

Bayview Village Homeowners Association Board Meeting - September 9, 2020 at 4:30 p.m. Conducted via ZOOM

AGENDA

1. Call Meeting to Order

Mary Beth Neill, President called the meeting to order at 4:30 p.m.
Mary Beth explained her method of conducting the meeting.

2. Call for Quorum Count

All Board members present.

3. Introduction of Board Members

Mary Beth Neill, President
Greg Pena, Vice President
Mary Baker Anderson, Treasurer
Frank Ricco, Secretary
Nick Uram, Landscape Committee
Gary Bequette, ARC
Judy McCay

4. Meeting Guests:

Brinton Sprague – Special Project Reserve Fund

Additional guests – Beverly Clements, Patsy Nadershahi, Turney Oswald and
Patricia Lohrey

5. Approval of Minutes from July 23, 2020 Board Organizational Meeting, Accepted.

6. Officers and Committee Reports

- **Mary Beth Neill, President**, explained her background, and how she wants to conduct the meetings. She thanked the new Board for investing their time and talents and shared a favorite quote: "I think character is permanent and issues are transient." (Vice Admiral James Stockdale)

- **Mary Baker Anderson, Treasurer**, reviewed the Statement of Activity for July – August 2020, the first two months of the HOA's fiscal year. Notable items included:

1. In the Income Line, the HOA received: \$21,592.00 from Teal Lake for their portion to fix the retention pond. They are responsible for 62% of

- the cost. We paid \$33,156 for about one half of the cost to dredge the pond. This income and expense were included in the budget.
2. Yearly ZOOM Meeting Expense of: \$163.00. This expense was not in the yearly budget.

- Attached is the current Statement of Activity July-August 2020

- **Brinton Sprague, Reserve Fund Study**, discussed the status of the HOA Reserve Fund Study. The Reserve Fund, currently \$41,194, is required by State Law and is currently funded to 9% of the statutory requirement. The HOA has a contract with Association Reserves, Inc. for a 3-year study to review and document our progress to compliance. The Board will thoroughly review the year 2 progress report and invite our study contact, Garrett Halsey, to present a brief at the November Board meeting for a questions and answer session.

- **Gary Bequette, ARC**, stated there were two requests for propane tanks installation from Pat Lohrey, and Teresa Goode. After review of the submitted ARC requests, the Board approved the requests as designed.

- **Nick Uram, Landscape Committee**, reported:

1. Arborvitae on Windrose have grown above the roof line and a group of neighbors have requested that the HOA trim it to specifications designed in a work proposal to maintain views. Although the planting is on HOA common area property, it was planted by a resident homeowner. The Board determined as it is a privately-owned landscape element which was planted by the previous homeowner, it is not the responsibility of the HOA to maintain it and pay for trimming. Mary Beth Neill and Nick Uram will meet with homeowners requesting the trim to explain the Board decision and discuss the option of their group accomplishing this work at their own expense as outlined in the submitted work proposal, now and going forward, for future view maintenance of this specific area.
2. The blind corner of Windrose and Martingale which is a stop sign intersection, should be aggressively pruned back as soon as possible to improve line of sight as this is a safety concern. Nick will inform Monarch of this requirement to have the work done as specified in the current contract. This location has been mentioned in previous Board discussions in 2019 with the recommendation for pruning back existing vegetation. Full scope of this project, to include possible removal and replacement with any new plantings and associated costs, will be included on the current list of several other open landscape issues. The Board will review and prioritize allocation of funds from the limited "Other Landscape Costs" line in the budget. Nick will develop a plan prioritizing known open and unfunded projects.
3. Monarch was paid to trim several common area birch trees in April 2020 and they have not started/completed this work. Residents have requested that we ensure this work get completed in a timely manner. Nick will meet with Monarch supervisor to get a timeline and expectation for completion.

4. Support Beth Weaver's request for reimbursement from Monarch for the damage to her property caused by the Contractor's operations in back in 2019. As President, Mary Beth Neill will write a formal letter to Monarch in support of the homeowner's previous requests, citing Section VI of the HOA's contract which requires Monarch to reimburse Ms. Weaver for damages.
5. Mary Beth Neill and Nick Uram committed to reviewing the Monarch contract in total as we are coming up for renewal at the end of this year. The recommendation was made to set up a meeting with Monarch to walk through the property to better understand how to get the best service possible from Monarch, given the current staffing challenges with the pandemic. We will maintain a collaborative approach and will strive to get additional details on project and service schedule and the completion timelines. The recommendation was also made by the President to put out a call for volunteers to serve as Landscape Block Captains to assist Nick with walking the grounds and conveying issues from homeowners in their assigned area.

- **Greg Pena, Pond Dredge Update**, The contractor's water pump was stolen. He is waiting for the new pump to arrive to complete his contract. Greg will be assisting Lynne Pihl with oversight and reporting on this important project. The Board will be sent a copy of the scheduled work and associated fees.

7. Old Business

Removal of the noxious yellow weeds growing along the hillsides was discussed. Landscaping cut them down but it was noted that the weeds need to be removed by the root and not trimmed down. Residents can pull them out by the stalk easily (with gloves and protective long sleeves and pants on) when they encounter them should they choose to do so.

No further information was available on setting up a website for the Bayview HOA. The Board is looking for an interested individual who has time and energy to devote to this project. The Board will continue to use group email as the primary means of communication as we get this year underway, but will keep this suggestion as a possible near term project pending any additional volunteer(s).

8. New Business

The east gate to the pond, which is on PLA property, has open space to walk around the gate to gain access to the pond. We had gate repairs completed several months ago and will revisit. Greg Pena is going to work with Lynne Pihl to look at the area and determine risk and propose a course of action.

The meeting was adjourned at 6:30 p.m. Next Board meeting is October 7, 2020 at 4:30 p.m.

Respectfully submitted,
Frank Ricco, Secretary

Bayview Village Homeowner's Association
Statement of Activity
 July - August, 2020

		<u>Total</u>
Revenue		
Assessments income		40,215.00
Teal Lake Pond Reimbursement		21,591.65
Total Revenue	\$	61,806.65
Gross Profit	\$	61,806.65
Expenditures		
Adminstration		
Online Meeting Expenses		163.39
Bookkeeping Service		468.70
Insurance		2,078.00
Total Adminstration	\$	2,710.09
Landscape		
Landscape contract		13,045.78
Total Landscape	\$	13,045.78
Repairs and Maintenance		
Pond		33,156.25
Total Repairs and Maintenance	\$	33,156.25
Reserve Study		475.00
Utilities		
Electricity		75.51
Total Utilities	\$	75.51
Total Expenditures	\$	49,462.63
Net Operating Revenue	\$	12,344.02
Net Revenue	\$	12,344.02