

**Bayview Village Association**  
**Board of Directors' Meeting Minutes**  
**August 4, 2021**

**Call to Order:** A regular Board of Directors (BOD) meeting for the Bayview Village Home Owners Association (HOA) was called to order by President Mary Beth Neill at 4:35 PM. This virtual meeting was held via Zoom.

**Quorum:** A quorum was established with all but one member of the Board of Directors present. Those in attendance were: Mary Beth Neill, Greg Pena, Judy McCay, Nick Urum, Gary Bequette, Frank Rico and Rick Stafford.

**Meeting Guests:** Tom Kimpel, Jeanette Myers, Ross Blaker, Brinton Sprague, Erik Mikkelsen, Ross Blaker, Pat Lohrey

**Approval of Minutes:** It was moved that the Minutes of the July 14<sup>th</sup> BOD meeting be approved by Nick Urum. It was seconded by Frank Ricco. The BOD meeting minutes were unanimously approved.

**Officer and Committee Reports:**

**President Mary Beth Neill:** Mary Beth stated the new landscape company is off to a good start with hopes that there will be effective communication and a great improvement in the appearance of the community. She also thanked the board members for their year-end efforts in getting things set up for the new fiscal year.

**Treasurer Mary Baker Anderson:** Mary reported that July is the beginning of our fiscal year. Because we changed landscaping contractors August 1st and our new contract includes a discount for quarterly prepayment we have an unusually high landscaping charge for the month. It includes the July payment to Monarch and the August thru October payment to His Hands, the new landscape contractor. In addition, we paid \$1,309 for a Backflow Test required by our water company.

The second difference in our financial statements is we are separating the accounting for those expenses relating to our Reserve Assets. The \$9,810 balance due for driveway resealing was taken from the Reserve Account. In previous years it was an Operating Expense.

Accounts receivable are \$4,935 lower than budget for the month due to late homeowners payments. Mary Beth stated that there are over \$4,000 dues in arrears. After the first 30 days of the quarter they will be considered late and are subject to a late fee. If there are extenuating circumstances, the BOD will work with those homeowners to help them address their payment issue.

Tom Kimpel asked if it was possible to have some sort of system to make homeowner payments visible so they can easily check to see if they have made their payment and it has been credited

in a timely manner. This suggestion will be made to Mary Anderson to see what options would be available.

**Architectural Review Committee Chair Gary Bequette:** Gary reported that he received one ARC request from Brinton Sprague to paint the front door blue. Mary Beth moved that this request be approved; Nick Urum seconded the motion and it was unanimously approved by the BOD. Gary mentioned that Lynne Pihl has updated her previously approved ARC regarding the replacement of her back deck. The Pihls will be using manufactured wood rather than real wood.

**Landscape Chairman Nick Urum:** Nick reported that he met with the His Hands Lawn Care crew this week and their focus will be on the perimeter of the Village. Owner Charlie Orozco said that “communication is key to service”. He will send frequent emails to the Association outlining their work plan and activities as time allows. That information will be posted on the Bayview Village website. Nick stated that he believes the new company, His Hands, will make a significant improvement to the Village landscaping. They got off to a good start this week.

His Hands recommends that the grass be allowed to grow a bit higher this summer during the hot spell, and they will not mow every week until it reaches the new height. His Hands will concentrate on other landscaping needs while they are not mowing.

The current plan is to delay any pruning until September. Barking of the common areas will be delayed until January - March of next year.

Mr. Orozco asked for a “Not to Exceed” repair plan for irrigation problems to expedite that work.

Nick reported that there are 5 homes with seriously overgrown beds in the Village and His Hands will start working on those as they resolve weed issues.

Nick asked all homeowners to let him know whether they want to opt-in/opt-out of bed care ASAP so he can let the landscapers know which homes to work on and which home not to do anything other than lawn care. A white wooden stake will be placed in front of the homes opting out of bed care. Mary Beth will send out a blast to all homeowners asking them to let Nick know if they want to opt-in or opt-out.

Mary Beth asked Nick to ask the His Hands mowing crew not use the large riding mowers between the narrow spaces between houses.

Ray Newson and Erik Mikkelsen are working to solve irrigation clock and valve problems in their quad. They have identified 10 leaky control valves and some lids are missing on some of the control boxes. They have been working to find replacement parts to solve these problems. Judy provided them with a binder on the irrigation system from the archives which has been very helpful to them as they address these problems.

**Vegetation Management Committee Chair Rick Stafford:** Rick reported that the Vegetation Management Committee is working on an overall plan for the village that will include recommendations on how to handle tree issues in the Village. He and Dan Graham, a member of the committee, had their first meeting with a professional landscape designer. He plans on interviewing 2 other designers to address problems, issues and suggestions for upgrading landscaping and solving tree problems in the common area. He will also work with Craig Taylor, from His Hands, to address the same issues. The committee's intent is to come up with suggestions to improve landscaping in the Village's common area and a policy to manage view issues within the village. At Rick's request, Mary Beth moved that the BOD approve up to \$300 to pay for a landscape architect to develop a plan for the Village common area. Frank Ricco seconded the motion and it was approved unanimously by the BOD. Pat Lohrey suggested that the \$300 be credited to any subsequent work if the BOD hires him to do further work.

Rick asked if there are any plans/diagrams in the archive regarding initial landscape work in the Village. Judy responded that there may be something there and will set a date to go through the box of plans with Rick.

**Retention Pond Chair Lynne Phil:** Lynne was not at the meeting but Mary Beth reported that the rebuild of the berm in the pond has not yet been started as the contractor is waiting for the water to reach the minimum level.

**Reserve Study Chair Brinton Sprague:** Brinton reported that we are beginning the third year of the Reserve Study update. This is the final year on the contract we have with the consultant. Initially, the study identified 13 component items to be paid for out of money in the Reserve Fund. A workshop held last winter reduced these items to 8. Brinton suggested that a BOD workshop be held this fall to finalize work on the component list and pointed out that the BOD may need to include the irrigation system to the component list as it is very old and in constant need of repair. As we finalize the Reserve Study, Mary Beth stated that she wants to get more homeowners involved in managing certain aspects of this study and perhaps chairing a group of homeowners who will be responsible for oversight of these components.

### **Old Business**

- The Asphalt Sealing Project has been completed for the Village. Frank Ricco said they did a good job and Mary Beth will send a Thank You note to the company.
- A His Hands contractor meeting was held on July 16, 2021 in preparation of them assuming responsibility for the landscape work within the Village. Basic information from His Hands will be posted on the Website along with any subsequent information from the contractor.

### **New Business**

- The BOD will schedule a workshop meeting this fall to work on the Reserve Study.
- The BOD decided to continue to hold the monthly BOD meetings via Zoom until we feel it is safer to hold meetings at the Bay Club. Frank Ricco had arranged to set up regular BOD meetings at the club but will contact them to let them know we are not ready to do that due to the continuing COVID-19 threat.

**Comments from guests:** Jeannette Meyers said that she does not want the pine trees on the hillside at the back of her house removed because of slide concerns. Rick Stoddard stated that these trees are to be part of the master landscape plan that the Vegetation Management Committee is developing. A policy regarding the maintenance of trees in the common area - who pays for the work and how these trees will be maintained in the future - is to be addressed in the new VMC plan.

**Adjournment:** The meeting adjourned at 5:47 PM. The next BOD meeting will be September 1st at 4:30 PM. An invitation will be sent to all homeowners inviting them to attend this Zoom meeting.

Submitted by

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Judith M McCay, Secretary