



BEAR VALLEY COMMUNITY SERVICES DISTRICT

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

REGULAR BOARD MEETING AGENDA

DATE OF MEETING: September 12, 2019
PLACE OPEN & CLOSED SESSION MEETING: 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**
2. **Attendance**
3. **Closed Session**
 - A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Government Code section 54956.8:
Property: Lease of portion of District Water Tank 6B (Skyline Drive)
District negotiator: General Counsel and General Manager
Negotiating parties: Verizon Wireless
Under negotiation: price and terms of lease payment
 - B. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
Government Code Section 54956.9(d)(4)
Initiation of litigation: one matter
 - C. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: General Manager

4. **Convene Open Session**
5. **Summary of Actions Taken During Closed Session**
6. **Pledge of Allegiance**
7. **Approval of Agenda**
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.

- A. APPROVE Minutes of the August 8, 2019 Regular Board Meeting
- B. ACCEPT Committee Report for August 2019
- C. ACCEPT Register of Warrants for August 2019

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. RENEW Service Agreement with OnSolve LLC for CodeRED Access (Chief Melanson)
- B. ADOPT Resolution 19/20-11 Approving FY 2019/20 Investment Policy (Mr. Jones)
- C. APPROVE First Amendment to Facilities Lease with Verizon Wireless on District Water Tank 6B (Skyline Drive) (Mr. Davis)
- D. APPROVE as to Form – Personnel Policies, Sections VIII - IX (Mr. Malinen)
- E. ADOPT Resolution 19/20-12 Approving Vehicle Use Policy (Mr. Malinen)
- F. ADOPT Resolution 19/20-13 Approving Electronic Communication System Policy (Mr. Malinen)
- G. ADOPT Resolution 19/20-14 Approving Employee Development, Training & Reimbursement Policy (Mr. Malinen)
- H. ADOPT Resolution 19/20-15 Approving Family Care and Medical Leave, Pregnancy Disability Leave and Military Family Leave Policy (Mr. Malinen)
- I. APPROVE Administration Committee Recommendation: Special District Leadership Foundation Accreditation (Mr. Malinen)
- J. APPROVE Board Member Attendance at California Special District Association 2019 Annual Conference (Ms. McEwen)
- K. CONSIDER City of Tehachapi Request for a Letter of Support for Congestion, Mitigation and Air Quality grant (Mr. Malinen)
- L. ACCEPT Monthly Investment Report as of July 31, 2019 (Mr. Jones)

12. Information and Discussion Items:

- A. Update on District Administration Citation Program and Review of Code Sections Deemed Most Appropriate for Administrative Enforcement (Mr. Davis)
- B. Preliminary Review of Proposed Transfer Station Site Reconfiguration and Changes to Days and Hours of Operation (Mr. Van Wagoner)
- C. Board Comments
 - i. Director Baron:
 - ii. Director Quinn:
 - iii. Director Roberts:
 - i. Vice-President Hahn:
 - iv. President Carlyn:
- D. 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

13. Future Agenda Items:

- A. Discussion Item: Appointment of District Treasurer (October 10, 2019)
- B. Disaster Preparedness Advisory Council Appointments (October 10, 2019)
- C. Public Hearing & Adoption: Fee Resolution (October/November 2019)
- D. Annual Employee Benefits Renewal (November 14, 2019)

14. Adjournment: The next regularly scheduled meeting of the Board of Directors is October 10, 2019.

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, September 6, 2019

Kristy McEwen, Secretary of the Board