

**Bayview Village Association  
Board of Directors' Meeting Minutes  
March 2, 2022**

**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 3:00 PM. This virtual meeting was held via Zoom.

**Quorum:** A quorum was established with the following members of the Board of Directors present - Mary Beth Neill, Judy McCay, Mary Baker Anderson, Nick Urum, Gary Bequette and Rick Stafford. Board Members not present – Frank Ricco.

**Meeting Guests:** Greg Pena, Pat Lohrey, Tink Green, Rick Meslang, Doug and Yvonne Hewett, Brinton Sprague, Lynne Pihl

**Approval of Minutes:** It was moved by Mary Beth Neill that the minutes of the February 2, 2022 BOD meeting be approved as submitted. The motion was unanimously approved by the BOD. It was moved by Mary Beth Neill that the minutes of the February 28, 2022 Special BOD meeting be approved as submitted. The motion was unanimously approved by the BOD.

**Officer and Committee Reports:**

**President Mary Beth Neill:** Mary Beth mentioned that spring is just around the corner and a lot of landscaping, irrigation, and reserve study items are in the works.

**Treasurer Mary Baker Anderson:** Mary said that this is the beginning of the third quarter for the association so there is no Financial Statement this month. Expenses are as budgeted.

**Architectural Review Committee Chair Gary Bequette:** Gary reported that there have not been any new ARC applications submitted to him since the last BOD meeting. Mary Beth asked Rick Meslang about the status of the pending Weaver/Meslang drainage ARC application from October 2021. He said he expects the revised application will be submitted to our Bayview ARC chair next month for review and recommendations to SBCA. Rick Meslang reported he anticipates approved project to commence in late summer. Mary suggested applicants give notice to all direct neighbors below them as well as their adjacent neighbors prior to submitting the revised ARC. Mary Beth asked that Beth Weaver and Rick Meslang work with Rick Stafford, chair of the VMC, when they develop the landscaping portion of the drainage project.

**Landscape Chairman Nick Urum:** Nick reported that a few homeowners contacted him because of no yard waste pick-up. This was mostly due to the inclement weather during the snow; all yard waste has been collected. Ninety percent of beds have been weeded and pre-emergent weed suppression has been applied to these beds. Work has begun on the pruning of

the Hawthorn trees as delineated in the 2021-2022 contract. Work on the irrigation update/upgrade project is delayed because all the parts have not yet arrived. Mary Beth mentioned that the negotiated landscape contract item for spring aerating, seeding and lime application be tracked. Nick will ask about getting this scheduled. He will also ask His Hands to schedule a mid-year performance review and provide contract information as soon as possible for budget planning purposes for 2022-2023. Upcoming spring landscape work will include broad leaf weed treatment, moss removal treatment, and crane fly treatment. Mary Beth asked Nick to track that so we can give homeowners a heads up on when these turf applications will occur.

**Reserve Fund Chairman Brinton Sprague:** Brinton mentioned that our current reserve study conforms to state law through 6/30/2022. He has received 4 proposals from various Reserve Study companies that would like to work with us in the future and he asked for some Board members to review the proposals before he makes a recommendation to the BOD. State law requires that HOAs have a professional review of the Reserve Plan once every 3 years. Judy and Mary volunteered to review the proposals so a recommendation can be made to the BOD for contracting with a new Reserve Study company.

**Vegetation Management Committee Chairman Rick Stafford:** Rick reported that on February 9, 2022 our Landscape Designer Bart Berg met with the VMC at the entrance to Mariner Place. They had an excellent meeting sharing our vision and ideas for the entryway landscape refresh project. After an hour of discussion some of the VMC members spent another hour or more helping Bart do a complete survey of the entryway. The committee is very excited about this phase of the overall village vegetation refresh project.

At the VMC meeting held on February 16, 2022 committee members started the process of inventorying and measuring the HOA common area landscape beds for future refurbishments. HOA common area beds on Windrose, Topside and Martingale were surveyed as a starting point for the ongoing redesign of some or all of these beds. This will be a phased approach over the next several years,

On Monday His Hands started the scheduled Hawthorn tree pruning on Mariner Place. As planned, 9 trees were pruned and 12 trees were not pruned as they will be left to grow into full sized trees in designated areas. In addition, the trees on the south side of Mariner were left unpruned as they are scheduled for removal later this year. Mary Beth requested that when Hawthorn trees are removed the work must include not only the tree removal, but the stump grinding, and planting of turf in the empty holes. Rick asked for authorization to contact homeowners who want trees to be removed to finalize this work and get it scheduled for this spring. Mary Beth asked Rick and the VMC to take the lead on this project and get back to the Board with a proposed total cost and start date for removal of trees.

**Pond Chair Lynne Pihl:** Lynne reported that Travis of North West Tree & Excavation service has been completely paid for all the work completed in the 2021-2022 plan (does not include the regular mowing maintenance to be scheduled and paid out of operating budget). He is still

waiting for the metal fasteners to secure the plastic around the mid-pond 100 year flood emergency drain pipe. The plastic is currently secured with soil and logs which will be removed when the fasteners come in. The newly formed BVA and TLV pond committee is meeting regularly to develop a long range plan for maintaining the pond in the future and is making good progress. Lynne said that she has been looking into doing a video survey of the drainage pipes going into the pond. The company we used in the past has not responded to her calls so she is looking for another company to do the work. The cost for this work needs to be worked into future budget plans and the reserve plan. Mary asked about the 2 large excavating equipment pieces belonging to NWT & E that are still parked on our property. Lynne will contact Travis and ask him about removing the equipment or getting a liability release from him while they are on our property. The Board would like the equipment removed from current location.

### **Old Business**

- **Irrigation System Repairs/Upgrades:** A decision was made at the special BOD meeting on February 8, 2022 to move the irrigation system to the Reserve Study component list; His Hands will begin repairs and upgrades to the system prior to activating the system for the upcoming season pending availability of parts.
- **Mid-Year Landscape Performance Review:** This review should include the budget letter for landscaping services 2022-2023 – Nick will look into this.
- **OWSI Response to Turf Repairs on Mariner Place:** Nick reported that he is not making much progress in getting OWSI to address this issue. Mary and Nick will continue efforts to get this work done and paid for.

### **New Business**

- **Discussion of projects that may need to be accomplished in 2022-2023:** Mary Beth asked Board members to submit any potential projects for the next fiscal year to facilitate budget planning for next year.
- **Set schedule for budget build and Annual General HOA Meeting notification:** Wednesday, June 29, 2022 was set as the date for the next Annual General Meeting of the homeowners. It will start at 3:00pm and be held at the Bay Club unless there are pandemic restrictions that prohibit the in-person gathering. Mary Beth and Judy will develop the Annual Meeting homeowner package to be distributed to all homeowners 30 days prior to the meeting on May 29, 2022.
- **Determine BOD positions and openings for 2022-2023:** A discussion was held about filling BOD positions for 2022 - 2023. Mary Beth asked current board members to let her know if they are considering serving on the BOD next year. She will send out an email message to all homeowners announcing nominations for board positions so we will have a slate of volunteers ready for voting in advance of the Annual Meeting. The Board will also be looking to recruit a volunteer webmaster to take over maintenance of the BVA website. This webmaster is not a Board position, rather a volunteer working in support of the HOA communications efforts.

- **Solar Panels:** Rick Stafford said that he is looking into solar panels for their house and wondered why no one in this area has them. He asked if any of the Board members were aware of any approval/non-approval actions for solar panels by the BVA or SBCA ARC. Mary Beth recommended that Rick contact SBCA ARC to see if there are any other village homeowners that may have them in place. Currently Bayview Village has no ARC applications for solar panels and no homes are equipped.

**Comments from guests:** None

**Adjournment:** The meeting adjourned at 4:53 PM. The next BOD meeting will be **April 13th** at 3:00 PM. An invitation will be sent to all homeowners inviting them to attend this Zoom meeting.

Submitted by

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