



## 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: November 12, 2020  
TIME OF CLOSED SESSION MEETING: 5:30 pm  
TIME OF OPEN SESSION MEETING: 6:00 pm

**In accordance with the Governor's Executive Order (N-29-20) and the declared State of Emergency, including social distancing directives as a result of the threat of the COVID-19 virus, Board members and BVCS D staff will be participating in this meeting remotely. There will not be a physical location for this meeting. Members of the public may participate in the meeting in the following ways:**

- 1. Open Session Webinar Link:** <https://us02web.zoom.us/j/84430276003>
- 2. Phone:** Dial (for higher quality, dial a number based on your current location):  
US: +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799 or +1 312 626 6799 or +1 646 558 8656 or +1 301 715 8592  
**Webinar ID:** 844 3027 6003  
**International numbers available:** <https://us02web.zoom.us/j/84430276003>
- 3. Email:** You may submit comments on a specific item to [kmcewen@bvcsd.org](mailto:kmcewen@bvcsd.org). Please send your email at least one hour prior to the start of the Open Session meeting.

**The Bear Valley Community Services District thanks you for your understanding and for doing your part to prevent the spread of COVID-19.**

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- 1. Call to Order**
- 2. Attendance**
- 3. Closed Session**
  - A. Conference with Legal Counsel – Anticipated Litigation  
Initiation of Litigation under Government Code section 54956.9(d)(4): two (2) potential cases
  - A. Conference with Legal Counsel – Anticipated Litigation  
Significant Exposure to Litigation under Government Code section 54956.9(d)(2): one (1) potential case
- 4. Convene Regular Meeting**
- 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.

**\*\*Members of the public may submit comments on non-agenda items via email at least 1 hour prior to the start of the Open Session meeting, or may use the Zoom Meetings “Raise Hand” feature and wait to be recognized by the Secretary of the Board.\*\***

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 October 8, 2020 Regular Board Meeting
- B. APPROVE Minutes of the October 22, 2020 Special Board Meeting
- C. RATIFY Emergency Action of General Manager Expending Funds for Emergency Generator Installation as presented
- D. ACCEPT Register of Warrants for October 2020

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. **Hearing Items:**

- A. Public Hearing on New Rates for Sewer Service and Final Tabulation of Protest Submissions (Mr. Malinen and Mr. Davis)
- B. ADOPT Resolution 20/21-14 Setting Charges for Sewer Rates for Residential and Commercial Customers (Mr. Malinen and Mr. Davis)

***Note: Item 11B will only be acted on if it is determined there is the absence of a majority protest pursuant to Item 11A. If there is a majority protest, no action will be taken.***

- C. ADOPT Resolution 20/21-15 Approving Updated Schedule of Fees and Charges for Various Services (Mr. Jones)

## 12. Action Items:

**\*\*Members of the public may submit comments on agenda items via email at least 1 hour prior to the start of the Open Session meeting, or may use the Zoom Meetings “Raise Hand” feature and wait to be recognized by the Secretary of the Board.\*\***

- A. APPROVE Addendum #7 to Community Facilities Lease with Bear Valley Springs Association adding Various Amenities to the Lease. (Mr. Davis, Mr. Malinen)
- B. ADOPT Resolution 20/21-16 and Approve the Bear Valley Police Department Policy Manual (Chief Melanson)
- C. APPROVE FY 2019/20 Budget Amendments (Mr. Jones)
- D. APPROVE the Continuing Appropriations for Fiscal Year 2019/20 (Mr. Jones)
- E. APPROVE Second Amendment to Employment Agreement with William J. Malinen as General Manager (Mr. Davis)
- F. APPROVE Job Descriptions – Billing Clerk, Finance Manager, Water Supervisor (Ms. McEwen)
- G. ACCEPT Quarterly Investment Report as of September 30, 2020 (Mr. Jones)

## 13. Information and Discussion Items:

- A. Board Comments
  - i. Director Baron:
  - ii. Director Carlyn:
  - iii. Director Hahn:
  - iv. Vice-President Quinn:
  - v. President Roberts:
- B. 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

## 14. Future Agenda Items:

- A. 2020 Election (Dec 10, 2020)
  - i. ACCEPT Certificate of County Clerk as to Result of the Canvass of the Consolidated General Election held November 3, 2020
  - ii. Presentation to Outgoing Director(s)
  - iii. ADMINISTER Oath of Office to Newly Elected Members of the Board of Directors
- B. Election of Board Officers (December 10, 2020)
- C. Approve Logging Contract for Fuel Reduction Grant (December 10, 2020)
- D. Board of Directors Standing Committee Assignments (January 14, 2021)
- E. Annual Disclosure of Reimbursements & Expenses (January 14, 2021)

F. AB1234 Ethics Training/Board Best Practices Workshop (Jan/Feb 2021)

15. **Adjournment:** The next regularly scheduled meeting of the Board of Directors is December 10, 2020.

**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.

Signed, November 6, 2020

Handwritten signature of Kristy McEwen in blue ink.

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Kristy McEwen, Secretary of the Board