



Bear Valley Springs Association Board of Directors

SPECIAL BOARD MEETING

Monday, August 22, 2016 at 12:00 PM

Oak Branch Saloon

MINUTES

Open to All
Members

A. ANNOUNCEMENTS:

1. **Call to Order and Pledge of Allegiance** conducted by President Todd Lander @ 12:07 PM

2. **Roll Call**

Board Present: President Todd Lander, Vice President Larry Thompson, Treasurer Rebecca Hewett, Director Julia Stavlo and Director Jim Panek (joined the meeting at 12:29 PM)

Staff Present: General Manager Edward Simpkins, Board Secretary Kathleen Chattin, Environmental Control Debbie Shryock, Recreation Manager Debbie Papac, ECC Field Representative Michael Gruett and Asset Administrator Karen Dixon

3. **Intent to Tape the Meeting** read into the record by President Todd Lander

4. **Board Comments/Announcements**

TL thanked all of the visitors for coming to the Board Meeting.

B. ADMINISTRATIVE & PROCEDURAL MATTERS / CORRESPONDENCE:

1. **Approval of Agenda:**

a. **August 22, 2016 Special Board Meeting Agenda**

MOTION by LT to approve the August 22, 2016 Special Board Meeting Agenda as presented.
2nd by RH

Motion approved without objection 4-0 (JP not present for the vote).

b. **Notice of Special Executive Session Board Meeting after the Open Session:**

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

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

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

2. **Approval of Minutes:**

a. **July 25, 2016 Special Board Meeting Minutes**

MOTION by RH approve the July 25, 2016 Special Board Meeting Minutes as presented.
2nd by LT

Motion approved without objection 4-0 (JP not present for the vote).

C. MEMBER COMMENTS:

Chris DeArmond – 3431-266 – Dog Park

Kathy Carey – 3430-448 – Dog Park

Sherri Grace – 3430-450 – Dog Park

Judy Walsh – 3430-047 – Dog Park

Kathy Underwood – 3430-006 – Dog Park/BVSCRFF

D. BOARD BUSINESS / ACTION ITEMS: 4 items

<p>1.</p>	<p>Discussion: Reserve Project List – Board of Director Priorities RH – MR Kitchen Remodel #1, Whiting Center Rest Rooms #2, #3 Sound System JS – MR Kitchen Remodel #1, Whiting Center Rest Room & Weight Room Remodel #2, BVSA Phone System #3 LT – MR Kitchen Remodel #1, Whiting Center Rest Rooms #2, #3 Sound System TL – MR Kitchen Remodel #1, Whiting Center Rest Rooms #2, #3 Sound System DS explained the current status of the Whiting Center Rest Rooms Remodel Project. 2-3 month project. She has been working with Mark Gonzales, the Facilities Manager on the Sound System which has been ordered. DS has been working with Wesley Shryock, the Finance Manager on the BVSA Phone System which will be replaced due to the age and status of the Nortel maintenance. She also gave the current status of the MR Kitchen Remodel.</p>
<p>2.</p>	<p>Discussion and Approval: Oak Canyon Trail – Habitat Assessment Proposal ES briefed the Board and members on the status of the Habitat Assessment Proposal submitted by Camas Consulting. The initial proposal to obtain regulatory permits for trail improvements and assessment is \$19,000. ES requested approval from the Board for the Camas Consulting Habitat Assessment Proposal for the next steps in this process. MOTION by TL to approve staff recommendation to approve Camas Consulting Quote of \$19,000 and NTE \$20,000 for services estimated to be funded by the Contingency Fund. 2nd by RH Discussion: Judy Walsh requested a copy of the map of the areas with marked easements. Was an alternative route looked at? ES answered that it was discussed but the streambed or high water mark has created the route. Kathy Underwood asked what would be included and ES explained that it would be only the permitting process for this expenditure. Linda Bryant – 3417-361 – EAC approval should be required, the sign should be changed and flood control easement or water channel natural flow should be used are the route. Kathy Carey requested that RH attend the EAC meetings and asked that the article be in Bear Tracks continually that there are MANY more equestrians on Bear Valley Road now that . Bob Howard – 3440-092 – 30 Year Agreement – what does it entail...more repairs in a few years when it washes out again. Motion approved without objection 5-0.</p>
<p>3.</p>	<p>Discussion: Capital Expenditures TL requested that ES provide clarification of the new “Capital Expenditure Budget” and how it is different from the Reserve, Special Assessment, etc. ES explained that Capital Expenditures are recognized as the same as Community Improvement and it is a recognized practice to use 1.5% of the prior year FY budget for estimating the current FY Capital Expenditure budget. LT suggested this fund be used for expansion of the driveway to the BVSA office. JS suggested that it be added as a separate line item on the T-Report.</p>
<p>4.</p>	<p>Discussion and Approval: Individual Request to be Seated on an Advisory Committee – John McGuffey/Finance Advisory Committee Board discussion regarding the changes to the advisory committees. MOTION by LT to approve the Request to be Seated on an Advisory Committee submitted by John McGuffey to be on the Finance Advisory Committee 2nd by RH Discussion: JS read the applicable rules to the Board regarding requests and appointments to the advisory committees. Motion carries 3 (LT, TL, JP) to 2 (RH, JS). Discussion: LT requested that the Rules Committee add “Rules Chairman must approve and submit for all additions to the committee membership”.</p>

E. FOLLOW UP ITEMS FROM TODAY’S MEETING:

Special Board Meeting, August 22, 2016

1. LT requested that the Rules Committee add “Committee Chair must approve all applications and submit to the Board for all additions to the committee membership” to the BVSA Committee Rules.

F. ANNOUNCE UPCOMING MEETINGS:

BVCSD/BVSA Liaison Meeting, Tuesday, August 23, 2016 at 9:00 AM, BVCSD

Regular Meeting of the Board of Directors Tuesday, September 20, 2016 at 6:00 PM, Oak Branch Saloon

Special Board Meeting, Monday, September 26, 2016 at 12:00 PM, Oak Branch Saloon

G. ADJOURN SPECIAL MEETING @ 1:32 PM

BOARD APPROVAL:

September 27, 2016

Date

Kathleen Chattin

Kathleen Chattin – Secretary
Bear Valley Springs Association