

**Bayview Village Homeowners Association
Board Meeting Minutes– September 7, 2022
Approved**

1. **Meeting called to order by President at 3:31 PM in person at Bay Club**

2. **Board Members Present**

Mary Beth Neill
Mary Baker Anderson
Gary Bequette
Rick Stafford
Paula Waters

Board Members Not Present

Judy McCay

3. **Monthly Board Meeting minutes for Aug 10, 2022 unanimously approved after motion by Rick and second from Paula**

4. **Guests at this meeting**

Malcolm Montanjes
Ray Newson
Doug Hewett
Brinton Sprague

5. **Officer and Committee Reports**

President: Mary Beth Neill

Thank you to Doug Hewett for his efforts serving as webmaster for our village website. He has added a page for the VMC to facilitate sharing and communications of proposals for village vegetation enhancements and various VMC volunteer efforts.

Treasurer: Mary Baker Anderson

One homeowner still has not paid first quarter HOA dues. The policy to assess late fees for past due accounts was reiterated and \$35 dollars per month past due will be assessed on accounts not current.

ARC: Gary Bequette

1) Topping of existing fir tree and removing one fir tree at 41 Windrose which is hanging over roof and sidewalk adjacent to property. Work to include stump grinding and remediation of the bed area to be done at requesting homeowner's expense. Mary Beth asked if this work needs a permit? Rick will check on this prior to removal. The request was approved by Board, work to be done at the homeowner's expense and use of approved tree service Town & Country.

2) A request has been made to connect 2 side-by-side mailbox structures that serve 41 – 91 Mariner Pl. to allow for larger locking mailboxes. An ARC application has not yet been received

from homeowners, however a preliminary concept drawing was submitted for discussion. Based on the digital photo/drawing, the Board agreed to review the formal ARC request if/when submitted by homeowners prior to the next meeting in October.

Mary Beth requested an ARC be submitted for the planned tree work at the Mariner entrance that was approved by the Board at June 2022 meeting. Up to \$2500 from the VMC budget was approved at the August board meeting to support the work to clear diseased hazard trees, clear overgrown trees hanging over the entrance road, and clear vegetation blocking view of oncoming traffic at intersection of Mariner Place and Paradise Bay.

Landscaping: Paula Waters

His Hands sent a proposal for the emergency irrigation repairs on Windrose and Mariner Place which required replacement of aged and failed component equipment totaling \$3,644. The replacement and upgrade enhancement to the irrigation system is ongoing and part of long range plan to prolong the useful life of 32 year old system. Board approved adding irrigation system to list of HOA component inventory as it is large expense and ongoing maintenance with useful life designation. Upgrades to the system are paid for by the reserve with most routine seasonal adjustments covered in the operating budget. Mary Baker Anderson moved the approval of this expense with Mary Beth second, Board unanimously approved paying invoice.

August Landscaping Services Updates

The sprinkler issues in Mariner Place were addressed by His Hands irrigation specialist. This involved some emergency repairs to get the quad area #21-51 back online. We did find several sprinkler in-ground boxes were covered up by dirt/bark in homeowner garden beds which caused a delay of a few days to locate and dig them up. We also identified some sprinkler boxes were covered by the lawn growth. **We will ask the landscapers to make sure to cut the lawn away from the boxes in the lawn for visibility and ask homeowners to be aware of these control boxes when they are doing their landscape bed work and do not cover them.**

If sprinkler valves on a property were already capped off we left them off while working in this area of major repairs.

In the area # 21-51 Mariner Place the power to the sprinkler clock in this section is still working on a temporary solution hooked up with homeowner approval with power cord from house #41. An electrician is scheduled to be onsite 9-23 to troubleshoot and address that issue.

REMINDER: Irrigation clocks/water and timers should not be adjusted by homeowners.

This creates a chain reaction of events that may interfere with planned maintenance on the system. Additional costs may be incurred by the homeowner if His Hands needs to be called onsite to get the irrigation system back online.

His Hands is still working the garden beds with weeding. Per the contract this is to be ongoing. Fall pruning will be coming up, it is getting cooler and lawns are greening up. The sprinklers plan for annual clean out to close for the winter is Oct-early Nov unless we request it earlier

When His Hands is on site working they have a specific list of items to address that have been approved. We know it is easier to ask them directly to tweak irrigation sprinklers on your property. Please send your requests to me (Paula) first so we can keep track of the issue and get it scheduled and are aware of the cost involved.

I am working full-time while serving as Vice President and Landscape representative. I ask that you send your correspondence prior to 5 PM weekdays so I may have an opportunity to respond during my work day. Thanks very, it was a busy 3 weeks taking this role over.

Reserves: Brinton Sprague

Brinton reported that he has received a preliminary Reserve Study update with site visit from Association Reserves. Irrigation has been identified as component and will be included pending a multi-year plan and estimate for upgrading the system. Board review of the preliminary onsite report continues and when it is finalized the approved study will be added to the password protected financial section of the website for homeowner access. Expect final report to be ready prior to October Board meeting.

VMC: Rick Stafford

VMC has been busy with multiple projects which included spreading cedar chips donated by T&C on the trail; common area Rhododendrons were assessed and overgrown plants will be dramatically cut back and regrown; and the VMC hosted follow-up town hall to present a village vegetation revitalization plan focusing on Mariner Place entryway. Rick will meet with Josh from His Hands to scale down scope and develop phased approach for the Mariner entry way. Several diseased/hazard trees slated to be removed in the Mariner entry way as discussed under ARC report. No other work to be started on Mariner entrance and will only go forward with additional work when have all elements of the plan defined and approved (including where the funding will come from).

Decisions needed:

1. 9/19/22 tree work day. ARC request will define what is to be done that day with specific trees identified. Tree trimming has been approved by Board. Rick will create a list with Josh from His Hands and Mary Beth to assist with ARC.
2. VMC will continue working on a comprehensive phased vegetation plan with homeowner input.
3. Need a meeting with His Hands leadership/management to establish expectations. Paula and Rick are to establish communications and define a village aesthetic. Paula will coordinate the meeting.

Pond: Lynne Pihl

Report submitted electronically as Lynne had a schedule conflict. Still awaiting dates for pond mowing as part of the annual maintenance. The Pond committee is discussing options for competitive vegetation to minimize overgrowth along edges.

6. Old Business

- **Irrigation repairs update:**
Specifics included in landscaping report

- **Call for volunteers to review Bayview CC&Rs and Bylaws:**
Bruce Johnston, Evelyn and Gary Bequette have volunteered to review and make recommendations for any updates which will be reviewed by legal counsel and the Board prior to presenting for a vote at next HOA Annual Meeting. Any other homeowners wanting to participate need to contact Board members.

7. **New Business**

- **Summary of VMC Town Hall event held on August 31, 2022**
15 of 55 homes were in attendance for the presentation held at the Bay Club. Of the 15 homes represented, 10 were either Board members and/or VMC members. We will continue to solicit feedback from a broader base of homeowners and VMC will continue working on the plan to include cost estimates for HOA common areas and beds. It is important that we understand the full estimated expense for the entire village and proposals for a scaled down approach to refresh that may have the potential of being funded. Overall, the discussion was positive and feedback was favorable in terms of recognizing a need to refresh the 32 year old vegetation. The topic of view maintenance was brought into the discussion and there were homeowners that wish to explore including tree work for view maintenance in the overall vegetation refresh plan. Other ideas were submitted for the VMC and Board to consider such as just mulching beds and leave existing vegetation in place along with a good clean up of beds; consider extending the current 30 foot clearance of vegetation from structure (fire boundary) to 100 feet; paint the stop sign and road sign posts. Work will continue on the village plan and VMC welcomes volunteers to assist.
- **Review of Reserve Study On-Site Visit**
Specifics included in Reserves report.

8. **Adjournment and Next Board Meeting**

Meeting adjourned at 5:30 PM. Next meeting October 12 at 3:30 at the Bay Club

Submitted by

Judith M McCay

Secretary, Bayview Village Association

(Minutes compiled by Mary Beth Neill and Mary Baker Anderson in Secretary's absence)