

**Bayview Village Association
Board of Directors Meeting
November 9, 2022
Approved**

Call to Order: A regular meeting of the Bayview Village Home Owners Association (HOA) was called to order by President Mary Beth Neill at 3:30 PM. This meeting was held at the Bay Club

Quorum: A quorum was established with five members of the Board of Directors present: Mary Beth Neill, Judy McCay, Mary Baker Anderson, Gary Bequette, and Rick Stafford. Paula Waters was absent.

Guests: Brinton Sprague, Eric Salmassy, Lex Myers, Steve and Lynn Lemieux, and Tom and Linda Kimpel.

Approval of Minutes: A correction was made to the minutes by Mary Baker Anderson. It was moved by Gary that the corrected minutes of the October 12th BOD meeting held be approved as amended. The motion was seconded by Mary Beth and the amended minutes were unanimously approved by the board members present.

Officer Reports

President Mary Beth Neill: Mary Beth recognized the strong work of the Port Ludlow Village Council Emergency Management Committee and the recent Great Washington Shakeout exercise. She emphasized the importance of individual homeowners remaining prepared for emergencies such as the high winds power outage. Mary Beth also honored the leadership of Pat Lohrey as she provided training and coordination for all South Bay Block Captains and encouraged Bayview Village residents to familiarize themselves with their Block Captain contacts and procedures for communicating during an event.

Mary Beth also brought up the reports from South Bay Community Association of increasing crime in certain areas of Port Ludlow. She wants to remind BVA homeowners of the possible increased threat during emergencies and to be aware of what is going on in our neighborhood. Fortunately, to date there have been no reported crime incidents in Bayview Village. A brief discussion was held regarding nighttime lights. Since we don't have street lights on our residential streets, it does help if security lights, motion-detector lights or porch/garage lights are on during the night as they will provide some deterrence to break-ins. Just be considerate of you neighbors so that your lights are not brighter than acceptable residential lumen and do not shine directly into homes. It is also a good idea to inform your neighbors if you are going to be out of town so they can keep an eye on your home while you are gone.

Treasurer Mary Baker Anderson: There was no financial report as the Statement of Financial Activity is now being done on a quarterly basis. The next statement will be available at the January BOD meeting.

Mary informed the BOD that there are a number of homeowners who are having difficulty getting their assessments paid within the 30 days after the statement is issued and are past due. There have been 7 late payments in the last two quarters. It is crucial that the association receive assessments in a timely manner as we budget to expenses and our bills have to be paid when due. Mary reiterated that it is the responsibility of homeowners to pay their assessment within the 30 days of the first of the quarter. Late fees will be added for all late payments.

Committee Reports

Architectural Review Committee Chair Gary Bequette: Gary reported that there were no new ARC applications from homeowners within the last month. Mary Beth noted that the next round of hillside tree trimming of the Windrose Hillside for view maintenance will begin November 15th and wanted homeowners to be aware of impact and increased noise for the 15th and 16th. (At the time of editing these minutes this tree work has since been rescheduled due to unavailability of the tree service due to work on recent windstorm clean-up)

Landscape Chairman Paula Waters: Paula was not present at the BOD meeting so there was no report.

Reserve Fund Chair Brinton Sprague: Brinton distributed copies of the latest Executive Summary from the recently completed Reserve Study for the BOD and attending homeowners to review. The complete Reserve Study will be posted on the Bayview Village website under password protected members only section. The Reserve Fund currently has a balance of \$84,700 and is expected to grow to \$108,000 by the end of this fiscal year. As of the beginning of this fiscal year the Reserve Study was funded at 37.2%. Two topics up for discussion during the budget planning process for next year will be the irrigation system and courtyard fences and how they will affect future reserve study planning and funding.

Vegetation Management Committee (VMC) - Rick Stafford The VMC has spent months consulting with professional arborists and landscape experts on revitalizing our HOA beds. Rhododendrons are a significant element throughout the village beds and we have received a great deal of specific advice on their maintenance. Rhodys need to be rejuvenated from time to time as they age. This is usually accomplished with single branch pruning and thinning. When a Rhody has outgrown its bed, the choices are replacing it with a new plant or re-growing it by doing a hard pruning. The first option is expensive and can take years for the plant to grow into its new bed. The second option is basically free and quicker as the plant will regrow with refreshed vibrancy in a matter of a year or two. You can see examples of recently regrown Rhodys on Windrose and Topside.

This past summer the VMC started single branch pruning on Windrose and continued on to Mariner and Martingale. This fall we began "hard pruning" Rhodys that needed more extensive work. The first of this work began on Mariner; this project is almost finished and not fully completed due to strong concerns from homeowners regarding the extent of the cutback and the resulting uncovering of the unsightly electrical boxes now in their view. The VMC is recommending that the work be completed as soon as possible and the Board supports this recommendation to balance the resulting regrowth. The Board also agreed that we will re-evaluate in one year to determine status of this bed on Mariner Place. Our next "hard prune" Rhody work will be near 51 Windrose and 77 Martingale. The nearby neighbors have been contacted and understand our approach. We hope to do this work in the next week weather permitting.

Regarding future major work landscaping work, the VMC has committed to consulting and informing the adjacent neighbors before beginning the work. The VMC always welcomes participation in the planned work parties and sharing ideas and concerns at our meetings.

Around the Bay Trail: The VMC and other volunteers have had two big work parties spreading two loads of chips on the pond trail. The chips had been left at our request and at no cost by Town and Country after the large tree pruning at the entrance to Mariner. The purpose of the chips is to help keep the trail stable in the wet winter months. We hope to receive and spread one last load of chips this fall.

Over the next few months we will be soliciting neighborhood input and professional advice for refreshing the beds on Windrose, starting with the bed at the far end cul-de-sac on Windrose. Rick asked the BOD to approve up to \$350 of VMC funds to pay for a consultant from Valley Nursery to provide expertise and a bid for the flower beds. Mary moved to approve this request for funds from the VMC budget line; Gary seconded the motion and the BOD unanimously approved the request.

Pond – Lynne Pihl: Lynne was not present at the BOD meeting and no new information.

Old Business:

- **Irrigation Repair Plan Update:** Work still needs to be done to resolve the electrical issue for the irrigation system of the first quad on Mariner Place. A break in the electrical line had been detected by the electrician but we now have to hire someone to dig a trench so the line can be repaired. Mary suggested that the BOD ask for a homeowner to be the project manager for this issue. Mary Beth will send an email request to homeowners to see if we can get a volunteer to do this. The work needs to be done prior to the next watering season
- **His Hands Landscape Contract Update:** His Hands requested that we restart our previously approved contract in January of 2023 rather than go through to the end of June of 2023 that the current contract covers. The BOD will not honor this request as

our budget for this fiscal year reflects the accepted contract from His Hands for July 1, 2022 through June 20, 2023. His Hands is well aware of our request for budget letter in the spring prior to the budget build for the next fiscal year.

New Business:

- **Bayview Village Emergency Preparedness Block Captain Function:** Judy reported that Bayview Village has designated block captains on all streets of the village. If homeowners do not know who their Block Captains are they can reach out to Judy to get information. It is encouraged that each street become familiar with support that may be available and needed during emergency scenarios.

Questions/Comments from Association Members:

- Tim Kimpel asked how we can get better information of future power outages as there was not a lot of detail coming from Jefferson County Public Utilities Department. It was mentioned that there is a radio station in Port Townsend – KPTZ 91.9 – that might be a better source when the internet is down.
- A discussion was held about mole problems occurring in various areas of the village on private property and in some limited common areas. This has been a long-standing and ongoing occurrence with some years more active than others. Mole (pest) control is not currently part of the Landscape contract and would be an additional expense. Rick said he will research possible mole control strategies and the cost and bring them to the BOD for discussion and a cost/benefit analysis. Any new recurring (non-emergent) expense in the annual budget will need the approval from homeowners.

Adjournment: The meeting adjourned at 5:14 PM. The next BOD meeting will be held at the Bay Club on January 11th at 3:30 PM. (There will be no BOD meeting in December.) An invitation will be sent to all homeowners inviting them to attend the January meeting.

Submitted by

Judith M. McCay, Secretary
Bayview Village Association