



BEAR VALLEY COMMUNITY SERVICES DISTRICT

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BEAR VALLEY COMMUNITY SERVICES DISTRICT REGULAR BOARD MEETING MINUTES

DATE OF MEETING:	May 12, 2016
PLACE OPEN SESSION MEETINGS:	28999 South Lower Valley Road
TIME OF CLOSED SESSION:	3:00 pm
TIME OF STUDY SESSION:	4:00 pm
TIME OF OPEN SESSION MEETING:	6:00 pm

1. **Call to Order**

The meeting was called to order at 3:20 pm.

2. **Roll Call Attendance**

President Rick Zanutto

Vice President Gil Grace

Director Jane Baron

Director Charlene LaClaire

Director Walt Ritchie

All Directors were present. Also in attendance were General Counsel Don Davis and General Manager David Edmonds. Arriving at 6:00 was Secretary of the Board Kristy McEwen. Chief Kermode was absent.

3. **Closed Session:**

A. Conference with Legal Counsel:

Anticipated Litigation (1) case

Government Code Section 54956.9

- **No Reportable Action**

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

President Zanutto reported as above.

5. **Study Session:**

A. Annual Financial Report (External Audit) as Prepared and Presented by Fedak & Brown LLP (Mr. Edmonds)

This item was unavailable. The meeting was recessed until 6:00 pm

6. **Regular Session**

The meeting was re-convened at 6:02 pm.

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7. Approval of Agenda – Roll Call

Agenda Item #12A was removed. The Agenda as amended was approved unanimously by the Board.

8. Pledge of Allegiance

Director LaClaire led the Pledge of Allegiance

9. Staff Introductions: (Mr. Edmonds)

- A. Dispatcher – Dispatcher Maria Stalcup was introduced to the Board and public by Dispatch Supervisor Karolyn Hartmann
- B. Wastewater Supervisor – Wastewater Treatment Plant Supervisor Jason Parks was introduced to the Board and public by Mr. Edmonds.

10. 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.

- Jean Morgan addressed the Board regarding drainage issues on her property.
- Linda Coverdale asked for an update on possible firewood availability from SCE logging activity.

11. 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 April 14, 2016 Regular Board Meeting
- B. APPROVE Minutes of the April 28, 2016 Regular Board Meeting
- C. ACCEPT Minutes from the April 4, 2016 Administration Committee Meeting
- D. ACCEPT Minutes from the April 5, 2016 Communication Committee Meeting
- E. ACCEPT Minutes from the March 22, 2016 Liaison Committee Meeting
- F. APPROVE Article “From the Board of Directors” Bear Tracks
- G. APPROVE Register of Warrants for April 2016

Motion: APPROVE Consent Calendar Items B - F: Baron. Second: Grace.

Roll Call Vote:

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

A correction to Item A was made by Ms. McEwen

Motion: APPROVE Consent Calendar Item A as amended: Grace. Second: Baron.

Roll Call Vote:

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

ABSENT: None

President Zanutto pulled Item G for clarification of several warrants.

Motion: APPROVE Consent Calendar Item G: Zanutto. Second: Ritchie.

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

12. 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

13. Action Items:

A. ACCEPT Annual Financial Report (External Audit) as Prepared and Presented by Fedak & Brown, LLP and AUTHORIZE Staff to File as Required. (Mr. Edmonds)
This item was removed from the Agenda

B. APPROVE Second Amended and Restated Agricultural Lease between Bear Valley Community Services District and Valley Sod Farm, Inc. (Mr. Davis)
A staff report was presented by Mr. Davis. Director Baron suggested several clarifications and changes.

Motion: The Board of Directors APPROVE Second Amended and Restated Agricultural Lease between Bear Valley Community Services District and Valley Sod Farm, Inc. as amended: Grace. Second: LaClaire.

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

C. ADOPT Resolution 15/16-30 Setting Fees for the Contract Postal Unit: Post Office Box Rentals and Associated Services (Mr. Edmonds)

A staff report was presented. Director Baron asked questions for clarification.

Motion: The Board of Directors ADOPT Resolution 15/16-30 Setting Fees for the Contract Postal Unit: Post Office Box Rentals and Associated Services: Grace. Second: LaClaire.

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

D. VOTE on Proposed California Special Districts Association (CSDA) Bylaws Updates (Ms. McEwen)

A staff report was presented.

Motion: The Board of Directors VOTE Yes on Proposed California Special Districts Association (CSDA) Bylaws Updates: Grace. Second: LaClaire.

Roll Call Vote:

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

14. Information and Discussion Items:

- A. Police Tax (Mr. Edmonds) – Mr. Edmonds provided an update on Measure G. Board and public comments followed.
- B. Community Recycling/Environmental Day (Ms. McEwen) – Ms. McEwen shared information on the upcoming June 11 event. Staff was asked to clarify whether document shredding would be available.
- C. Recruitment Update (Mr. Edmonds) – Mr. Edmonds shared a written staff report.
- D. Committee Reports
 - i. Standing Committees
 - 1. Administration Committee – Director LaClaire reported on the May 2, 2016 meeting.
 - 2. Communications Committee – Director Ritchie reported on the May 3, 2016 meeting.
 - 3. Finance Committee – No April Meeting
 - 4. Infrastructure Committee – No April Meeting
 - 5. Public Safety Committee – No April Meeting
 - 6. Liaison Committee – President Zanutto reported on the April 26, 2016 meeting.
 - ii. Other Appointments
 - 1. Water Availability & Preservation Committee – President Zanutto reported on the May 12 meeting.
 - 2. Cummings Basin Stakeholder Group – Mr. Davis reported on the April 28 meeting.
 - 3. Greater Tehachapi Fire Safe Council – Director LaClaire reported on the May 11 meeting.
- E. Board Comments
 - i. Director Baron inquired about progress on the CEQA for the solar project, copies of the Draft report were distributed. She requested that AM530 be agendized before start of the FY 2016/17 the budget.
 - ii. Director LaClaire reported on the ACWA Spring Conference
 - iii. Director Ritchie: None
 - iv. Vice-President Grace reported on the ACWA Spring Conference
 - v. President Zanutto: None

F. Staff Reports

i. Department Head Reports

1. Finance Report – Mr. Edmonds reviewed Period 8 financial reports and reported on the progress of the FY 2014/15 Audit.
 2. Public Works Report – Mr. Edmonds reviewed the Public Works report as submitted in the Board Package.
 3. Public Safety Report – In Chief Kermodé's absence, Mr. Edmonds reviewed the Public Safety report as submitted in the Board Package.
- ii. General Counsel Report – Mr. Davis reported that the Mitigated Negative Declaration for the Solar Project has been completed and posted on the District website. He also reported that the State is in process of updating water conservation mandates.
- iii. General Manager Report – Mr. Edmonds reported that this is a busy time with construction, budget, possible changes in employee union affiliation and an overhaul of the employee handbook in preparation for negotiations.

G. Media / Public Outreach / Communications / Correspondence (Ms. McEwen)
A staff report was submitted.

15. Future Agenda Items:

- A. Tour of Facilities: Gate, Police Department, Cummings Valley (Tentative: May 26)
 - B. Road Rehabilitation Project Plans & Specifications Approval (Tentative: May 26)
 - C. Ethics and Brown Act Training (Tentative: June 9)
 - D. Budget: Mid-Year Update and FY 2016/17 Preliminary Budget (various study sessions)
 - E. Solar Project
 - F. GIS Demonstration
- Mr. Edmonds reviewed the above and added:
- G. Audit Presentation – either a special Study Session or May 26.
 - H. Public Hearing on Solar – Mitigated Negative Declaration; June 23.

16. Adjournment: The meeting was adjourned at 10:13 pm. The next regularly scheduled meeting of the Board of Directors is May 26, 2016.


Richard Zanutto, President of the Board

ATTEST



Kristy McEwen, Secretary of the Board

May 12, 2016 Regular Board Meeting