

Bayview Village Homeowners Association
Board of Directors' Meeting Minutes
April 7, 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 4:31 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, Greg Pena, Mary Baker Anderson, Nick Uram, Frank Ricco, Judy McCay joined the meeting late. Gary Bequette was not present.

Meeting Guests: Patricia Webber, Erik Mikkelsen, Pat Lohrey, Brinton Sprague, Lynne Pihl

Approval of Minutes: The minutes of the March 3, 2021 BOD meeting were approved as submitted.

Officer and Committee Reports:

President Mary Beth Neill: The theme for the BOD meeting for this month is **Collaboration**. Described as the action of working with someone to produce or create something. Mary Beth shared several recent opportunities for collaboration with Teal Lake Village HOA involving pond operations and building our HOA website. She stressed that collaboration is both action and “art” and is vital in working with Bayview Village homeowners to resolve issues, Board committees, HOA contracted services, and other community associations.

Treasurer Mary Baker Anderson: Mary identified two unusual expenses in March;
1) payment of \$9,810 (50% deposit to secure scheduling) for the upcoming driveway reseal project scheduled for this summer TBD and, 2) payment of \$3,434 for pond work completed (awaiting reimbursement from Teal Lake for the March pond expenses).

Architectural Review Committee Chair Gary Bequette: Gary was not present at the meeting and there were no ARC requests submitted to review.

Landscape Chairman Nick Urum: Nick reported that the Monarch area manager, John Faccone, is no longer with the company after only a few months on the job. Our contact with Monarch is now through an office headquarters communication person or the branch manager in Kent, WA. Apparently Monarch is having challenges with personnel hiring and have not been provided many information regarding a new on-site manager.

Monarch is pushing additional services: crane fly treatment (\$3,250), aeration, and thatching and irrigation services. Note: they have yet to adjust our bill for skipping the moss and broadleaf treatment in 2020. Since Monarch has failed to provide moss treatment for 2020 or 2021 to date, the board has revoked earlier approval of crane fly treatment and will continue to pursue enforcement and accountability for the prescribed lawn care services that are already

included in our contract. Monarch has not followed through on the birch tree pruning as contracted.

We have had 3 small cases of tree caterpillar nests on Windrose Drive and all were removed per our contract.

Bret's Stump Grinding will be contracted to remove the identified stumps on Windrose, Martingale and Mariner Place. **This project has board approval for the contract up to \$1,000.**

Nick will move forward to get bids for arborist/tree service to take over tree maintenance of hawthorns and birches and any other special tree requirements identified in the common areas. Nick proposed an on-call service contract for smaller jobs as needed, and a contracted tree service for ongoing maintenance of existing requirements. A long-term plan for trees maintenance will be addressed as part of the Vegetation Management Committee (VMC) work. The strategy to remove our tree trimming requirements from the current Monarch landscape contract is based on unsatisfactory performance. Review of the current landscape contract is pending and the Board will plan to adjust accordingly.

Retention Pond Chair Lynne Pihl: Lynne reported that she met with Teal Lake Treasurer, Tom Sprandel, on April 6, 2021 to align expectations of cost on the next phase of the pond remediation. We are awaiting confirmation of timeline from North West Tree & Excavation for the next phase of the pond project. Mary Beth commented that Teal Lake is on a different budget cycle as Bayview Village and therefore it is critical that we keep close communication with their Board. Teal Lake is in full collaboration mode and Mary Beth has made contact with Tom to go over the long range planning for ongoing maintenance of the pond, and a Teal Lake homeowner, Claus Svendsen, who is an Environmental Engineer specializing in Storm Water Management. Claus has offered his expertise and support in determining an optimal and cost effective maintenance plan going forward.

Old Business

- **Proposal regarding future transition of fences, column and trellises:** Greg Pena and Judy McCay submitted their report on costs associated with various options regarding fences, columns and trellises. This topic will be an agenda item and presented at the BVV HOA Annual Meeting on June 23, 2021 along with a Reserve Fund analysis of the fiscal impact of these assets on the HOA Budget and future reserves requirement. A summary of Reserve Fund work to date will be presented at the annual meeting in an effort to begin the conversation and discuss various opportunities.
- **Appoint Nominations Committee:** Turney Oswald has graciously volunteered to coordinate the slate of nominees to be voted by proxy and announced at the June 23, 2021 Annual Meeting. Motion was made to set May 1, 2021 (May 8 if needed) as the initial deadline for submission of board nominations that will be included on the slate presented to the HOA members prior to the annual HOA meeting on June 23, 2021. Moved, seconded and approved.

Current Board Members who expressed a desire to continue serving an additional year are Mary Beth Neill, Greg Pena, Judy McCay, Nick Uram, Gary Bequette and Frank Ricco and they will be included on the slate for re-election. BVA bylaws state that Board appointments are for one-year terms. Three positions are currently open to complete a full Board per village Bylaws (up to 9 members); the position of Treasurer will be vacant, as well as 2 additional member-at-large positions. The new BOD will select their Officers after the annual meeting and all Officer positions will be open to all newly-elected Board members. A call for nominations was sent out via e-mail by Mary Beth. Homeowners who wish to serve on the BOD can contact Turney Oswald

turneyo@icloud.com (360) 301-24969

Proxy ballots will be sent out to all homeowners at least 30 days in advance of the Annual Meeting which will be held via Zoom on June 23, 2021. Deadline for the return of proxy ballots is June 20, 2021.

New Business

- **Review proposals of the Vegetation Management Committee (VMC):** Patricia Webber in her position as Chair of the VMC presented the report and proposals. The VMC has held four biweekly meetings and is working on a comprehensive plan. The initial proposals included recommendations relating to safety, trees, soil quality & quantity, and a VMC Garden/Vegetation neighborhood Meet & Greet initiative sponsored by the VMC.

In the area of safety, a motion was made to approve a controlled cut back of the two overgrown shrubs, and the reshaping of existing vegetation at the corner of Windrose and Martingale to enhance visibility at the intersection. Estimated date for work to be completed is April 10 (weather permitting). Volunteers for this community project are members of the Vegetation Management Committee. Moved, seconded, approved. Lynne Pihl volunteered to inform homeowners about the work to be done.

For long-range planning and optimal use of resources a motion was made for the BOD to approve an amount of up to \$150 to contract a horticulturist to complete soil analysis where appropriate, to be included as a part of vegetation design for common area enhancement. Moved, seconded, approved.

In the spirit of collaboration a motion was made to approve the VMC "Garden/Vegetation Meet & Greets" proposal. Moved, seconded, approved.

- **Review proposal from Mary Beth for Bayview Village HOA website:** A motion was made that the Bayview Village HOA Board approve a budget of up to \$200 to set up and use a dedicated website to promote communications with homeowners and to optimize homeowner and public (where appropriate) access to important HOA information in a timely fashion. This website will be linked to the SBCA website and managed independently by Bayview Village HOA. The initial investment is estimated to be less than \$200 with annual renewals estimated \$150-200. Moved, seconded, approved.

This effort will require ongoing support and the HOA is seeking a volunteer webmaster to take over after Mary Beth has accomplished the initial design and set-up.

- **Legal Counsel for BVA retiring June 2021:** Nick Urum was authorized to contact Richard Shattuck to obtain the Bayview Village HOA legal records and ask for a recommendation for another attorney to represent Bayview Village HOA in any future legal matters. The records will become part of our archives.

Comments from guests: Erik Mikkelson offered his Geo-Tech expertise to help with slope evaluation efforts.

Adjournment: The meeting adjourned at 6:21 PM. The next BOD meeting will be May 5th 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