



## **BEAR VALLEY COMMUNITY SERVICES DISTRICT**

28999 South Lower Valley Road • Tehachapi, CA 93561-7460  
PHONE 661-821-4428 • FAX 661-821-0180

### **BEAR VALLEY COMMUNITY SERVICES DISTRICT REGULAR BOARD MEETING MINUTES**

DATE OF MEETING:	August 13, 2015
PLACE OPEN & CLOSED SESSION MEETINGS:	28999 South Lower Valley Road
TIME OF CLOSED SESSION MEETING:	5:00 pm
TIME OF OPEN SESSION MEETING:	6:00 pm

---

**1. Call to Order**

The meeting was called to order at 5:05 pm.

**2. Roll Call Attendance**

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

All Directors were present. Also present were General Manager David Edmonds and General Counsel Don Davis. Arriving at 6:00 pm were Police Chief Jeff Kermode and Board Secretary Kristy McEwen.

**3. Closed Session**

A. Government Code Section 54956.9 Conference with Legal Counsel: Anticipated Litigation (2) cases

**4. Convene Open Session**

President LaClaire convened Open Session

**5. Summary of Actions Taken During Closed Session**

No Reportable Action

**6. Approval of Agenda – Roll Call**

The Agenda was approved unanimously by the Board

**7. Pledge of Allegiance**

Director Baron led the Pledge of Allegiance

**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.

Miles Coverdale spoke on Bear Mountain Ranch’s right to conduct logging operations

Jim Nelson spoke on the water system infrastructure

Robert Hardy asked whether the resurfacing on Skyline would be completed now that money has been budgeted for road rehabilitation

**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 July 23, 2015 Regular Board Meeting
- B. ACCEPT Minutes of the June 1, 2015 Administration Committee Meeting
- C. ACCEPT Minutes from the July7, 2015 Communications Committee Meeting
- D. APPROVE Register of Warrants for July, 2015
- E. APPROVE “Message from the Board of Directors – What is a Community Service District?”
- F. APPROVE “Message from the Board of Directors – Proposition 1 The Importance of Water.”

**Motion:** APPROVE Consent Items 6B, D, E & F: Zanutto. Second: Baron

**Roll Call Vote:**

AYE:	Grace, Baron, Ritchie, Zanutto, LaClaire
NO:	None
ABSTAIN:	None
ABSENT:	None

President LaClaire pulled Item 6A, requesting a correction in the Minutes

**Motion:** APPROVE Consent Item 6A as corrected: LaClaire. Second: Baron

**Roll Call Vote:**

AYE:	Grace, Baron, Ritchie, Zanutto, LaClaire
NO:	None
ABSTAIN:	None
ABSENT:	None

President LaClaire pulled Item 6C for clarification

**Motion:** APPROVE Consent Item 6C as written: LaClaire. Second: Zanutto

**Roll Call Vote:**

AYE:	Grace, Baron, Ritchie, Zanutto, LaClaire
NO:	None
ABSTAIN:	None
ABSENT:	None

## 10. Presentations

- A. Bear Valley CSD Emergency Plan as prepared by the Disaster Preparedness Advisory Council

Jim Nelson, of the Disaster Preparedness Advisory Council, gave a presentation to the Board of Directors and the public. The Board thanked the Council for the work and time put in to update the plan and bring it more in line with the County Emergency plan. There were no additional Board concerns or comments. The plan will be brought back to the Board for adoption at a subsequent meeting.

## 11. 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.

None

## 12. Action Items:

- A. ADOPT Resolution 15/16-8 for the Election of Directors to the Special District Risk Management Authority (SDRMA) Board of Directors. (Ms. McEwen)

A staff report was presented.

**Motion:** The Board of Directors ADOPT Resolution 15/16-8 for the Election of Directors to the Special District Risk Management Authority (SDRMA) Board of Directors: Grace. Second: Zanutto

**Roll Call Vote:**

AYE:	Grace, Baron, Ritchie, Zanutto, LaClaire
NO:	None
ABSTAIN:	None
ABSENT:	None

## 13. Information and Discussion Items:

- A. Discussion of Possible Closure of the Contract Postal Unit (Mr. Edmonds)

Mr. Edmonds gave background on the reasons the Board of Directors gave direction to close the Contract Postal Unit upon review: the contract with the United States Postal Service (net \$100/year), the amount of revenue from retail sales and PO Box rentals and the amount of property tax from the General Fund needed to subsidize the operation.

**Board Comments:** Director Grace stated the service is convenient, yet non-vital, and as an enterprise fund, should be self-sustaining. Director Ritchie stated the decision came after careful consideration and the service benefits a very small minority of residents. Director Baron invited the public to contribute ideas to make up the budget shortfall. Director Zanutto stated that the Board has tried its best to keep the Postal Unit open, but knowing the actual administrative costs, the District cannot afford to continue the subsidies at the expense of vital services.

**Public Comments:** Carol Burdick, Sharon Bank, Stewart Peck, Janice Hagen-Armstrong, Richard Stevenson, Alan Sharp, Robert Hardy, Mahonna McStott, Richard Stevenson, Mark Mulvehill, Sharon Huyck and others spoke against closing the Post Office

Jim Nelson suggested that the BVSA should take over the Postal Unit as an amenity Harold Morgan spoke against raising the box rental rates

- B. July Committee Reports
  - i. Administration Committee – No July meeting
  - ii. Communications Committee – Director LaClaire reported on the August 3 meeting of the Committee
  - iii. Finance Committee – No July meeting
  - iv. Infrastructure Committee – Director Grace reported on the July 14 meeting of the Committee
  - v. Liaison Committee – Director Zanutto reported on the July 28 meeting of the Committee
  - vi. Public Safety Committee – Director Grace reported on the July 21 meeting of the Committee
- C. Board Comments
  - i. Director Baron: None
  - ii. Director Grace: None
  - iii. Director Ritchie: None
  - iv. Vice-President Zanutto reported on the TCCWD/WAPC meeting
  - v. President LaClaire: None
- D. Staff Reports
  - i. Department Head Reports
    - 1. Public Works Report – a written staff report was presented
    - 2. Public Safety Report – Chief Kermode presented a written and verbal report
  - ii. General Counsel Report – Mr. Davis reported on the progress of negotiations with Grimmway Farms
  - iii. General Manager Report – Mr. Edmonds had nothing additional to report
- E. Media / Public Outreach / Communications / Correspondence (Ms. McEwen)  
A staff report was presented. There were no corrections or clarifications.

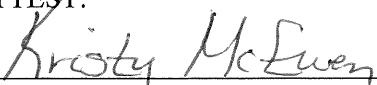
**14. Future Agenda Items:**

- A. Adopt FY 2015/16 Final Budget (Tentative: August 27, 2015)
- B. Solar Project Presentation (Tentative: August 27, 2015)
- C. Board Member Inquiry – Mojave Sanitation, Warrant 6397 (Tentative: August 27, 2015)
- D. Benz Contract Review (Tentative: September 10, 2015)  
Mr. Edmonds reviewed the above and added:
- E. Adopt District Emergency Plan

15. **Adjournment:** The meeting was adjourned at 9:15. Study Sessions for the FY 2015/16 Final Budget are tentatively scheduled for August 19 & 26, 2015, on an as needed basis. The next regularly scheduled meeting of the Board of Directors is August 27, 2015.

  
\_\_\_\_\_  
Charlene LaClaire, President

ATTEST:

  
\_\_\_\_\_  
Kristy McEwen, Board Secretary

August 13, 2015 Regular Board Meeting