



## **BEAR VALLEY COMMUNITY SERVICES DISTRICT**

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### **ADMINISTRATION COMMITTEE AGENDA October 16, 2019 11:00 am**

Chair: Jane Baron; Vice-Chair: Terry Quinn  
Staff: Bill Malinen, General Manager; Hamed Jones, Administrative Services Director, Kristy McEwen, Secretary of the Board  
Citizen Volunteers: Sharon Groen; Lisa Perez

1. **Approval of Agenda**
2. **Approve Minutes of the August 21, 2019 meeting.**
3. **Public Comments on Non-Agenda Items**

Members of the public may address the Committee on matters within its subject matter area not listed on this Agenda. The Committee cannot take action on any item that is not on the Agenda. The Committee 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.

4. **Information & Discussion Items:**
  - A. Special District Leadership Foundation Transparency Certificate of Excellence
    - i. Annual Disclosure of Reimbursements & Expenses
      1. Review examples
      2. Recommendations
    - ii. Code of Ethics/Values/Norms or Board Conduct
      1. Review existing policies & examples
      2. Recommendations

5. **Committee Member Comments**

6. **Staff Comments**

7. **Adjournment:** The meeting was adjourned at 12:18 pm. The next regularly scheduled meeting of the Administration Committee is December 18, 2019.

Signed, October 11, 2019

*Kristy McEwen*

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Kristy McEwen, Secretary of the Board