

**Bayview Village Homeowners Association
Board of Directors' Meeting Minutes
February 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 4:33 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, Greg Pena, Judy McCay, Mary Baker Anderson, Nick Urum, Gary Bequette and Frank Rico.

Meeting Guests: Brinton Sprague, Lynne Pihl, Richard Meslang & Tom Kimpel

Approval of Minutes: The minutes of the January 6, 2021 BOD meeting were approved as submitted.

Officer and Committee Reports:

President Mary Beth Neill: The theme for the BOD for this month is **Planning**. "By failing to plan we plan to fail". Various versions of this quote are attributed to Benjamin Franklin, Winston Churchill, and Alan Lakein, an author focused on personal time management. Among his popular quotes, "Planning is bringing the future into the present so that you can do something about it now."

Treasurer Mary Baker Anderson: Mary stated that the landscaping bill for January was pre-paid in December. A \$4,950 transfer was made to the Reserve Account which is now over \$50k and the account is now earning interest. Mary is still waiting for 1st quarter assessment checks from four homeowners. Any payments received after January 31st (unless extenuating circumstances are under Board consideration) will be assessed a late fee per our CCRs.

Reserve Fund Chairman Brinton Sprague: Brinton reported that the BOD workshop conducted on 1/27/2021 was very useful and he will continue work on refining Reserve Study components. The asphalt re-sealing project scheduled for this coming summer will require a new bid and the work will be done in July 2021.

Architectural Review Committee Chair Gary Bequette: Gary reported that there were no new ARC requests this month. Mary Beth will send out a blast to all homeowners on the newly published (Jan 2021) SBCA ARC requirements and include the forms for approval requests. She will also remind all homeowners that when they put in a request for a heat pump or propane tank they must complete the appropriate screening that is required as part of the project.

Landscape Chairman Nick Urum: Nick reported that approximately 90% of the bed work has been completed in the Village. The pruning of the Birch tree still has not been done. He was told that this work will be done by a sub-division of Monarch and it will be scheduled at the end of March.

Nick suggested that we separate tree care from lawn care in the future landscape contract. It will require an additional contract that covers just the tree care and maintenance. Nick is looking for an arborist to help us with this situation and getting bids. Mary and Nick are preparing for the annual review of the existing landscaping contract and will have a target date of April 1, 2021 to facilitate the budget build for 2021-2022.

Nick reported that there is a 50' tall, long-needle pine tree that has partially uprooted and is falling up the hill on the south side of the Topside Ct. Nick contacted PUD to let them know it is leaning and may damage the power lines if it continues to fall to the south. There is no impingement on or near power lines at this time. We will monitor the situation and follow-up with PUD.

Retention Pond Chair Lynne Pihl: Lynne reported that Travis, from North West Tree and Excavation, has not provided any addition bids on future pond work at this point so we do not have any figures to discuss at this meeting. We will need to have figures for our operating budget, as well as the reserve fund allocation. This will also need to be shared with Teal; Lake so they can plan for their budget. Mary Beth said we need to get these bids as soon as possible prioritizing the work needed to resolve the large puddle that has formed across the trail at the east end of the pond. The resolution of this puddle is considered an expense associated with the initial dredging project and it will complete this phase. Currently, the collection of rain water compromises the use of the Port Ludlow Trail that is along the edge of the pond and will need to be addressed.

Judy mentioned finding over 100 piles of what looks like moles, or some other burrowing animal, making mounds along the south edge of the pond. She mentioned it to Travis when she encountered him at the pond yesterday. We need to find out if these will compromise the integrity of the pond and what, if any, action is needed.

Lynne reported that some of the Windrose Drive homeowners felt that the view-maintenance bank account put together by a group of individual homeowners last year to fund their view-maintenance plan should remain as there is additional work to be done. This project is funded voluntarily by the affected homeowners and not by the HOA. Nick stated that some homeowners in "section 3" of that project felt that they did not get enough work done last year for the money they contributed to this project. Lynne has been serving as a coordinator of the fund and the execution of the plan and will continue working on this project. Mary Beth offered to setup a Zoom meeting for Lynn and any designated homeowner who will work on this effort if they wish to discuss and plan this on-going project. Mary Beth also reminded the Board that any work on the hill as part of the approved plan will require an ARC request that may also need to go to SBCA for their awareness.

Old Business

- Drainage and slope issue at 123 & 125 Martingale: Frank, Nick and Mary Beth are continuing to coordinate information from homeowners and the contractor on this issue. A permanent solution to this drainage problem is still to be determined.

- Reserve Study: Brinton will continue to lead the coordination of decision points for Reserve Fund in preparation for the HOA annual meeting in June 2021.

New Business

- Bids for pond work: Lynne reported that she is still waiting for bids from North West Tree and Excavation for the proposed pond projects.
- Budget planning for next fiscal year: Items still to be determined include the revised landscape contract, possibly a new tree pruning contract, asphalt sealing and bark mulch for the Village. Mary Baker Anderson will send out an email to the BOD requesting budget inputs and will then make a draft budget. Brinton suggested moving the driveway budget item for this year to next year's budget since we won't be doing the work until later this summer in the new fiscal year.

In an effort to reduce future costs to homeowners, Judy and Greg are working a project to develop possible options for how the HOA manages and maintains the fences, columns and trellises in the future. The fences have just been replaced in the last 5 years and are in excellent condition, however maintenance and eventual repair/replacement are a large percentage of reserve fund assets. The Board is just exploring opportunities at this point.

- Nominations Committee and Annual Meeting: Mary Beth will send an announcement to all homeowners asking if they are interested in serving on next year's BOD or volunteer for an HOA committee. Mary Beth suggested the date for the HOA Annual to be June 23rd at 3:00 PM. If the SBCA Bay Club is not available by then, we will conduct the annual meeting by Zoom as we did this previous year. Announcements, background materials, and ballots as required, will be sent out 30 days in advance of the meeting.

Comments from guests: Tom Kimpel had questions on the fence project. Mary Beth responded that we are developing scenarios with costs in an effort to plan for future reserve requirements and any impact on future operating budgets. The BOD will not make any decision to change the status quo without full discussion and input from homeowners and HOA approval of any proposals. Tom also raised the idea of allowing homeowners to install solar panels on roofs. This is probably a topic that the SBCA Architectural Review Committee should take for action as the design standards are under their purview.

Adjournment: The meeting adjourned at 5:51 PM. The next BOD meeting will be March 3rd 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