

**Bayview Village Homeowners Association
Board of Directors' Meeting Minutes
March 3, 2021**

Call to Order: A regular Board of Directors (BOD) meeting for the Bayview Village Homeowners Association (HOA) was called to order by President Mary Beth Neill at 4:32 PM. This virtual meeting was held via Zoom.

Quorum: A quorum was established with all but one member of the Board of Directors present - Mary Beth Neill, Greg Pena, Judy McCay, Mary Baker Anderson, Nick Urum, and Gary Bequette. Frank Ricco was not present.

Meeting Guests: Brinton Sprague, Lynne Pihl, Tink Green and Ross Blaker

Approval of Minutes: The minutes of the February 3, 2021 BOD meeting were approved as submitted.

Officer and Committee Reports:

President Mary Beth Neill: The theme for the BOD for this month is **Teamwork**. Mary Beth appreciates that the BOD is working as a team with open and honest discussions and sharing ideas and opinions to facilitate the management of the BVA Homeowners Association. Everyone's individual effort and special talent makes the team strong.

Treasurer Mary Baker Anderson: Mary stated that she is working on resolving an issue with QuickBooks. There were no unplanned expenses during the month of February. All association dues for the third quarter have been paid by homeowners. The Reserve Fund balance is \$51,110. This reflects all contributions budgeted through June 2021.

Reserve Fund Chairman Brinton Sprague: Brinton said that nothing was spent out of the reserve fund last month. Resealing of the asphalt driveways will be done this coming summer.

Architectural Review Committee Chair Gary Bequette: Gary reported that there was one ARC request to install a white aluminum railing along the front porch for Judy McCay on Mariner Place. This ARC request was approved unanimously. Gary stated that the recently damaged mailboxes on Windrose Drive have just been repainted.

Landscape Chairman Nick Urum: Nick reported that the leaning tree on Topside Court has been reviewed by PUD and they do not regard the tree as a hazard for the power lines at this time. The condition of the tree will be reviewed by the HOA Vegetation Management Committee to determine disposition. Nick also contacted PLA about the sliding of soil on their property hillside behind his house on Martingale Place. PLA did not express any concern about the soil movement onto their property at the base of the hillside as they stated there is a natural ravine that accommodates the soil. There is currently no damage to any Bayview Village homeowner's property due to this issue. Monarch recently spread pre-emergent weed killer on all flower beds in the Village.

Tree caterpillar nests have been spotted in trees at 71 & 81 Windrose Drive. Monarch will spray and cut down the affected branches. Homeowners should report any tree caterpillar nest in trees on their property to Nick so they can be removed.

Monarch proposed treating the crane fly infestation on the lawn areas this spring. The cost would be \$3250. Mary Baker Anderson reviewed the previous year landscape expenses and confirmed we have not had the treatment completed in the last two years. Gary Bequette proposed having this treatment done as a preventive; Greg Pena seconded the proposal and the BOD members present approved this proposal to proceed with the crane fly treatment.

A discussion was held about the annual moss and broadleaf treatment. This treatment is included in the landscape contract but the raking and disposal of the dead moss has always been an extra charge. Judy proposed that since Monarch did not perform the moss and broadleaf treatment last year as specified in the contract, we request that they forgo the extra cost for the raking and hauling away of the dead moss this year as compensation. Nick seconded the proposal and the BOD members present approved it. Nick will discuss this with Monarch. The Board also recommended that the expenses for this service be reviewed during the annual contract review.

Retention Pond Chair Lynne Pihl: Lynne reported that Travis, from North West Tree and Excavation, submitted bids for the completion of pond work to bring the pond into compliance with the 2016 inspection report (see new business discussion item).

Old Business

- Update on working proposal regarding the possibility of future transition of fences/trellises/columns: Brinton suggested a presentation be done at the Annual Meeting in June that will inform the homeowners about the current status, useful life, and cost of maintaining these structures. Options with cost analysis will be presented and the homeowners will have the opportunity to comment and ask questions. Decisions about how we manage and maintain these assets will influence our Reserves Funding as well as our operating budget. The BOD agreed with this suggestion.
- Appoint Nominations Committee to coordinate slate for Board election to be held in conjunction with the annual HOA meeting on June 23, 2021: Since BOD members should not serve on the nomination committee as stated in the BV Bylaws, Mary Beth will find a non-board homeowner to support the elections. As the Board positions are for a term of one year, we will need to present a slate to homeowners for their vote.
- Updated SBCA ARC guidelines and application forms were sent out to all homeowners in February 2021 by Mary Beth via email.

New Business

- **Review and prioritize pond projects to include completion of grading out trail access area and continuation of pond refurbishment (proposals from contractor sent to the Board by Lynne Pihl via email):** Lynne reviewed all the projects and bids from Northwest Tree and Excavation for the final work to be done on the pond. These include: remediation of the large puddle at the east end of the pond for \$3,000, mowing the sides of the pond in the spring and fall for \$3,700, repairing the crumbling concrete vault near Ludlow Bay Road for \$1,950, renovation of the pond berm for \$22,708 and seeding the sides of the pond to suppress weed growth for \$2,400. The cost of all this work is shared by Teal Lake Village as specified in their CC&Rs. This work will bring the pond into compliance with the recommendation of the Civil Engineering report of 2016 which identified a number of pond maintenance deficiencies. Mary Beth proposed that all these projects be approved pending Teal Lake Village Association (TLVA) notification; Greg Pena seconded the proposal and all board members present agreed to the proposal except for Mary Baker Anderson who abstained. Mary wanted more information on how funds will be allocated to these items – Reserve Fund, operating budget, and to ensure that TLVA commits to their portion of the expense before Bayview Village engages the contractor and the work begins. Puddle remediation should be the first priority and start as soon as possible. Dates for the additional work to be determined pending coordination with TLVA.
- **Approve contract and funding for the asphalt sealing project to complete the repair/replacement of the asphalt surfaces which were done in June of 2020:** Gary reported that to get on this summer's schedule the contractor needs a 50% down payment now. Mary Beth proposed the approval of the contract and funding for the asphalt sealing project. Gary seconded the proposal and the members of the BOD present approved the proposal. The resealing is for the asphalt driveways and pods in the entire village.
- **Vegetation Management Committee** will be meeting on a regular basis to support the Board in development of a comprehensive plan: The committee had an organizational meeting this past month and is scheduled to meet every 2 weeks. Patricia Weber has agreed to be the chair of this committee.

Comments from guests: none

Adjournment: The meeting adjourned at 5:48 PM. The next BOD meeting will be April 7th at 4:30 PM. An invitation will be sent to all homeowners inviting them to attend this Zoom meeting.

Submitted by

Judith M McCay, Secretary