



## **BEAR VALLEY COMMUNITY SERVICES DISTRICT**

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

### **REGULAR BOARD MEETING AGENDA**

DATE OF MEETING: March 8, 2017  
PLACE OPEN & CLOSED SESSION MEETINGS: 28999 South Lower Valley Road  
TIME OF CLOSED SESSION MEETING: 4:00 pm  
TIME OF OPEN SESSION MEETING: 6:00 pm

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1. **Call to Order**

2. **Attendance**

3. **Closed Session**

A. Conference with Real Property Negotiators

*Government Code Section 54956.9*

Property: Various Recreational Amenities

Agency Negotiator: General Manager and General Counsel

Negotiating Parties: Bear Valley Springs Association

Under negotiation: Price and Terms of Lease

4. **Convene Open Session**

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

6. **Approval of Agenda**

7. **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.

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.

March 8, 2018 Regular Board Meeting

- A. APPROVE Minutes of the February 8, 2018 Regular Board Meeting
- B. APPROVE Minutes of the February 22, 2018 Regular Board Meeting
- C. ACCEPT Minutes from the January 9, 2018 Communications Committee Meeting
- D. ACCEPT Minutes from the January 9, 2018 Infrastructure Committee Meeting
- E. ACCEPT Minutes from the January 11, 2018 Finance Committee Meeting
- F. ACCEPT Minutes from the January 11, 2018 Administration Committee Meeting
- G. ACCEPT Minutes from the January 16, 2018 Public Safety Committee Meeting
- H. APPROVE Register of Warrants for February 2018.

**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. Board of Directors (Mr. Edmonds)
  - i. ACCEPT Resignation of Larry Muell from the Board of Directors, Effective February 27, 2018
  - ii. DETERMINE Method of Filling the Vacant Seat on the Board of Directors
- B. ADOPT Resolution 17/18-21 and ACCEPT Annual Financial Report (External Audit) as Prepared and Presented by Fedak & Brown, LLP (Mr. Edmonds)
- C. APPOINT Citizen Volunteer to the Infrastructure Committee (Ms. McEwen)
- D. APPROVE Public Safety Committee Task Assignment – Neighborhood Watch (Ms. McEwen)
- E. RATIFY Board Member Attendance at the Association of California Water Agencies (ACWA) Kern County Water Summit (Ms. McEwen)

**12. Information and Discussion Items:**

- A. Board of Directors Vacancy Process (Mr. Edmonds)
- B. Office Closure March 16, 2018 (Mr. Edmonds)
- C. Board of Directors Committee Assignments (Mr. Edmonds)
- D. February Committee Reports
  - i. Administration Committee – February 8, 2018
  - ii. Communications Committee – February 6, 2018
  - iii. Finance Committee – February 8, 2018
  - iv. Infrastructure Committee – February 13, 2018
  - v. Liaison Committee – No February Meeting
  - vi. Public Safety Committee – February 21, 2018
- E. Board Comments
  - i. Director Carlyn
  - ii. Director Roberts
  - iii. Vice-President Baron
  - iv. President Grace
- F. 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
- G. Media / Public Outreach / Communications / Correspondence (Ms. McEwen)

**13. Future Agenda Items:**

- A. Status Update on Phase I of the Water, Wastewater and Solid Waste Capital Replacement Plans by Willdan Engineering (Tentative March 22, 2018)
- B. Professional Services Agreement for Water, Wastewater and Solid Waste Capital Replacement Plans: Phase II (Tentative March 22, 2018)
- C. Professional Services Agreement for Solid Waste Transfer Station Reconfiguration (Tentative March 22, 2018)
- D. Professional Services Agreement for Installation of New Server & IT Equipment (Tentative March 22, 2048)
- E. APPOINT a Member to the Board of Directors for the Term Ending December, 2018 (Tentative April 12 or 26, 2018)
- F. Multiple Facilities Tours (Tentative Spring 2018)

**14. Closed Session**

- A. Public Employment  
*Government Code Section 54957*
  - i. Administrative Services Director
  - ii. Chief of Police
- B. Public Employee Performance Evaluation  
*Government Code Section 54957*  
Title: General Manager

**15. Convene Open Session**

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

- 17. Adjournment:** The next regularly scheduled meeting of the Board of Directors is March 22, 2018.

**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, March 5, 2018

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Kristy McEwen, Secretary of the Board

March 8, 2018 Regular Board Meeting