

**Bayview Village Association  
Board of Directors Meeting  
April 12, 2024  
Approved**

**Call to Order:** A regular meeting of the Bayview Village Homeowners Association (HOA) was called to order by President Doug Hewett at 1:01 PM. This meeting was held at the Bay Club.

**Quorum:** A quorum was established with 6 members of the Board of Directors present: Doug Hewett, Steve Lemieux, Rick Stafford, Dan Graham, Yvonne Hewett (proxy for Carol Mackes), and Kurt Mackes. Not present: Carol Mackes.

**Guests:** Ray Newson

**Approval of Minutes:**

**March 2024 Minutes:** motion by Rick that March 2024 minutes be approved as written, second by Steve, unanimously approved by the Board members present.

**Officer Reports – see Addendum**

**Old Business**

1. Updated actions and votes as needed from April 11th CLOSED Meeting – the Board has determined our next action steps and will release more information at a later date.
2. Update on concrete driveway repair/replace (Kitsap Custom Concrete) – the concrete work on Mariner Place has been completed, and all but one driveway is completed on Topside Drive.
3. Board for FY 2024-25. Steve will be stepping down from the ARC Chair and BV Board at the end of this Fiscal Year. The Board is looking for a new Board member willing to take on the ARC Chair position. If you are interested, please contact any BV Board member and we'll add your name to the Board member vote in June.

**New Business**

1. 61 Mariner Place - ARC for tree trimming. Steve recused himself on this submission. Motion by Rick that this ARC be approved subject to the following conditions: trimming only to previous level, homeowner is to notify Board when work is to be performed, work must be provided by a licensed and bonded contractor, all tree trimming debris is to be removed from BV Common area, and Board member or Landscape chair is to be present when work is performed. Motion seconded by Kurt, approved 5-0 by the Board members present with one abstention.
2. Motion by Doug that future ARCs for consideration must be submitted no later than 20 days prior to the next Board meeting. This allows adequate time to review the request and ensure that the ARC details can be included in the meeting agenda. Motion seconded by Yvonne, approved unanimously by the Board members present.

3. The annual meeting will be held on June 11th at the Bay Club in the auditorium. There will be a reception from 1-2 PM, followed by the meeting from 2-4 PM. Volunteers are needed to bring appetizers for the reception. Please contact Yvonne if you would like to help with this. Information packets for the annual meeting will be mailed.

4. Potential changes to the CCRs were discussed. More information to follow.

5. Doug made a motion that any drainage related ARCs received will be tabled until after the annual meeting. Motion seconded by Rick and unanimously approved by the Board members present.

6. New rules under consideration beginning in FY 24-25. These include fine amounts for: (1) cutting or trimming trees in BVA common areas without ARC approval and appropriate county/DNR permits as required, (2) modification of irrigation timer programming, and (3) exterior changes to houses or lots or without BVA and SBCA ARC approval. A new rule clarifying that homeowners responsibility for all tree trimming on private lots is also under consideration. More information to follow.

7. Approach to trimming hawthorns on BVA limited common areas and budget implications of options will be discussed at the annual meeting.

8. Potential dues increase per quarter from \$760 to \$770 to offset increased landscaping expenses for FY 24-25 was discussed.

9. Rick made a motion to approve spending up to \$500 from the VMC budget for tree replacement at 81 Mariner Place. Motion seconded by Doug, and unanimously approved by Board members present.

10. Rick made a motion to approve spending up to \$100 from the landscaping budget to purchase solar lighting for the Mariner and Windrose entryways. Motion seconded by Yvonne, and unanimously approved by Board members present.

**Homeowner Comments:** A homeowner requested clarification of the locations of electrical wiring to the entryway signs and known drainage pipes.

#### **Next Meetings:**

Board Workshop    Tues, May 7th, 10 AM, Bay Club  
Board Meeting     Wed, May 8th, 10 AM, Bay Club

An invitation will be sent to all homeowners for these meetings.

The Annual Meeting for the BVA HOA has been scheduled for Tuesday, June 11th at 1 PM in the Bay Club Auditorium. 1 – 2 PM will be a Village Reception with provided appetizers and non-alcoholic beverages.

The Annual Meeting will then be held from 2 – 4 PM. An Annual Meeting Packet will be mailed to all Bayview Village homes.

**Adjournment:** The meeting was adjourned at 3:00 PM.

Submitted by

---

Yvonne Hewett, BVA Adjunct Secretary  
Bayview Village Association

#### ADDENDUM – OFFICER REPORTS

##### **April President’s Report - Doug Hewett**

As we prepare for our Village Annual Meeting and vote for Board members for the next Fiscal Year, please consider volunteering your time to be a Board member. There is a need for additional Board members for both At-Large positions and ARC Chair. Contact any current Board member to add your name to the nomination list.

##### **April Treasurer’s Report – Kurt Mackes**

(The 3<sup>rd</sup> Quarter Budget Summary will be posted to the Financial page of our website [www. Bayviewvillage.info](http://www.Bayviewvillage.info) )

Regarding Dues collection, 4<sup>th</sup> quarter dues invoices were sent at the end of March and to date about a third have been paid. All 3<sup>rd</sup> quarter Dues have now been collected.

As of today, \$5,770 has been donated to the Windrose Project and \$4,800 to the Martingale Project. There is only one outstanding pledge of \$120 for the Windrose Project. To date \$4344.15 has been spent from donations to the Windrose Project. Donations for the Martingale project will be carried over to the next fiscal year.

As of March 31<sup>st</sup>, the balance in the operating account was \$30,961.24. There were outstanding checks against this balance for \$5,572.78. The available balance was \$25,091.55. The available balance in the Reserve Account on March 31<sup>st</sup> was \$34,242.82. There were no outstanding invoices currently encumbered from this balance. The balance in the Reserve Deposit Account continues to grow and now currently totals \$51,577.27.

On Monday, March 25th a budget workshop was held. Revisions to the 2023/2024 budget were discussed and a proposed 2024/2025 budget developed. Results from this meeting are incorporated into the budget summary attached along with this report.

Action items:

1. Finalize the proposed 2024/2025 budget.

## **April Landscape Report – Rick Stafford**

Pacific Landscape has begun their lawn care for 2024. The amount of water on some of our lawns in the early spring can be challenging for them. In some cases they use lighter mowers or even string trimmers to protect our lawns. This, in turn, takes longer but they seem to be able to get the entire village mowed in one day. Watering season in our pods is scheduled to start in June this year weather permitting. Last season's water bill was excessive because of our early summer weather and a myriad of leaks. We are hoping the master shutoff valve installations done this winter in each pod will sharply curtail excess water loss. The preseason irrigation checkup has been done and repairs have been completed. The backflow valve tests will be completed soon.

There is no existing power to the Port Ludlow sign at the Village entryway. Solar lighting may be a good option. The entryway irrigation clock at the entryway is not operating properly. Rick will ask Pacific Landscaping to try another clock to see if this fixes the issue.

## **April VMC Report – Rick Stafford**

Nearly all of the Windrose garden bed refresh is complete. Over the coming years, with proper care these young plantings should grow into a verdant landscape.

Because of generous donations from homeowners during the Windrose "refresh" the VMC has enough money left over to start the process of preparing the Martingale beds for a makeover this fall or next spring. We will be trying to revive neglected plants in Martingale HOA beds with selective fertilization and soil additives. We will be paying special attention to the many Rhododendrons in these beds. We hope you will notice darker greens in these aging perennials by next fall.

## **April ARC Chair Report – Steve Lemieux**

### **1. Rees Tree Trimming;**

Jefferson County DCD has reviewed and tentatively approved the project and will issue a permit in early May. Need to discuss DPW permit with Sheila Twohey and submit for review. Once both permits have been approved, the ARC permit can be reviewed by our Board.

### **2. Lemieux shrub and tree trimming;**

New ARC application from Steve Lemieux to trim shrubs and small trees near the bottom of the slope in his backyard on Bayview Limited Common Area for view maintenance.

## **April Pond Chair Report – Doug Hewett for Lynne Pihl**

1) Aqualis completed their work successfully and within budget:

- They located the Mariner PI storm drain AND the two missing access points.
- They videoed and cleaned roots from the Mariner PI storm drain and the drain from the Pond to the Bay.
- Aqualis recommended the Mariner PI storm drain exit at the Pond be dredged in the next 3 to 5 years as it is currently about 30% silted in.

Actions:

- 1) Mow down the brambles and small trees over the path of the Mariner PI storm drain along the pond trail.
- 2) Add permanent markers for the two intermediate access points along the Mariner PI storm drain
- 3) Plan for dredging the Mariner PI storm drain exit with Teal Lake – timing, estimate, and funding.