



BEAR VALLEY COMMUNITY SERVICES DISTRICT

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BEAR VALLEY COMMUNITY SERVICES DISTRICT REGULAR BOARD MEETING MINUTES

DATE OF MEETING: September 10, 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 5:01 pm.

2. Roll Call Attendance

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

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

3. Closed Session

A. Conference with Real Property Negotiators – Government Code section 54956.8

Property: District-owned Cummings Valley Property – APNs 222-233-22, 26, 27, 30, 31 and 32

District negotiators: General Manager and General Counsel

Negotiating party: Grimmway Farms

Under negotiation: Price and terms of lease payment

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

September 10, 2015 Regular Board Meeting

7. **Pledge of Allegiance**

Director Ritchie 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.

Jim Nelson addressed the Board on tax money for Parks & Recreation going to the Bear Valley Springs Association; Directors Zanutto, Grace and LaClaire responded that the District is required to provide Park & Rec services, that BVSA is the contracted provider of those services and funds are collected and distributed for that purpose

John Bank spoke on the Post Office, Budget and analysis of BVSA Parks & Recreation expenditures

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 August 13, 2015 Regular Board Meeting
- B. APPROVE Minutes of the August, 2015 Budget Study Sessions
- C. APPROVE Minutes of the August 27, 2015 Regular Board Meeting
- D. ACCEPT Minutes from the June 1, 2015 Administration Committee Meeting
- E. ACCEPT Minutes from the July 7, 2015 Communications Committee Meeting
- F. ACCEPT Minutes from the July 21, 2015 Public Safety Committee Meeting
- G. APPROVE Register of Warrants for August, 2015.
- H. APPROVE "Message from the Board of Directors" Article for Bear Tracks

Motion: APPROVE Consent Calendar Items A - G: Zanutto. Second: Grace

Roll Call Vote:

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

Director Baron pulled Item H, stating the committee article should be revised to reflect the revisions in the Ordinance Code and discussed several concerns with the article, "Thank You for a Good Year."

Motion: CONTINUE Committee Article pending revision; APPROVE Thank You as written: Ritchie. Second: Zanutto

Roll Call Vote:

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

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.

None

11. Action Items:

A. APPROVE Tenant Improvements by Bear Valley Springs Association; Equestrian Center Derby Course

A staff report was presented. Randi Ehrenborg, BVSA Equestrian Center Manager and Gary Yettner, Bear Valley Springs Pony Club addressed the Board about the project.

Public Comment: Larry Muell asked if the additions would alter the District's insurance requirements. Mr. Simpkins of the BVSA assured that the Association has sufficient coverage.

Motion: The Board of Directors APPROVE Tenant Improvements by Bear Valley Springs Association; Equestrian Center Derby Course: Grace. Second: LaClaire

Roll Call Vote:

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

B. ADOPT Resolution 15/16-19 approving authorized signors to the Local Agency Investment Fund (LAIF)

A staff report was presented. Director Zanutto asked why it must be "each" rather than requiring at least two signatures. Discussion followed.

Motion: The Board of Directors ADOPT Resolution 15/16-19 approving authorized signors to the Local Agency Investment Fund (LAIF): Baron. Second: Ritchie

Roll Call Vote:

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

C. CANCEL Regular Board Meeting of September 24, 2015

A staff report was presented.

Motion: The Board of Directors CANCEL Regular Board Meeting of September 24, 2015: Zanutto. Second: Grace

Roll Call Vote:

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

12. Information and Discussion Items:

A. Mailbox Project – Process and Timeline Discussion

Mr. Edmonds and Mr. Davis gave a Powerpoint presentation outlining the preliminary preparations, legal requirements and tentative timeline for an

assessment on property owners for a mailbox project. \$100,000 has been budgeted for the process: ~\$30,000 mapping; ~\$50,000 engineering; ~\$20,000 election Board and Public discussion followed.


- B. Disaster Preparedness Advisory Council (DPAC) Annual Membership Solicitation
Current members of the council will be contacted regarding their interest in remaining on the council; public solicitation will begin; appointments to be made at the October 22, 2015 Regular Board Meeting.
- C. Board Member Inquiry: Board Member Inquiry – Mojave Sanitation, Warrant 6397
A staff report was presented.
- D. Committee Reports
 - i. Administration Committee – Discussion was included with Agenda Item 12C
 - ii. Communications Committee – Discussion included with Agenda Item 9H
 - iii. Finance Committee – No Meeting in August
 - iv. Infrastructure Committee – Director Grace reported on the August meeting.
 - v. Liaison Committee – No Meeting in August
 - vi. Public Safety Committee – Director Grace reported on the August meeting.
- E. Board Comments
 - i. Director Baron stated Bear Valley is not on the DWR groundwater management list and asked if it would be worthwhile to pursue inclusion.
 - ii. Director Grace reported on the Water Availability Preservation Committee meeting
 - iii. Director Ritchie stressed the need to begin recruitment for District vacancies
 - iv. Vice-President Zanutto shared conservation figures from the WAPC meeting and that residents should be commended for their efforts
 - v. President LaClaire:
- F. Staff Reports
 - i. Department Head Reports
 - 1. Finance Report – Mr Edmonds introduced the new format for monthly financial reports. Engaging an auditor to review FY 2014/15 was discussed.
 - 2. Public Works Report – a written report was provided
 - 3. Public Safety Report – Chief Kermod reported the August 2015 PD statistics
 - ii. General Counsel Report – Mr Davis encouraged President LaClaire to designate a Board representative and alternate to attend the TCCWD Groundwater Management meetings. Director Zanutto was chosen as representative; Director Baron was named alternate.
 - iii. General Manager Report – Mr. Edmonds had nothing further to report.

G. Media / Public Outreach / Communications / Correspondence (Ms. McEwen)
A staff report was presented. No substantive corrections or clarifications.

13. Future Agenda Items:

- A. Solar Project (Tentative: October 8, 2015)
- B. Approve Updated District Emergency Plan (Tentative: October 8 or 22)
 - Mr. Edmonds reviewed the above and added the following:
- C. Product discussion/decision: Mailbox Project – October 8 & 22
- D. DPAC appointments – Tentative: October 22
- E. Current conservation numbers – TBD
- F. Auditor – Letter of Engagement – TBD
- G. Introduction of new staff members – TBD
- H. Job Descriptions – TBD

14. **Adjournment:** The meeting was adjourned at 10:09 pm. The next regularly scheduled meeting of the Board of Directors is October 8, 2015, pending Agenda Item #11C.



Charlene LaClaire, President

ATTEST



Kristy McEwen, Board Secretary