



## Bear Valley Springs Association Board of Directors

### SPECIAL BOARD MEETING

Monday, August 25, 2025 at 1:00 PM

BVSA Conference Room

Open to All  
Members

### MINUTES

#### A. ANNOUNCEMENTS:

##### 1. Call to Order @ 1:00pm

##### 2. Roll Call

Board Members Present: President Munday, Vice-President Gadzia, Treasurer Hicks, Director Burcham

Board Member Absent: David Burchard

Staff Members Present: General Manager Don Ciota, Admin. Asst./Board Secretary Anita Bauer

##### 3. 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: Fred stated CSD GM Beverly will be on jury duty for 3 weeks.

#### B. ADMINISTRATIVE & PROCEDURAL MATTERS / CORRESPONDENCE:

##### 1. Approval of Agenda:

August 25, 2025 Special Board Meeting Agenda

**Motion by JG** to approve the amended 8/25/25 special board meeting agenda

**2<sup>nd</sup> by FH**

Add Link to Pump to Board Action Items

**Motion Approved VOTE 4-0**

##### 2. Notice/Agenda of Special Executive Session Board Meeting after the Open Session:

Executive Session Board Meetings are confidential and therefore **CLOSED** to membership. The BVSA Board of Directors will be holding a Special Executive Session Board Meeting immediately following open session conducting business that falls within the following categories:

- Member Items/ECC Matters
- Litigation/Legal Matters
- Contracts
- Delinquent Assessments
- Personnel Matters
- Whistleblower

The above notice constitutes the Special Executive Session Agenda for 8/26/24

##### 3. Approval of Minutes:

July 21, 2025 Special Board Meeting Minutes

**Motion by FH** to approve the 7/21/25 Special Board Meeting Minutes

**2<sup>nd</sup> by JB**

**Motion Approved VOTE 4-0**

#### C. MEMBER COMMENTS:

#### D. BOARD BUSINESS / ACTION ITEMS: 2 items

**1. Request for Authorization-** Capital Expenditure Request (CER): Community Asphalt Maintenance, Replacement and Repair – James Panek entered the meeting to discuss the asphalt bids. Discussion occurred regarding RC model field and the current asphalt repairs needed and the desires of the RC Model Airplane Club.

**Motion by GM** to approve Alternative One, Bowman Asphalt, Inc. to repair, resurface or install any asphalt surface with the current reserve schedule for 2025-26 in the amount of \$447,379.51 with no expansion of the airfield.

**2<sup>nd</sup> by JG**

FH stated it appears jets should not be flown on that airstrip.

**Motion Approved VOTE 4-0**

**2. Request for Authorization for Individual Request to Be Appointed to Committee:** RAC – Mark Poindexter. Discussion occurred regarding the lack of need for some of these clubs to be represented at the RAC meetings. The RAC is moving to a quarterly meeting. No Board action until Don discusses with the committee

**3. Discussion: Fuel Regulator – Link to Pump Device:** Gina Silva entered the meeting to discuss the regulating of the gasoline and Diesel pumps. The hope is to monitor the accounting of the fuel. Jim stated Fuel Force Corporation used by Silver Lakes HOA and Link 2 Pump Corporation the secondary contract option are both providing usable options. There are a few differing options with each. Discussion occurred regarding fuel tax rebates, etc. AG diesel is used for the golf course. Ag fuel cannot be driven on the streets. Ag vehicles are offered a fuel rebate. Equestrian Center and Maintenance would need this system. Further discussion occurred regarding usage. Each employee would need a number and their department number and an equipment number.

**Motion by GM** to approve the purchase of this Fuel Regulator and management system not to exceed \$15,000. to be funded from Board contingency for 2025-26 fiscal year.

**2<sup>nd</sup> by FH**

**Motion Approved VOTE 4-0**

**E. FOLLOW UP ITEMS FROM TODAY’S MEETING:**

Don is going to check with the RAC about the purpose and discuss which clubs should be involved or not.

**F. ANNOUNCE UPCOMING MEETINGS:**

**BVCSD/BVSA Board Liaison Meeting:** October 2, 2025, CSD Office

**Regular Meeting,** Tuesday, September 16, 2025, at 6:00 PM, Oak Tree Country Club

**Special Meeting,** Monday, September 22, 2025, at 1:00 PM, BVSA Conference Room

**G. ADJOURN SPECIAL MEETING: @ 2:00pm**