



BEAR VALLEY COMMUNITY SERVICES DISTRICT

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BEAR VALLEY COMMUNITY SERVICES DISTRICT REGULAR BOARD MEETING AGENDA

DATE OF MEETING: December 8, 2016
PLACE OPEN & CLOSED SESSION MEETINGS: 28999 South Lower Valley Road
TIME OF OPEN SESSION MEETING: 6:00 pm

1. Call to Order

2. Attendance – Roll Call

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

3. Pledge of Allegiance

4. Election of Board of Directors

A. ACCEPT Certificate of County Clerk as to Result of the Canvass of the Consolidated General Election held on November 8, 2016 for the Board of Directors

- i. Short-Term (two year)
- ii. Full-Term (four year)

B. Outgoing Members of the Board of Directors:

i. Director Charlene LaClaire

1. ADOPT Resolution 16/17-28 in Appreciation and Acknowledgement for the Service of Charlene LaClaire as a Member of the Board of Directors

2. Parting Comments

ii. President Rick Zanutto

1. ADOPT Resolution 16/17-29 in Appreciation and Acknowledgement for the Service of Rick Zanutto as a Member of the Board of Directors

2. Parting Comments

C. Re-elected Member of the Board of Directors:

i. Director Jane Baron

1. ADMINISTER Oath of Office
2. Returning Comments

- D. Incoming Members of the Board of Directors:
 - i. Director Elect Jay Carlyn
 - 1. ADMINISTER Oath of Office
 - 2. Introductory Comments
 - ii. Director Elect Larry Muell
 - 1. ADMINISTER Oath of Office
 - 2. Introductory Comments
- 5. **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.
- 6. **Approval of Agenda – Roll Call**
- 7. **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.

Directors Carlyn and Muell should abstain from Item A.

 - A. APPROVE Minutes of the November 10, 2016 Regular Board Meeting
 - B. ACCEPT Minutes of the October 25, 2016 Liaison Committee Meeting
 - C. ACCEPT Register of Warrants for November, 2016
- 8. **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.
- 9. **Action Items:**
 - A. ADOPT Resolution 16/17-30 and ELECT Officers of the Board of Directors. (Mr. Edmonds)
 - B. AUTHORIZE the General Manager to Purchase a Hydrojetter from Municipal Maintenance Equipment in an amount not to exceed \$70,000. (Mr. Edmonds)
- 10. **Information and Discussion Items:**
 - A. Board of Directors Standing Committee Assignments – 2017 (Mr. Edmonds)
 - B. Project Updates (Mr. Edmonds)
 - i. Bear Valley & Cumberland Road Rehabilitation Project
 - ii. Road Striping
 - C. Post Office Request for Proposals (Mr. Edmonds)
 - D. 2017/18 Vehicle Gate Entry Decals (Chief Kermode)

- E. Committee Reports
 - i. Standing Committees
 - 1. Administration Committee – No November Meeting
 - 2. Communications Committee – No November Meeting
 - 3. Finance Committee – No November Meeting
 - 4. Infrastructure Committee – No November Meeting
 - 5. Public Safety Committee – November 3, 2016
 - 6. Liaison Committee – November 22, 2016
 - ii. Other Appointments
 - 1. Greater Tehachapi Regional Water Group/Water Availability & Preservation Committee
 - 2. Cummings Basin Stakeholder Group
- F. Board Comments
 - i. Director Baron: Anticipated Topics:
 - ii. Director Carlyn: Anticipated Topics:
 - iii. Director Grace: Anticipated Topics:
 - i. Director Muell: Anticipated Topics: Forensic Audit
 - iv. Director Ritchie: Anticipated Topics:
- G. Staff Reports
 - i. Department Head Reports
 - 1. Finance Report
 - 2. Public Works Report
 - 3. Public Safety Report
 - ii. General Counsel Report
 - iii. General Manager Report
- H. Media / Public Outreach / Communications / Correspondence (Ms. McEwen)

11. Future Agenda Items:

- A. Requests for Proposals for Postal Service Concessionaires – Action Item, pending Item 10.C.
- B. Committee Assignments
 - i. Board of Directors (Tentative: January 12, 2017)
 - ii. Citizen Volunteers (Tentative: March 9, 2017)
- C. ADOPT Resolution Amending Conflict of Interest Code (Tentative: January 12, 2017)
- D. Cummings Valley Stakeholders Update (Tentative: January 12, 2017)
- E. Amendment to Water Conservation Ordinance (First Reading, Tentative: January 12, 2017)
- F. Kawaiisu Preserve Master Plan (Tentative: January 12, 2017)
- G. APPROVE Various Job Descriptions (Tentative: January 12, 2017)

12. Adjournment:

The next regularly scheduled meeting of the Board of Directors is January 12, 2017.

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 5, 2016

Kristy McEwen, Secretary of the Board