



Bear Valley Springs Association Board of Directors
Regular Monthly Meeting
 Tuesday, August 16, 2016 at 6:00 PM
 Oak Branch Saloon

**Open to All
Members**

MINUTES

A. ANNOUNCEMENTS –

- 1. Call to Order and Pledge of Allegiance** conducted by President Todd Lander at 6:00 PM.
- 2. Roll Call**
Board Present: President Todd Lander, Vice President Larry Thompson, Treasurer Rebecca Hewett, Director Jim Panek and Director Julia Stavlo
Staff Present: General Manager Edward Simpkins, Controller Wesley Shryock, Recreation Manager Debbie Papac, Project Manager Debbie Shryock and Board Secretary Kathleen Chattin
- 3. Declaration of Intent to Tape the Meeting** read into the record by President Lander.
- 4. Board Comments & Announcements**
 TL announced that ES will be leaving the BVSA and wished him well. He also shared that Walt Weed passed away.

B. ADMINISTRATIVE & PROCEDURAL MATTERS / CORRESPONDENCE

<u>Item #</u>	<u>Item</u>
17-044	Approval of the Agenda MOTION by LT to approve the August 16, 2016 Regular Meeting Agenda as presented. 2 nd by JP Motion approved without objection 5-0.
17-045	Approval of the Minutes MOTION by JP to approve the July 19, 2016 Regular Meeting Minutes as presented. 2 nd by LT Motion approved without objection 5-0.
17-046	Reading of the Executive Session Reports <ul style="list-style-type: none"> ▪ Special Meeting 07/19/16 ▪ Regular Meeting 07/25/16 President Todd Lander read the Executive Session Reports into the record.
17-047	Receive and File Various Committee Reports <ul style="list-style-type: none"> ▪ Golf Advisory Committee – 07/05/16 ▪ Equestrian Advisory Committee – 07/11/16 ▪ Recreation Advisory Committee – 07/06/16 ▪ Food Service Advisory Committee – 07/07/16 ▪ Rules Advisory Committee – 06/07/16 ▪ Finance Advisory Committee – 06/22/16 MOTION by RH to receive and file the various committee reports as presented. 2 nd by LT Motion approved without objection 5-0.
17-048	Treasurer’s Report , presented by Treasurer Rebecca Hewett, was received and filed.

C. GENERAL MANAGER

<u>Item #</u>	<u>Item</u>
17-049	Managers’ Report , presented by Finance Manager Wesley Shryock, was received and filed.

D. MEMBER COMMENTS

John McGuffey – 3471-032 – General Manager Edward Simpkins
 Sandy Williams – 3440-338 – Heater & Air Conditioner for the Green Room
 Jim Nelson – 0081-099 – Cattail Removal
 Jeanne Gray – 3430-833 – Pickleball Court Funding
 Cathy Bradshaw – 3440-001 – Pickleball Court Project
 Rick Zanutto – 3557-006 – Park and Recreation Funding

E. CONSENT CALENDAR – 2 items

17-050	2016-2017 Board of Directors Board Meeting Schedule
17-051	BVSA Follow Up Items list
	MOTION by LT to approve the Consent Calendar as presented. 2 nd by JP Motion approved without objection 5-0.

F. BOARD BUSINESS ACTION ITEMS – 16 items

<u>Item #</u>	<u>Item</u>
17-052	Discussion: Review 2016-2017 Reserve Item List No Board action at this time.
17-053	Discussion: Board of Directors Amenity Tour Schedule No Board action at this time. TL stated that the Amenity Tour Schedule will be organized with the General Manager at a later date.
17-054	Discussion: Reed and Cattail Abatement Cub and Four Island Lakes ES stated that the BVSA is still waiting for the final approval from Fish & Wildlife . He is anticipating that within the next two weeks we will have the green light to begin work as early as September 15, 2016. The Board approved a \$5,000 expense to move the water from Jack’s Hole to 4 Island Lake.
17-055	Discussion: Pickleball Court/Tennis Courts Development Project DS stated that she has done some investigation regarding the pickle ball court. She got one quote for \$50,000 and the concrete pad alone will be \$20,000. The drainage and irrigation system has to be repaired first, followed by the Tennis Court repair and finally the Pickleball court will be built. She discussed three different alternatives for the drainage and irrigation system.
17-056	Discussion: Cub Lake Gazebo Development Project DS explained that she researched the ready-made gazebos and it is not cost effective to use a kit. The next alternative would be to build the gazebos from the ground up and she is going to research that possibility next.
17-057	Discussion and Approval: Reserve CER for BVSA Conference Room Board Chairs TL stated that the board chairs are very difficult to use. DS stated that WS got a very good deal on chairs from Office Depot.

	<p>MOTION by TL to approve the staff recommendation Alternative One, Office Depot, for a NTE price of \$2,999.25 to be funded from the Reserves. 2nd by LT Motion approved without objection 5-0.</p>
17-058	<p>Discussion and Approval: Reserve CER for 2004 Jacobsen/Cushman Sprayteck DS175 Brandon Haynes presented the CER and gave background information on the use of this piece of equipment. MOTION by JP to approve staff recommendation Alternative Two, Jacobsen California, for a NTE price of \$39,924.47 to be funded from the Reserve Fund. 2nd by LT Discussion: JS asked if the least expensive piece of equipment will give IGM what they need. Brandon Haynes replied that it will. Motion approved without objection 5-0.</p>
17-059	<p>Discussion and Approval: Reserve CER for Community Trees Allowance DS stated that there are two dead trees; one at the OTCC and one at the Mulligan Room that were diseased and they needed to be removed. MOTION by LT to approve staff recommendation Alternative One, Chriso’s Tree Trimming, for a NTE price of \$1,600 to be funded from the Reserve Fund. 2nd by JP Discussion: CB asked if the BVSA is going to remove all of the dead trees on BVSA property. Brandon Haynes responded that they have created a plan for removal of the trees. Motion approved without objection 5-0.</p>
17-060	<p>Discussion and Approval: Reserve CER for Heaters – Gym, Craft Center & Weight Room 816 DS presented the CER. MOTION by LT to approve staff recommendation Alternative One, Fassbender & Sons Heating & Air for a total cost of \$6,208 plus a 10% contingency of \$620.80 for a total NTE price of \$6,828.80 to be funded from the Reserve Funds. 2nd by JP Motion approved without objection 5-0.</p>
17-061	<p>Discussion and Approval: Reserve CER for Wading Pool Cover Replacement DS presented the CER. MOTION by JP to approve staff recommendation Alternative One, Knorr Systems, Inc. for a NTE price of \$1,458.65 to be funded from the Reserve Funds. 2nd by JS Motion approved without objection 5-0.</p>
17-062	<p>Discussion and Approval: Reserve CER for OTCC Main Pool Cover Replacement No discussion. This Agenda Item was presented in Agenda Item 17-061. MOTION by JP to approve staff recommendation of Alternative One, Knorr Systems, Inc. for a total NTE price of \$7,847.21 to be funded from the Reserve Funds. 2nd by JS Motion approved without objection 5-0.</p>
17-063	<p>Discussion and Approval: Reserve CER for Golf Course Tree Allowance Brandon Haynes presented the CER. MOTION by JP to approve staff recommendation Alternative One, Chriso’s Tree</p>

	Trimming for a total NTE price of \$1,600 to be funded from the Reserve Fund. 2 nd by RH Motion approved without objection 5-0.
17-064	Discussion: BVSA Summer Employee Party Monday, August 8, 2016 – Follow-Up TL stated that the party was very different this year and the new format went very well with the employees, families and volunteers.
17-065	Discussion: Greater Tehachapi Fire Safe Council Community Meeting August 17, 2016 at 6:00 PM – 8:00 PM at the Whiting Center Flyer was presented.
17-066	Discussion: October 2016 Bear Tracks Board Article Due on September 20, 2016 Jim Panek will be writing the Bear Tracks article for the October 2016 edition.
17-067	Discussion: Town Hall Meeting Tuesday, October 11, 2016 ES stated that he will request that this item be placed on the Liaison Committee agenda.

G. SUMMARY OF TODAY’S FOLLOW UPS:

1. The Board was asked to submit their top three Reserve Item List projects at the next Board Meeting on August 22, 2016.
2. The Board Amenity Tours will be postponed until further notice.

H. ANNOUNCE UPCOMING MEETINGS

- Special Monthly Board Meeting: Monday, August 22, 2016 at 12:00 PM, Oak Branch Saloon (Closed executive session to begin immediately following the Open Meeting)
- BVCSD/BVSA Liaison Meeting, Tuesday, August 23, 2016 at 9:00 AM, BVCSD
- Regular Monthly Board Meeting, Tuesday, September 20, 2016 at 6:00 PM, Oak Branch Saloon (Closed executive session to begin at 1:00 PM prior to the Open Meeting)

NOTICE OF SPECIAL EXECUTIVE SESSION BOARD MEETING TO BEGIN AT 1:00 PM PRIOR TO THE OPEN SESSION

The Bear Valley Springs Board of Directors will be holding a Special Executive Session Board Meeting prior the open session where they will conduct Association business that falls within any one of the following categories:

1. Member Discipline/ECC Matters – None
2. Litigation/Legal Matters – None
3. Contracts – 1 item
4. Delinquent Assessments – None
5. Personnel Matters – 1 item
6. Compliance Officer Report – 1 item

*Executive Session Board Meetings are confidential and therefore **CLOSED** to the membership.*

I. ADJOURN REGULAR MONTHLY MEETING: @ 8:00 PM

BOARD APPROVAL:

August 23, 2016

Date

Kathleen Chattin

Kathleen Chattin – Secretary
Bear Valley Springs Association