



Bear Valley Springs Association Board of Directors
Regular Monthly Meeting
Tuesday, October 15, 2019 at 6:00 PM
OTCC Reception Area
MINUTES

Open to All
Members

A. ANNOUNCEMENTS

1. **Call to Order @ 6PM – Pledge of Allegiance**
2. **Roll Call -**

Board Members Present: President Jim Panek, Vice-President Monique Herbst, Director Guy Munday, Director Butch Reyburn, Director Peggy Bergman-Smith

Staff Members Present: General Manager Wesley Shryock, Administrative Assistant Anita Bauer, Project Manager Debbie Shryock, Gina Silva, Accountant.

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).

B. ADMINISTRATIVE & PROCEDURAL MATTERS / CORRESPONDENCE

| <u>Item #</u> | <u>Item</u> |
|---------------|--|
| 20-084 | Approval of the Agenda <ul style="list-style-type: none">▪ October 15, 2019 Regular Meeting Agenda Motion by GM to approve the regular meeting agenda for 10/15/19 2nd by BR Motion Approved VOTE 5-0 |
| 20-085 | Approval of Minutes September 17, 2019 Regular Meeting Minutes Motion by MH to approve the 9/17/19 regular meeting minutes. 2nd by BR Motion Approved VOTE 5-0 |
| 20-086 | Reading of the Executive Session Report <ul style="list-style-type: none">▪ Regular Meeting 09/17/19▪ Special Meeting 09/23/19 Read into the record and received and filed as reported. |
| 20-087 | Receive and File Various Committee Reports <ul style="list-style-type: none">▪ Equestrian Advisory Committee 08-05-19▪ Food Service Advisory Committee 08-15-19▪ Finance Committee 08-21-19▪ Golf Advisory Committee 09-03-19▪ Recreation Advisory Committee 10-03-19▪ Rules Advisory Committee 08-06-19 Motion by MH to receive and file the above- mentioned committee reports as reported. 2nd by GM Motion Approved VOTE 5-0 |

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| 20-088 | Treasurer’s Report – Treasurer Guy Munday Read into the record by Gina Silva and received and filed as reported. |
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C. GENERAL MANAGER

| <u>Item #</u> | <u>Item</u> |
|---------------|---|
| 20-089 | Controller’s Report – Controller Read into the record by WS and received and filed as reported. Questions were answered regarding the potable water line items and parks and rec monies received from the county. Further questions were asked regarding the district and water rates and well fees. |
| 20-090 | Amenity Highlights and Challenges – General Manager Wesley Shryock WS gave a review of the Four Island Lake repairs, Golf Course signage, and other updates to the amenities in BVS and drainage issues that have been repaired. An overview of the amenity useage for the month of September and other highlights. |

D. CONSENT CALENDAR – 6 items

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| 20-091 | 2019-2020 Board of Directors Board Meeting Schedule |
| 20-092 | 2019-2020 Board of Directors Operational Calendar |
| 20-093 | BVSA Follow Up Items list |
| 20-094 | Proposed BVSA Rule Change- Section 103 Occupational and Special Use Permits Sub-section (B) Garage/Yard Sales. |
| 20-095 | Proposed BVSA Rule Change- Article 6, Violation Procedures, Section 601, Enforcement Sub-section (A). |
| 20-096 | Proposed BVSA Rule Change- Article 17, Section 1702, Sub-section (3). |
| | Motion by GM to approve the consent calendar for October 15, 2019 2nd by MH Motion Approved VOTE 5-0 |

E. BOARD BUSINESS ACTION ITEMS – 6 items

| <u>Item #</u> | <u>Item</u> |
|---------------|---|
| 20-097 | Discussion and Request for Approval: Individual Request to be Appointed to LQAC - Lake Quality Advisory Committee- John Glaze Motion by GM to approve and appoint John Glaze to the LQAC (Lake Quality Advisory Committee). 2nd by JP Motion Approved VOTE 4-0 (Butch abstained from the vote) |
| 20-098 | Discussion and Request for Approval: Golf Advisory Committee Plaque Proposal – Tee Box #11 Motion by JP to approve the GAC plaque proposal for T- Box 11 as presented. 2nd by BR Motion Approved VOTE 5-0 |
| 20-099 | Discussion and Request for Approval: Audit Results for Fiscal Year 2018-2019. WS reported the results from the Auditor for the fiscal year 2018-19 audit. Motion by MH to release and publish the audit results for fiscal year 2018-2019. 2nd by GM |

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| | Motion Approved VOTE 5-0 |
| 20-100 | Discussion and Request for Approval- Election Services Proposal – HOA Elections of California Motion by JP to approve the Election Services proposal. GM asked if the proposal is different from last year. There is a small difference. This item will be added to Monday’s agenda. No Board Action. |
| 20-101 | Discussion and Request for Approval: Reserve CER (Capital Expenditure Request) Computer Storage and Software- Barracuda Back-Up Solution Motion by GM to approve Alternative One Datto Inc for \$6954.00 plus a 10% contingency fund of \$695.40 for a total of \$7649.40 to be funded from the reserve funds. 2nd by MH Motion Approved VOTE 5-0 |
| 20-102 | Discussion: December 2019 Bear Tracks Board Article due on November 20, 2019 Peggy Bergman- Smith to write the article. |

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 Board Secretary, 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.

Kathy Kneer – She asked a question about the RAC committee meeting minutes regarding the RC field. She is asking about a road that would give direct access. Kathy also asked about disaster preparedness regarding generators and offering the Whiting Center as a place for servicing people and possibly providing a warm place. JP answered that the BOD is discussing the sustainability of the community during power outages in the future. Fiona stated the CSD is also discussing emergency preparedness. Jeannie has a wealth of information in the emergency operational planning.

G. SUMMARY OF TODAY’S FOLLOW UPS

1. Add Election Services Proposal to Monday’s agenda.

H. ANNOUNCE UPCOMING MEETINGS AND NOTICES
MEETINGS

- Special Monthly Board Meeting, Monday, October 21, 2019 at 1:00 PM, BVSA Conference Room
- Regular Monthly Board Meeting, Tuesday, November 19, 2019 at 6:00 PM, OTCC Reception Area (Closed Executive Session prior to the Open Meeting)

NOTICES

- Closed Executive Session Board Meeting on October 15, 2019 to begin at 9:00 AM (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 – 1 item
 ECC Matters – None

Litigation/Legal Matters – None
Contracts – 1 item
Delinquent Assessments – None
Personnel Matters – None
Compliance Officer Report – None

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

I. ADJOURN REGULAR MONTHLY MEETING @ 6:58 PM

Board Approval

Date: November 19, 2019

Anita Bauer

**Anita Bauer – Secretary
Bear Valley Springs Association**