



# Bear Valley Springs Association Board of Directors

Regular Monthly Meeting  
Tuesday, April 18, 2017 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 @ 6:00 PM
2. **Roll Call**

**Board Present:** President Todd Lander, Vice President Larry Thompson, Director Jim Panek, and Director Julia Stavlo

**Board Absent:** Treasurer Rebecca Hewett

**Staff Present:** General Manager Cheramy Krueger, Finance Manager Wesley Shryock, Project Manager Debbie Shryock, Payroll Administrator Jennifer Smith, and Board Secretary Kathleen Chattin

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

### B. ADMINISTRATIVE & PROCEDURAL MATTERS / CORRESPONDENCE

<u>Item #</u>	<u>Item</u>
17-274	<b>Approval of the Agenda</b> <ul style="list-style-type: none"> <li>▪ April 18, 2017 Regular Meeting Agenda</li> </ul> <b>MOTION</b> by LT 2 <sup>nd</sup> by JP <b>Motion approved without objection 4-0.</b>
17-275	<b>Approval of Minutes</b> <ul style="list-style-type: none"> <li>▪ March 21, 2017 Regular Meeting Minutes</li> </ul> <b>MOTION</b> by JP 2 <sup>nd</sup> by LT <b>Motion approved without objection 4-0.</b>
17-276	<b>Reading of the Executive Session Report -</b> read into the record by President Todd Lander. <ul style="list-style-type: none"> <li>▪ Regular Meeting 03/21/17</li> </ul>
17-277	<b>Receive and File Various Committee Reports</b> <ul style="list-style-type: none"> <li>▪ Golf Advisory Committee – 03-07-17</li> <li>▪ Recreation Advisory Committee – 03-01-17</li> <li>▪ Rules Advisory Committee – 03-07-17</li> <li>▪ Equestrian Advisory Committee – 03-06-17</li> </ul> <b>MOTION</b> by JP 2 <sup>nd</sup> by LT <b>Motion approved without objection 4-0.</b>
17-278	<b>Treasurer’s Report</b> – presented by Director Julia Stavlo and received and filed into the record as presented.

### C. GENERAL MANAGER

<u>Item #</u>	<u>Item</u>
17-279	<b>Controller’s Report</b> – presented by Controller Wesley Shryock and received and filed into the record as presented.

<b>17-280</b>	<b>Amenity Highlights and Challenges</b> – presented by General Manager Cheramy Krueger and received and filed into the record as presented.
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**D. MEMBER COMMENTS** – None

**E. CONSENT CALENDAR** – 4 items

<b>17-281</b>	2016-2017 Board of Directors Board Meeting Schedule
<b>17-282</b>	2016-2017 Board of Directors Operational Calendar
<b>17-283</b>	BVSA Follow Up Items list
<b>17-284</b>	Approval to post proposed changes in ECC Rules, Section 114, General Appearance, Subsection (A), Garbage Receptacles, Storage Areas, Etc., Subsection (b)
	<b>MOTION</b> by LT to receive and file the Consent Calendar items as presented. 2 <sup>nd</sup> by JS <b>Motion approved without objection 4-0.</b>

**F. BOARD BUSINESS ACTION ITEMS** – 19 items

<b>Item #</b>	<b><u>Item</u></b>
<b>17-285</b>	<b>Discussion and Approval: 2017-2018 Annual BVSA Fiscal Year Budget</b> <b>MOTION</b> by LT to approve the 2017-2018 Annual BVSA Fiscal Year Budget as presented. 2 <sup>nd</sup> by JP <b>Motion approved without objection 4-0.</b>
<b>17-286</b>	<b>Discussion and Approval: 2017-2018 Annual BVSA Member Assessment</b> <b>MOTION</b> by JP to approve the 2017/2018 Annual BVSA Member Assessment of \$1,436 as presented. 2 <sup>nd</sup> by LT <b>Motion approved without objection 4-0.</b>
<b>17-287</b>	<b>Discussion and Approval: 2017-2018 Annual BVSA Fee Schedule</b> <b>MOTION</b> by LT to approve the 2017/2018 Annual BVSA Fee Schedule as amended. 2 <sup>nd</sup> by JP <b>Motion approved without objection 5-0.</b>
<b>17-288</b>	<b>Discussion and Approval: Resolution for Statement of Policies and Practices for 2017-2018 Collection of Delinquent Assessments and Enforcement of Liens</b> <b>MOTION</b> by TL to approve Resolution #1.16/17, Statement of Policies and Practices for 2017-2018 Collection of Delinquent Assessments and Enforcement of Liens, as presented. 2 <sup>nd</sup> by LT <b>Motion approved without objection 5-0.</b>
<b>17-289</b>	<b>Discussion and Approval: 2017-2018 BVSA Board of Directors Election “Record Date” (establishes who the property owner is on that date) - Proposed Record Date May 5, 2017</b> <b>MOTION</b> by LT to approve May 5, 2017 as the 2017 BVSA Board of Directors Election Record Date which establishes who the property owner is on that date for mailing of the 2017 Notice of Annual Meeting and Election. 2 <sup>nd</sup> by TL <b>Motion approved without objection 5-0.</b>

<p><b>17-290</b></p>	<p><b>Discussion: Range Fire Investigation</b>                  CK stated that there is nothing new to report.                  Bill Holloway 3461-442 – Asked what the findings of the investigation are.                  Steve Roberts 3559-102 – Asked if the property fee being paid to the State Board of Equalization is being used for the local fires.</p>
<p><b>17-291</b></p>	<p><b>Discussion: Whiting Center Bathroom Remodel Update</b>                  DS presented the status of the Whiting Center Bathroom Remodel Update.</p>
<p><b>17-292</b></p>	<p><b>Discussion and Approval: Reserve CER for Fountain at Hole #7</b>                  DS presented the CER.  <b>MOTION</b> by JP to approve Alternative One, Kern Turf Supply for the NTE total price of \$1,788.90 to be funded by the Reserve Fund.                  2<sup>nd</sup> by LT  <b>Motion approved without objection 4-0.</b></p>
<p><b>17-293</b></p>	<p><b>Discussion and Approval: Reserve CER for GM Laptop/Monitors</b>                  DS presented the CER.  <b>MOTION</b> by LT to approve Alternative One, CDW, for \$2,740.86 plus a 10% contingency of \$274.08 for a total NTE price of \$3,014.94 that will be funded from the Reserve Fund.                  2<sup>nd</sup> by JP  <b>Motion approved without objection 4-0.</b></p>
<p><b>17-294</b></p>	<p><b>Discussion and Approval: Reserve CER for Back Flow Valves</b>                  DS presented the CER.  <b>MOTION</b> by LT to approve Alternative One, Kern Turf Supply, for \$1,157.66 plus a 10% contingency of \$115.76 for a total NTE price of \$1,273.42 that will be funded from the Reserve Fund.                  2<sup>nd</sup> by  <b>Motion approved without objection 4-0.</b></p>
<p><b>17-295</b></p>	<p><b>Discussion and Approval: Reserve CER for Furniture – Bar Chairs – OTCC</b>                  DS and David Zimmerman presented the CER.  <b>MOTION</b> by JP to approve Alternative One, Gasser Chair Co., for a cost of \$38,286.43 plus a 10% contingency of \$3,828.64 for a total NTE price of \$42,115.07 to be funded from the Reserve Fund.                  2<sup>nd</sup> by LT  <b>Motion approved 3 (JP,JS,TL) - 1 (LT).</b></p>
<p><b>17-296</b></p>	<p><b>Discussion and Approval: Reserve CER for Exhaust Fans – Whiting Center</b>                  DS presented the CER.  <b>MOTION</b> by LT to approve Alternative One, Global/Home Depot for \$1,728.68 plus a 10% contingency of \$172.86 for a total NTE price of \$1,901.54 to be funded from the Reserve Fund.                  2<sup>nd</sup> by  <b>Motion approved without objection 4-0.</b></p>
<p><b>17-297</b></p>	<p><b>Discussion and Approval: Reserve CER for Doors, Exterior, Garage &amp; Opener Cart Barn</b>                  DS presented the CER.  <b>MOTION</b> by LT to approve Alternative One, C&amp;M Overhead Doors, Inc., for a total NTE price of \$1,337.00 to be funded by the Reserve Fund.                  2<sup>nd</sup> by JP</p>

	<b>Motion approved without objection 4-0.</b>
<b>17-298</b>	<b>Discussion and Approval: Reserve CER for Carpet Extractor</b> DS presented the CER. <b>MOTION</b> by JP to approve Alternative One, Supply Works, for \$4,163.08 plus a 10% contingency of \$416.08 for a total NTE price of \$4,579.38 to be funded from the Reserve Fund. 2 <sup>nd</sup> by JS <b>Motion approved without objection 4-0.</b>
<b>17-299</b>	<b>Discussion and Approval: Reserve CER for Toaster Oven</b> KC to add this agenda item to the April 24, 2017 Special Board Meeting Agenda.
<b>17-300</b>	<b>Discussion: Line Dancing at the Oak Branch Saloon on the First Friday of the Month</b> DZ presented the options for replacing line dancing on the first Friday of each month in the Oak Branch Saloon. The Board agreed that the line dancing should be replaced with another form of entertainment on the first Friday of each month on a trial basis for Summer 2017.
<b>17-301</b>	<b>Next Town Hall Meeting Tuesday, July 10, 2017 at 6:30 PM – BVCS D Hosting</b> CK to ask that the next Town Hall Meeting be included as an agenda item at the Liaison Meeting.
<b>17-302</b>	<b>Discussion: June 2017 Bear Tracks Board Article due on May 17, 2017</b> Larry Thompson will write the article.
<b>17-303</b>	<b>Discussion: 2017-2018 BVSA Meet the Candidates Night, Wednesday, May 17, 2017 at 6:30 PM</b> TL reminded everyone that the self-nominations must be filed by Wednesday, April 19, 2017 at 4:00 PM.

**G. SUMMARY OF TODAY’S FOLLOW UPS**

1. KC to add the Reserve CER for Toaster Oven to the April 24, 2017 Special Monthly Board Meeting Agenda.
2. TL will notify the Line Dancers that Line Dancing at the Oak Branch Saloon will be replaced as entertainment on the first Friday of each month.
3. CK to ask that the next Town Hall Meeting be included as an agenda item at the Liaison Meeting.
4. CK to follow-up on the amendment to the 2017-2018 Fee Schedule.

**H. ANNOUNCE UPCOMING MEETINGS AND NOTICES**

**MEETINGS**

- Special Monthly Board Meeting, Monday, April 24, 2017 at 1:00 PM, OBS
- BVCS D/BVSA Liaison Meeting, Thursday, April 27, 2017 at 9:00 AM, BVCS D
- Regular Monthly Board Meeting, Tuesday, May 16, 2017 at 6:00 PM, Oak Branch Saloon (Closed Executive Session prior to the Open Meeting)

**NOTICES**

- Closed Executive Session Board Meeting on April 18, 2017 to begin at 2:00 PM (prior to the Open Session) where the Board of Directors will conduct Association business that falls within any one of the following categories:  
Member Discipline/ECC Matters – 2 items

Litigation/Legal Matters – None

Contracts – None

Delinquent Assessments – None

Personnel Matters – 2 items

Compliance Officer Report – None

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

**I. ADJOURN REGULAR MONTHLY MEETING @ 7:40 PM**

**BOARD APPROVAL:**

May 17, 2017

Date

*Kathleen Chattin*

Kathleen Chattin – Secretary  
Bear Valley Springs Association