



BEAR VALLEY COMMUNITY SERVICES DISTRICT

28999 South Lower Valley Road • Tehachapi, CA 93561-7460
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BEAR VALLEY COMMUNITY SERVICES DISTRICT REGULAR BOARD MEETING AGENDA

DATE OF MEETING: December 10, 2015
PLACE OF OPEN & CLOSED SESSION MEETINGS: 28999 South Lower Valley Road
TIME OF CLOSED SESSION MEETING: 3:30 pm
TIME OF OPEN SESSION MEETING: 6:00 pm

1. Call to Order

2. Roll Call Attendance

President Charlene LaClaire
Vice President Rick Zanutto
Director Jane Baron
Director Gil Grace
Director Walt Ritchie

3. Closed Session

- A. Conference with Legal Counsel: Anticipated Litigation (2) cases
Government Code Section 54956.9
- B. Conference with Labor Negotiators:
 - i. Police Officers Research Association of California (PORAC)
Labor Negotiators: David Edmonds, General Manager & Don Davis, General Counsel
 - ii. Service Employees International Union, Local 521 (SEIU)
Labor Negotiators: David Edmonds, General Manager & Don Davis, General Counsel
Government Code Section 54957.6
- C. Public Employment: Chief of Police
Government Code Section 54957
- D. Performance Evaluation: General Manager
Government Code 54957

4. Convene Open Session

5. Summary of Actions Taken During Closed Session

6. Approval of Agenda – Roll Call

7. Pledge of Allegiance

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8. **Public Comments on Non-Agenda Items**

Members of the public may address the Board on matters not listed on this Agenda. The Board cannot take action on any item that is not on the Agenda. The Board or staff may briefly respond to statements made or questions posed, or may ask questions for clarification. These items may also be referred to staff or scheduled on a future Agenda. There will be a separate opportunity for public comment for each item on the Agenda.

9. **Consent Calendar**

Consent items are considered routine and are intended to be acted upon in one motion, without discussion. During this portion of the meeting, the Consent Calendar will be read aloud. Prior to approval, the President will give the Board, staff, and public the opportunity to pull any item for discussion. The remaining Calendar will be acted upon. Any pulled items will then be heard and acted upon individually.

- A. APPROVE Minutes of the November 12, 2015 Regular Board Meeting
- B. ACCEPT Minutes from the November 2, 2015 Administration Committee Meeting
- C. ACCEPT Minutes from November 3, 2015 Communications Committee Meeting
- D. ACCEPT Minutes from the November 5, 2015 Finance Committee Meeting
- E. ACCEPT Minutes from the October 13, 2015 Infrastructure Committee Meeting
- F. APPROVE Register of Warrants for November, 2015
- G. APPROVE "Message from the Board of Directors" Article for Bear Tracks

10. **Disclosures by the Board of Directors**

Board Members are asked to disclose any outside communications with individuals and organizations that have an action item on this agenda that pertains directly to them or their specific personal or private interests and which communication is not included or disclosed in the agenda package, so that all interested persons have an equal opportunity to express and represent their interests.

11. **Action Items:**

- A. ADOPT Resolution 15/16-21 and ELECT the President and Vice-President of the Board of Directors (Mr. Edmonds)
- B. APPROVE Employment Agreement Amendment #1 with Jeff Kermode (Mr. Davis)
- C. APPROVE Sick Leave Policy Update 5005 of Employee Handbook (Mr. Edmonds)
- D. APPROVE Memorandum of Understanding (MOU) Amendment #1 with Police Officers Research Association of California (PORAC) (Mr. Edmonds)
- E. APPROVE Memorandum of Understanding (MOU) Amendment #1 with Service Employees International Union, Local 521 (SEIU) (Mr. Edmonds)
- F. ADOPT Resolution 15/16-22 Discontinuing Payment and Reporting of Employer Paid Member Contribution (EPMC) for California Public Employment Retirement System (CalPERS) Classic Miscellaneous Employees (Mr. Edmonds)
- G. APPROVE Various Job Descriptions (Mr. Edmonds)
- H. SCHEDULE Study Session for Potential Solar Project (Mr. Edmonds & Mr. Davis)
- I. APPROVE Employee Appreciation Party (Mr. Edmonds)

12. **Information and Discussion Items:**

- A. Committee Assignments (Mr. Edmonds)
 - i. Board of Directors
 - ii. Citizen Volunteers
- B. Recruitment Update (Mr. Edmonds)
- C. Road Striping (Mr. Edmonds)
- D. Medicine Bow Boulder (Mr. Edmonds)

- E. Committee Reports
 - i. Administration Committee: Zanutto; Ritchie
 - ii. Communications Committee: LaClaire; Ritchie
 - iii. Finance Committee: Zanutto; LaClaire
 - iv. Infrastructure Committee: Grace; Baron
 - v. Liaison Committee: LaClaire; Zanutto
 - vi. Public Safety Committee: Grace; Baron
- F. Board Comments
 - i. Director Baron: Anticipated Topics: Post Office & Solar Project
 - ii. Director Grace: Anticipated Topics: None submitted
 - iii. Director Ritchie: Anticipated Topics: None submitted
 - iv. Vice-President Zanutto: Anticipated Topics: None submitted
 - v. President LaClaire: Anticipated Topics: None submitted
- G. Staff Reports
 - i. Department Head Reports
 - 1. Finance Report (Mr. Edmonds)
 - 2. Public Works Report (Mr. Edmonds)
 - 3. Public Safety Report (Chief Kermode)
 - ii. General Counsel Report (Mr. Davis)
 - 1. Grimmway Enterprises Lease
 - iii. General Manager Report
- H. Media / Public Outreach / Communications / Correspondence (Ms. McEwen)

13. Future Agenda Items:

- A. Board Committee Assignments (Tentative: January 14)
- B. Solar Project Update (Tentative: January 14)
- C. Road Rehabilitation Engineering Services Contract Approval (Tentative: January 14)
- D. Update Various Job Descriptions (Tentative: January 14)
- E. Mailbox Project Update (Tentative: January 14 or 28)
- F. Gate Project Professional Services Contract(s) Approval (Tentative: January 28)

14. Adjournment:

The next regularly scheduled meeting of the Board of Directors is January 14, 2015.

INFORMATION REGARDING AGENDA ITEMS: Copies of the staff reports and other disclosable public records related to each open session item of business referred to on the agenda are on file in the office of the District Secretary and are available for public information during regular business hours. Any person who has a question concerning any of the agenda items may call the District Secretary at 661.821.4428.

ADA Compliance Statement: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District Secretary to the Board of Directors, Kristy McEwen, at 661.821.4428. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

Signed, December 7, 2015

Kristy McEwen, Clerk of the Board

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