



**Bear Valley Springs Association Board of Directors**  
**Regular Monthly Meeting**  
 Tuesday, December 18, 2018 at 6:00 PM  
 Oak Branch Saloon  
**MINUTES**

**Open to All Members**

**A. ANNOUNCEMENTS – 6:00 PM**

1. **Call to Order – Pledge of Allegiance**
2. **Roll Call –**

**Board Members Present:** President Todd Lander, Vice-President Larry Thompson, Treasurer Guy Munday, Director Jim Panek

**Board Members Absent:** Director Monique Herbst

**Staff Present:** General Manager Cheramy Krueger, Board Secretary Anita Bauer, Project Manager Debbie Shryock, Controller Wesley Shryock

3. **Declaration of Intent to Tape the Meeting**

*This meeting will be digitally recorded to assist in capturing the minutes. Members attending the meeting are prohibited from using any sort of recording device during the meeting. This includes audio recorders, video recorders or any type of camera (including cell phone cameras).*

4. **Board Comments & Announcements**

**B. ADMINISTRATIVE & PROCEDURAL MATTERS / CORRESPONDENCE**

| Item # | Item   |
|--------|--|
| 19-117 | <b>Approval of the Agenda</b> <ul style="list-style-type: none"> <li>▪ December 18, 2018 Regular Meeting Agenda</li> </ul> MOTION by LT to approve the agenda<br>2 <sup>nd</sup> by JP<br>Motion Approved Vote 4-0   |
| 19-118 | <b>Approval of Minutes</b> <ul style="list-style-type: none"> <li>▪ November 20, 2018 Regular Meeting Minutes</li> </ul> MOTION by GM to approve the minutes from November 20, 2018.<br>2 <sup>nd</sup> by LT<br>Motion Approved Vote 4-0  |
| 19-119 | <b>Reading of the Executive Session Reports</b> <ul style="list-style-type: none"> <li>▪ Regular Meeting 11-20-18</li> </ul> Read into the record by TL and received as presented.   |
| 19-120 | <b>Receive and File Various Committee Reports</b> <ul style="list-style-type: none"> <li>▪ Equestrian Advisory Committee – 11-05-18</li> <li>▪ Recreation Advisory Committee – 11-14-18</li> <li>▪ Food Service Advisory Committee – 10-18-18</li> <li>▪ Recommendation by RAC for Trees at Nature Path</li> </ul> Motion by LT to receive and file the various committee reports as presented.<br>2 <sup>nd</sup> by GM<br>Motion Approved VOTE 4-0 |
| 19-121 | <b>Treasurer’s Report- Guy Munday</b><br>Read into the record by Guy Munday and received as presented.   |

**C. GENERAL MANAGER**

| Item # | Item |
|--------|------|
|        |      |

|        |  |
|--------|--|
| 19-122 | <b>Controller’s Report</b><br><b>Read into the record by WS and received and filed as presented.</b>   |
| 19-123 | <b>Amenity Highlights and Challenges</b><br>CK gave an update from the amenity use around the valley for November and December. She shared the areas of the budget that the administration is trying to save money as often as possible. Budget meetings are set to begin after the first of the year. CK also gave an update on the wells at Cub lake and the numbers for Food&Beverage. CK also gave an update of Recreational activities that occurred.<br><b>Bev Smith 3431-189-</b> Asked about the guest usage in the restaurant. She also asked about the fishing event and whether guests were sponsored by a homeowner. |

**D. CONSENT CALENDAR – 4 items**

|        |  |
|--------|--|
| 19-124 | 2019 Board of Directors Meeting Schedule   |
| 19-125 | 2018-19 Board of Directors Operational Calendar  |
| 19-126 | BVSA Follow-Up Items List  |
| 19-127 | 2019-2020 Budget Direction Memo and Schedule   |
|        | <b>MOTION by LT</b> to approve the consent calendar as posted.<br><b>2<sup>nd</sup> by JP</b><br><b>Motion Approved Vote 4-0</b> |

**E. BOARD BUSINESS ACTION ITEMS – 12 items**

| Item # | <u>Item</u>  |
|--------|--|
| 19-128 | Discussion and Request for Approval to Adopt:<br>Article 18, Amenities Special Activities Use by Individuals and Groups.<br><b>MOTION by JP</b> not to approve the adoption of article 18 as written and submitted<br><b>2<sup>nd</sup> by GM</b><br><b>Motion Approved Vote 4-0</b>   |
| 19-129 | Discussion and Request for Approval to Adopt: Article 3, General Rules for Amenities and Facilities Operated by the Association. Section 307 (e).<br><b>MOTION by JP</b> not to approve the adoption of article 3 as written and submitted<br><b>2<sup>nd</sup> by GM</b><br><b>Motion Approved Vote 4-0</b>   |
| 19-130 | Discussion and Request for Approval: RAC Recommendation and Request by Friends of Nature Path to plant 3 Fremonti Poplar trees.<br>Kimberly Clow presented her request and plan for the 3 Fremonti Poplar trees the Friends of the Nature Path are hoping to plant. Price for trees would total \$265.00. JP asked about water and KC answered that friends of the nature path will water them until they are established.<br><b>MOTION by TL</b> to approve the request by the friends of the nature path for the purchase of 3 poplar trees to be planted and fenced for a price of \$265.00 plus a 10% contingency fund to be funded from the board contingency fund.<br><b>2<sup>nd</sup> by LT</b><br>GM asked about the BVSCRFF fund. TL said they have to fund it first procedurally first.<br><b>Motion Approved Vote 4-0</b><br><b>Motion by TL to fund the \$300 cost of the Poplar tree from the BVSCRFF fund.</b><br><b>2<sup>nd</sup> by LT</b> |

|               |  |
|---------------|--|
|               | <b>Motion Approved Vote 4-0</b>  |
| <b>19-131</b> | Discussion and Approval: Changes to the MCDB<br><b>MOTION by LT</b> to approve the MCDB changes<br><b>2<sup>nd</sup> by JP</b><br><b>Motion Approved Vote 4-0</b>  |
| <b>19-132</b> | Discussion and Approval: 2019 Board Advisory Individual Committee Requests<br>1. EAC Request to Appoint Danya Gambill.<br><b>Motion by LT</b> to approve the appointment of Danya Gambill to the EAC<br><b>2<sup>nd</sup> by JP</b><br><b>Motion carries 4-0</b><br><br>2. EAC Request to Appoint Judy Walsh.<br><b>Motion by JP</b> to approve the request to appoint Judy Walsh to the EAC.<br><b>2<sup>nd</sup> by LT</b><br><b>Motion Approved 4-0</b>   |
| <b>19-133</b> | Discussion and Request for Approval: 2019 Board Advisory Annual Committee Requests for Members Appointment<br><b>MOTION by LT</b> to approve the Rules Advisory Committee members as submitted<br><b>2<sup>nd</sup> by JP</b><br><b>Motion Approved Vote 4-0</b><br><br><b>Motion by LT</b> to approve the Committee Members nominated by the EAC as submitted<br><b>2<sup>nd</sup> by JP</b><br><b>Motion Approved Vote 4-0</b><br><br><b>Motion by JP</b> to approve the GAC members as submitted for 2019.<br><b>2<sup>nd</sup> by LT</b><br><b>Motion Approved Vote 4-0</b><br><br><b>Motion by GM</b> to approve the RAC members as presented for 2019.<br><b>2<sup>nd</sup> by LT</b><br><b>Motion Approved Vote 4-0</b><br><br><b>Motion by GM</b> to accept the FSAC members as presented for 2019.<br><b>2<sup>nd</sup> by LT</b><br><b>Motion Approved Vote 4-0</b><br><br><b>Motion by LT</b> to approve the FAC members as presented for 2019.<br><b>2<sup>nd</sup> by GM</b><br><b>Motion Approved Vote 4-0</b> |
| <b>19-134</b> | Discussion and Request for Approval: 2019 Inspector of Election Proposal and Contract.<br><b>MOTION by JP</b> to approve the 2019 Inspector of Election Contract for a total of \$15, 678. Plus a 10% contingency of \$1,568. For a total of \$17,246.00 to be funded through  |

|               |   |
|---------------|---|
|               | <p>operations.<br/> <b>2<sup>nd</sup> by GM</b><br/> <b>Motion Approved Vote 4-0</b></p>  |
| <b>19-135</b> | <p>Discussion and Approval: Reserve CER for Rifle Range- Solar System<br/> DS gave an update as to the reason why the solar system is needed.<br/> <b>MOTION by GM</b> to approve Alternative One BVSA Labor \$600.00 and \$2,814.37 Materials for a total of \$3,414.37 plus a 10% contingency of \$341.43 for a total of \$3,755.80 to be funded by the reserve funds<br/> Mark Woods would like to thank the support of the Association for the Rifle range.<br/> <b>2<sup>nd</sup> by LT</b><br/> <b>Motion Approved Vote 4-0</b></p>   |
| <b>19-136</b> | <p>Discussion and Approval: Reserve CER for Jacobsen Eclipse 322 Mower<br/> <b>MOTION by JP</b> to approve Alternative One Jacobsen Southern California in the amount of \$42,915.53 plus a 10% contingency of \$4,291.55 for a total of \$47,207.08 to be funded from the reserve account.<br/> GM asked if we are putting enough money away for these purchases. WS stated that we have a reserve specialist come through every 3 years to help us to determine whether we are putting enough money away.<br/> <b>2<sup>nd</sup> by LT</b><br/> <b>Motion Approved Vote 4-0</b></p> |
| <b>19-137</b> | <p>Discussion and Approval: Reserve CER for Jacobsen Fairway Mower<br/> <b>MOTION by JP</b> to approve Alternative One Jacobsen Southern California in the amount of \$51,263.66 plus a 10% contingency of \$5,126.36 for a total of \$56,390.02 to be funded from the reserve account.<br/> <b>2<sup>nd</sup> by LT</b><br/> <b>Motion Approved Vote 4-0</b></p>   |
| <b>19-138</b> | <p>Discussion: February 2019 Bear Tracks Board Article Due on January 16, 2019<br/> Guy Munday to write the article.</p>  |
| <b>19-139</b> | <p>Discussion: 2018 Volunteer Appreciation Dinner, January 24, 2019</p>   |

**F. MEMBER COMMENTS**

In order to give you an opportunity to address the Board, and in compliance with Civil Code Section 4925 and 5000(b), we've set aside a period of time for members to provide their comments to the Board. We ask that you document your issue(s) by completing the BVSA Public Comments Form to assist us in documenting your issue. If you have not already filled out a Public Comments Form, please do so now and hand it to the Administrative Assistant, Anita Bauer. The forms are located at the entrance where you came in. When you are recognized, please come up to the lectern and use the microphone. Begin by stating your name and tract/lot number for the record and please limit your comments to five (5) minutes. If someone else has already stated the issue, but you have something else to add to it, please raise your hand to be recognized. Due to time constraints the Chair may limit participation to once per member. Thank you for your cooperation and adherence to this Open Forum Policy.

In order to give you an opportunity to address the Board, and in compliance with Civil Code Section 4925 and 5000(b), we've set aside a period of time for members to provide their comments to the Board. We ask that you document your issue(s) by completing the BVSA Public Comments Form to assist us in documenting your issue. If you have not already filled out a Public Comments Form, please do so now and hand it to the Administrative Assistant, Anita Bauer. The forms are located at the entrance where you came in. When you are recognized, please come up to the lectern and use the microphone. Begin by stating your name and tract/lot number for the record and please limit your comments to five (5) minutes. If someone else has already stated the issue, but you have something else to add to it, please raise your hand to be recognized. Due to time constraints the Chair may limit participation to once per member. Thank you for your cooperation and adherence to this Open Forum Policy.

**John McGuffey- 3471-032** – He is requesting an IDR regarding article . TL said John should set up a time with staff.

**Bev Smith-3430-189**- She asked if the Article 18 and Article 3 issues have been laid to rest. She wants to discuss the discipline regarding her Hearing. She read her letter she received from our attorney. Further dialogue occurred about her disciplinary hearing.

**Bryan Stainfield- 3430-103**- Her comments were regarding the rule change. He wants to know what the genesis is for proposing the rule change. CK answered that the previous GM in April 22, 2015 and previous Board of Directors had begun the process of inviting guests through the Chamber of Commerce. She reiterated that this was not a new attempt but a continuing issue from 2015. Bryan asked why did it get voted down.

**Jaci Belgard 3417-305** – She said we are missing a really important part. It would have been illegal to serve alcohol to outsiders under our current ABC license.

**Denise Hall**- She is speaking on behalf of a group of women who go to a dance class and stated that the fees are continuing to go up. This is Teresa’s dance class. She asked that the WC staff be taught to be kind and not cranky. They would like to be treated respectfully.

**Bev Smith** – She asked about the letter we received from ABC. She wants to know what our response is to the letter. CK answered that management will be asking for amenity cards.

### **G. SUMMARY OF TODAY’S FOLLOW UPS:**

### **H. ANNOUNCE UPCOMING MEETINGS AND NOTICES** **MEETINGS**

- Regular Monthly Board Meeting, Tuesday, January 15, 2019 at 6:00 PM, Oak Tree Country Club (Closed executive session to begin at 2:00 PM prior to the Open Meeting)
- Special Monthly Board Meeting, Monday, January 21, 2019 at 1:00 PM, BVSA Conference Room (Closed executive session to begin immediately following the Open Meeting)
- BVCSD/BVSA Liaison Meeting, Tuesday, January 8, 2019 at 9:00 AM, BVCSD

### **NOTICES**

- Special Executive Session Board Meeting on December 18, 2018 to begin at 1:00 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 – None
  - Litigation/Legal Matters – 3 items
  - Contracts – 5 items
  - Delinquent Assessments/ECC Discipline – 13 items
  - Personnel Matters – 11 items
  - Compliance Officer Report – None

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

### **I. ADJOURN REGULAR MONTHLY MEETING: 7:30 PM**

**Board Approval on January 15, 2019**

***Anita Bauer***

**Board Secretary**