

**Bayview Village Association
Board of Directors' Meeting Minutes - Approved
May 11, 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 3:03 PM. This in-person meeting was at the Bay Club.

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

Meeting Guests: Brinton Sprague, Ross Blaker, Rick Meslang joined remotely by phone (COVID exposure isolation protocol)

Approval of Minutes: Revisions to April 13, 2022 Board meeting minutes were discussed. Motion was made by Mary Beth Neill and seconded by Nick Uram that the minutes of the April 13, 2022 BOD meeting be approved as amended. The motion was unanimously approved by the BOD.

Officer and Committee Reports:

President Mary Beth Neill: Mary Beth welcomed guests to the meeting and updated the Board on Candidates for 2022-2023 Board of Directors which includes six returning members – Mary Beth Neill, Judy McCay, Mary Baker Anderson, Nick Uram, Gary Bequette, and Rick Stafford.

Mary Beth also thanked Paula Waters and Nick Uram for finishing the remediation of the Mariner Place OWSI repair project by providing soil and seeding to the area. Additional thanks were given to Patricia Webber for securing and organizing the wood chips project which greatly improved the trail to the pond. Volunteers on the project were Patricia Webber, Rick Stafford, Dan Graham, Lynne Pihl, and Ray Newson. She commented on the strong community spirit in Bayview Village.

Mary Beth updated the Board on her interactions with SBCA. She and Gary will meet with SBCA (Gil Skinner and Mark Torres) to clarify roles and responsibilities of SBCA and BVA with respect to ARC approvals, as well as process for resolving village issues.

Treasurer Mary Baker Anderson: Mary recommended that the Board conduct a thorough review of the landscaping contract renewal prior to finalizing the 2022-2023 budget. Overall operating expenses in the contract have increased as well as the signing incentive for the aerate/seed/lime turf treatment that was received at no charge this season will be an add-on expense as needed. There are several other line items that will need clarification.

Mary also reported that the notice of the annual requirement for back-flow testing of our irrigation system proposal has been received and will need to be done in June. She proposed and the Board approved funds up to \$1500 to have the testing completed. This is an annual operating requirement and expense outside of the landscaping contract and should be included in the budget going forward.

Architectural Review Committee Chair Gary Bequette: Gary reported he received one ARC request this past month. Meslang/Weaver revised ARC was submitted and distributed to the Board for review. Rick Meslang joined the meeting by phone (COVID exposure protocol). This application is a revision of the initial ARC submitted last year. After discussion, the drainage ARC was unanimously approved by the Board. The next step is to submit the approved ARC to SBCA with a request that they decide whether they have jurisdiction in this application. If determined they do, we ask for an approval.

An informal request for support comes from a Teal Lake resident requesting BV trees impeding her view be trimmed at her expense. Rick to get back to her with suggestion that she talk with her next door neighbors so the requested trimming will not result in an unaesthetic notch in the tree line. We will recommend she file the appropriate ARC application and suggest she use T&C Tree Services. She needs to send us a completed ARC application and secure any permits (county and utilities) if required. Trimming of the requested area has been done in prior years with BV approval at the expense of the Teal Lake homeowners.

Landscape Chairman Nick Uram: Nick reported he has informed His Hands to not use the heavy riding mowers on wet areas as they cause turf damage. The recent damage is being remediated by the contractor and they will contact Nick and evaluate the timing of mowing and the equipment used during the sustained rainy wet periods.

The overgrown arborvitae hedge between 211 & 221 Windrose was discussed as needing attention and a decision on managing the proper trimming. As previously noted in 2019, although the hedge is located on a designated limited common area tract, the hedge was not planted by the builder in the original design, and was planted without an ARC approval by previous homeowners who have since moved away many years ago. The Board recommended that current homeowners discuss solutions and Rick offered that he received a very reasonable quote for trimming that homeowners may wish to consider.

The proposal for the renewal of the landscape contract from His Hands was received one day prior to this meeting and was discussed. The BOD will do a line-item comparison of services included in the old and new contract to get a better understanding of coverage and any additional hidden costs before the BOD approves the contract. This will be a priority discussion item in the budget build.

Reserve Fund Chairman Brinton Sprague: Brinton reported that BV has signed the contract with Association Reserves for the coming three years review. He expects the Board to update our reserve study in early Fall.

Vegetation Management Committee Chairman Rick Stafford: Rick reported that the Hawthorn trees that were removed last month had the holes filled and hydro-seeded.

Received the preliminary design from Bart Berg, Landscape Architect, with one change requested by the VMC. Should have final plan with visual display by next week. The next step is to cost out the proposed plan and prepare a presentation of the phased plan for the village at the upcoming Annual General Meeting on June 29, 2022.

Pond Chair Lynne Pihl: Lynne reported she is still requesting bids to find a person/company that has an articulated mower to trim the pond area including the inside of the pond banks. She also reported she has requested Action Services to provide a bid for the video taping of the drainage pipes to be scheduled in late summer/early fall.

The pond is operating according to design and expectations. The pond committee is continuing to have meetings to discuss how better to manage pond maintenance and expenses in the future. They will meet on May 20, 2022

Northwest Tree and Excavation's heavy equipment has been removed from the pond area.

Old Business

- Mid-year landscape performance review was done by Board and consensus was that vast improvements over previous contractor have resulted in more reliable and responsive service. Board will complete the contract renewal review at a special meeting of the Board to be held on May 20, 2022.
- Annual Meeting packets will be prepared and go out for delivery at least 30 days before the annual meeting with target date of May 25, 2022.

New Business

- 2022-2023 Draft Budget proposal: Discussion of the impact of the His Hands landscaping contract renewal on budget with the Board deciding to schedule a special meeting dedicated to thorough review of the contract to finalize the budget for 2022-2023. A general discussion on the cost of living increase and the need to keep up with rising operating expenses that we are currently experiencing.
- Review of the proposed agenda for the Annual Meeting was completed and agenda was finalized. New Business will include the VMC proposal for the village revitalization/refresh of limited common areas in a phased approach.
- Add on new business item to address SBCA's request for recommendations from the BV Board regarding a parking complaint that was filed with SBCA. The Board had no further recommendations pertaining to the complaint as the request stated that both parties are aware of and acknowledged the regulations as set forth in current CCRs. The Board did request that we be included in the process as defined by the SBCA with the intent to resolve issues at the lowest level in a timely fashion.

Additional Comments: Gary brought up the issue of village ARC standards violations with a few ARC applications having been approved contingent on the appropriate screening requirement for heat pumps and/propane tanks. Approvals were granted and installations occurred without the required screening from street and neighboring homes view in place. Additionally, Rick stated that the VMC had been noting numerous trees on private lots are not within standards and heights are beyond roof lines. The recommendation was for Gary and Mary Beth to draft a reminder notice to be sent to all homeowners. This will be a topic for the Annual meeting in the President's report.

Adjournment: The meeting adjourned 5:39 PM. The next BOD meeting will be June 1, 2022 at 3:00 PM. An invitation will be sent to all homeowners inviting them to attend this in-person meeting at the Bay Club.

Submitted by Mary Beth Neill for the Secretary Judy McCay.
