

**Bayview Village Association
Board of Directors' Meeting Minutes
November 3, 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 4:30 PM. This virtual meeting was held via Zoom.

Quorum: A quorum was established with all members of the Board of Directors present - Mary Beth Neill, Judy McCay, Mary Baker Anderson, Nick Urum, Gary Bequette, Frank Ricco and Rick Stafford.

Meeting Guests: Greg Pena, Brinton Sprague, Lynne Pihl, Pat Lohrey, and Tink Green

Approval of Minutes: Nick moved that the clarified minutes of the October 6th BOD meeting be approved; Gary seconded the motion and the minutes were unanimously approved. Gary moved that the minutes for the October 4th special BOD meeting be approved as submitted; Rick seconded the motion and the minutes were unanimously approved. Nick moved that the minutes of the October 20th special BOD meeting be approved as submitted; Rick seconded the motion and the minutes were unanimously approved

Officer and Committee Reports:

President Mary Beth Neill: Mary Beth did not have a specific President's report. Her comments will be included in the other reported topics.

Treasurer Mary Baker Anderson: Mary reported that there is no statement this month because we have moved to a quarterly reporting. The next financial statement will be presented at the end of the quarter. BVA has paid the balance of the invoice for the completed pond berm work and we are awaiting payment from Teal Lake for their portion of the expense. Mary reported that second quarter invoice for His Hands payment has been paid. The HOA is saving 2% of the annual contract cost by paying quarterly rather than monthly.

Architectural Review Committee Chair Gary Bequette: Gary reported that there is 1 ARC request this month from Gayle and Art Hori to place a french drain along the front and west side of their house to alleviate the soggy grass areas. Gary will send this request electronically to the BOD for review and vote immediately after this meeting. The BOD will respond to the request for approval of the ARC by email to Gary Bequette.

Landscape Chairman Nick Urum: Nick reported that the slope at the corner of Martingale and Windrose has been a focus for the landscaping service and has been brought up to a manageable level for routine maintenance going forward. There was some question from VMC regarding about how specific plantings on this hillside were trimmed. Nick discussed this with His Hands and will make sure there is ongoing communication.

The irrigation audit was paused by an OWSI leak on Mariner Place which took several weeks to complete. The irrigation audit is 80% complete and is scheduled to be completed by November 14th. We expect to receive a written assessment of our system with estimated cost of repairs/refurbishment in order to budget and plan for completion prior to next Spring.

Reserve Fund Chairman Brinton Sprague: Brinton reported on the recent BOD workshop held on Oct 25th to review the Reserve Study component list - driveways, fences, ponds, etc. The BOD discussed changes we want to make on the component list when we continue working with a Reserve Study professional next year. During this workshop meeting the repair and maintenance of fences/ columns/trellises was discussed, as well as the decision to remove barking of the Village from the component list. It was decided that barking should be an operations budget item under landscaping costs and part of the vegetation plan rather than a Reserve item.

Nick and Gary did a survey of the columns and trellises and found that all of the columns need to be secured to the fences. The BOD discussed the possibility that some of the cost for maintenance of the fences, columns and trellises could be avoided if homeowners volunteered to take care of some of the maintenance work themselves. There are several volunteers who have expressed interest for a working party.

The BOD decided that removal of the fences does not make fiscal sense since they have all been replaced within the last 6-7 years and the materials (Hardi-Plank) have a 50-year warranty. The cost to remove, demolish, re-landscape, and rebuild those fenced areas that require shielding (heat pumps, irrigation system, etc.), is over twice the cost of ongoing periodic maintenance throughout the useful life of all existing fences.

The current balance of the Reserve fund is \$76,194.

Vegetation Management Committee Chairman Rick Stafford: Rick reported that the Vegetation Management Committee has been meeting regularly and consulting with experts in preparing a village-wide plan that includes tree maintenance, as well as plans for enhancing various parts of the Village common area landscaping. He will send a draft of this plan to the BOD for their review and comments.

Rick suggested that this Vegetation Management proposal for a refresh/revitalization of the Village be presented to the homeowners at the next annual meeting for approval. The cost for the proposed work for the common areas is not currently included in the operating budget and will require a discussion of options for funding if approved. Mary Beth asked Rick to prioritize the elements of the proposal to facilitate budgeting. Tree pruning/shaping will need to be included in the operating budget for next year as this service is not included in the His Hands contract. The hawthorns pruning is included this year as a transition year while we develop a comprehensive tree plan and hire a capable tree service.

It was proposed that a VMC walk-around with homeowners on each street be done to familiarize them with the proposed plan to help them visualize various components, how it will affect their area, and the proposed phasing of the projects.

Rick asked if there is a possibility to pay for the trimming of the birch trees this winter as they have not been trimmed for 3 years and are in need of pruning to maintain health. There is money in the budget under the VMC accounting line but it is unclear right now if there is enough to trim all the trees and will need to determine priority.

Pond Chair Lynne Pihl: Lynne reported that work continues on the pond maintenance items that were noted by the Geo Tech study done 5-years ago. All those tasks should be completed by the end of this year. Lynne would like to have a walk-around of the pond with BVA and Teal Lake Village homeowners to help them understand more about the pond – how it works, why we have it, and what a critical resource it is for the Villages. Lynne is working on organizing a committee made up of both BVA and TLC members to manage the pond in the future rather than rely on just one person. BVA is still waiting for the invoice for the vault repair work.

Old Business

- Update on Martingale Drainage Issue ARC request: The ARC request for this project was sent to the SBCA ARC regular meeting on October 15th. Approval of this application was deferred until more information was obtained from the applicants and requested that the applicants notify adjacent “downhill” homeowners of the proposed work. Another special SBCA ARC meeting was held on October 22nd that resulted in a letter to the applicants informing them that they would not receive approval for the project at this time. SBCA ARC is still trying to determine whether they have approval jurisdiction for this particular ARC application. Frank suggested that the applicants move quickly on re-submitting their revised ARC application so that any BVA and SBCA approvals and any required County permits be obtained so the work can start as soon as dry weather returns. The Board will continue to discuss timeline with the applicants.
- Board workshop brief summary of initiatives –see Reserve Study report above.
- Irrigation System Audit – see Landscape report above.

New Business

- BOD Vice Presidency Vacancy. Greg Pena submitted his resignation as Vice President of the BVA BOD. Nick suggested that we do not need to fill this position at this time and we wait until annual meeting in June 2022 when we elect a new BOD. Gary agreed with this suggestion and the BOD unanimously decided that we not fill this position at this time.
- SBCA President’s Meeting with HOA Presidents. Mary Beth send a 1-sheet summary of this meeting recently held at The Bay Club. Various topics relating to the SBCA and all Villages within South Bay were discussed. Mary Baker Anderson attended this meeting representing Bayview Village.

Adjournment: The meeting adjourned at 5:53 PM. The next BOD meeting will be Dec 1, 2021 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

