Bayview Village Association
Board of Directors Meeting
May 12, 2026
Approved

The meeting was called to order at 1:00 by John Durgin.

A quorum was established with the following board members present: John Durgin, Valerie Bartholme, Rick Stafford, Eric Salmassy, John Miller

Member Comments:

Mike Bainter (Windrose) is concerned about a possible drainage line leak causing water to enter his home's crawlspace. He is looking for approval to have the drainage lined scoped to look for potential leaks. The board committed to follow up with him.

Judy McCay (Mariner) expressed unhappiness with the area that was root raked along the trail from Mariner to the retention pond as part of the ongoing pond maintenance. John Durgin recapped a meeting held the day before with some Mariner residents with their concerns on this topic.The board understands the concern over the lack of communication prior to this work, as well as the end result being unattractive. The board is committed to creating ARC requests for any common area work to insure better communication and the ability for resident comments.This was something of an edge case as the work was essentially clean up of work done last fall.

Judy also expressed concern about the East entrance to the pond where the gate access can be circumvented by walking around the fence. Some additional fencing is needed.

Lynne Pihl discussed some of the upcoming plans related to removing young cedar trees to prevent root encroachment into the stormwater drains.

More discussion on the plans to mitigate the impact of the root raked area going forward for this area will occur during new business.

A brief discussion about a potential role of a 'publicist' who could coordinate communications between the board & community to the community occurred. Jim Edsen of Mariner asked if we had a 'drop box' for people to reach out to the board. The email addresses of the board members are listed on the website, and all board members expressed willingness to accept comments and questions via that channel.

Approval of Agenda

Eric Salmassy made a motion to approve the revised agenda for today's meeting. John Miller seconded, and the motion was approved unanimously by the board members present.

Approval of Minutes

John Durgin made a motion to approve the minutes from the April 14th meeting. Valerie Bartholme seconded, and the motion was approved unanimously by the board members present.

President's Report - John Durgin

Update on legal compliance: The open house regarding the restatement of BVA bylaws was well received.We expect to receive back our initial draft from our attorney by May 21st. This will not be in time for the vote to approve the bylaws to happen in conjunction with the annual meeting.

We have a possible irrigation failure and land subsidence behind two homes on Windrose. Dan Graham is working with Pacific to evaluate and repair.

The board is working on an updated process for Pond maintenance and related work.

Landscape & VMC Report - Rick Stafford

VMC report:

The VMC met two weeks ago to discuss future projects which included individual plant replacements in existing refurbished beds and future projects. Several committee members replaced a few plants on Windrose during the week after the meeting. The VMC will be hosting a work party at the entrance to Mariner on Saturday June 13th to plant a couple dozen new purple heaters at the entrance. We will send out an announcement asking for a good gardener turnout.

We discussed the possibility of having fenced off "Pea Patches" on our property down east of the large retention pond. If there are village residents who would like to have a vegetable bed in a village garden Pea Patch please let members of the board know. Another topic for consideration was having a large area for composting our village grass clippings. Pacific Landscape has experience with this large scale composting and is willing to give us direction and help. It could supply the village with fresh compost for our gardens and possibly save some money on our landscape costs.

Landscape report:

A Pacific crew came this weekend and did a village wide aeration project followed on Monday with a fertilization and over seeding of our lawns. It is our hope that this will enhance the health

of our lawns and increase their ability to soak up our irrigation water. We are hoping to avoid the brown patches we experienced last season.

Our village rhodies are at their peak right now, soon the hawthorn trees will be bursting with blossoms and bees.

There was also an outline of the process we followed to look at potential changes to our landscaping contract, including breaking the contract out into individual pieces (mow & blow, bed work, etc.). In the end,Pacific's contract appears to still be the best option for us. The proposal is 'status quo' with the same scope of work. We are looking at, along with Pacific's involvement, to have an area near the pond where our grass clippings can be composted (Pacific has to pay for disposal so it could save us some money). This could also allow for some pea patches in the area.

Treasurer Report - Eric Salmassy

For the 10 months through April, we are running an unfavorable variance of $2,049.77 against the budget in the operating fund. Our only significant budget overage is in the Utilities category, an unfavorable variance of $4,723.69, primarily due to water. We also have an unfavorable variance in Administrative expenses as we have engaged with our attorney to confirm compliance with the new state law covering homeowner associations.

As of April 30th the reconciled bank balances (after outstanding checks) were $25,089.99 in the operating account, and $70,410.14 in the reserves money market.

Quarterly assessment invoices were sent out on March 16th, bringing us into alignment with South Bay Association's timelines for reminder invoicing two weeks prior to the assessment due date, which is six weeks before the delinquent date for unpaid assessments.

As of today (May 11th) we have 1 resident who has not yet paid their April to June assessments.

Update on financial records auditability: One of the area CPAs I was looking at as an option to perform our audit advises that the portion of the law requiring an annual audit, with no option to have membership waive it, does not take effect until July 1, 2028. So this year we will again request the membership waive the audit requirement. The books have been converted back into Quickbooks to allow a CPA to use its built-in audit trail functionality.

ARC Report - Valerie Bartholme

Five trees on Topside were crown-reduced. Several property owners in Teal Lake Village paid the cost of the work, plus a $500 per tree 'mitigation fee' to be used for other landscape work.

There is a pending request to remove three birch trees near the entrance to Windrose. We do not have an official ARC on this yet. We will try to gather some more feedback from residents on this request.
Shelly Andres asked about the health of the birch trees and what would be more appropriate for the area. Rick Stafford offered a re-cap of the original landscape planning, and how these Birch trees did not offer any slope stabilization. Hemlocks, Birch and Fir trees were planted which grew too tall and have been topped multiple times. These birch trees in particular show the signs of the multiple toppings, and have grown significantly over the past 6 years. We could just crown reduce them again, but in the long run it would likely be better to remove and replace them with a more appropriate tree selection such as Shore Pines or Japanese Maples.

Once we get an official ARC request we can present the request and plan for the area.

A small additional bit of work for the Mariner entrance is in progress for June that will require $300 for the installation of Heathers. Eric Salmassy moved to approve spending $300 for this work, John Durgin seconded, and the motion was approved unanimously.

Committee Updates:

Legal Compliance - John Durgin:
Already covered in the President's report.

Village Engagement - Rick Stafford:
No update this month.

Pond Maintenance - Lynne Pihl via John Durgin:
Scotch Bloom is being removed. Lynne has been working with TLVA and we are hoping to get some additional volunteers from that village to help with some of the upcoming work.

Some large trees have come down and could impact the upcoming mowing. Lynne is looking for volunteers to assist with removing these. Access to the trail on the South side of the pond needs to be maintained. More volunteers are needed and would be appreciated!

This brought up the topic of ARC requests for pond work. These requests do not need to go to South Bay to be approved, so we can have a slightly streamlined process as long as it still allows for notification and resident feedback.

Driveway Sealing - Valerie Bartholme:
We are coming up on five years since the last sealing. Valerie Bartholme worked with three contractors and received three different opinions on what is needed. One contractor indicated that we need to remove and replace the old asphalt. Another was willing to reseal but there were concerns about his quote.

The decision has been made to repair cracks this year while we investigate the best path forward. We will be looking for an asphalt professional who is not going to bid for the job to provide an impartial evaluation, and will proceed with the crack repair for this year.

Monuments, Lighting & Mailboxes - Rick Stafford:
The monuments were cleaned as part of the fence pressure washing.

Fence Repair & Maintenance:
Pressure washing of the community fences has been completed. Doug Hewett noted that fences were missed on Mariner. He is reaching out to Dan Graham who is coordinating the pressure washing.

Financial Records Auditability - Eric Salmassy:
Covered during Treasurer report

New Business

Collections Policy
Eric Salmassy presented a new Assessment Collections Policy to the board, outlining a process that conforms to the new state law governing HOAs.

A motion was made to approve the new collections policy by John Miller, seconded by John Durgin, and approved unanimously by the board members present.

Possible Ground Subsidence on Windrose
John Durgin reported that several board and landscape committee members visited the site to investigate. It appears there may be an irrigation leak in that area. We will have Pacific Landscape come out to evaluate and repair as necessary.

Call for Volunteers
Eric Salmassy described the various needs by the board going forward; a potential scribe/publicist, members of a standing pond committee, work parties for pond and landscaping projects, etc.

John Durgin noted that based on his experiences working on HOA boards in other states that ours is much more complicated than is typical.

Annual Meeting
The annual meeting is on June 17th at 2:00 PM.

FY 2026-27 Budget
Eric Salmassy presented the proposed budget for 2026-27. This was drafted prior to the root raking and accommodations may be needed to deal with remediation of that work. Given that our largest expense, by far, is our landscaping contract, it was helpful that Pacific kept our

contract close to the same cost as FY 2025-26. Pond expenses include three primary projects: two mowings, cedar tree removal, and pond weir repair (this is budgeted to be paid from reserves).

We have budgeted a higher contribution to reserves than we have done historically, and based on the new HOA laws we will contribute monthly (or quarterly) one twelfth (or one fourth) of our budgeted reserve contribution. John Durgin suggested that we consider a separate reserve fund or pseudo-reserve fund for pond expenses to the extent that the pond itself does not qualify as an asset.

John Durgin made a motion to send out the budget as presented, Valerie Bartholme seconded, and the motion was approved unanimously by the board members present.

Root Raking Along Pond Access Trail

The meeting circled back to a discussion about the cleared area along the trail from the end of Mariner to the pond.

John Durgin outlined some planned changes to the board's process for work around the pond (and by extension any other common area projects) that includes following some sort of modified ARC process. (South Bay Association does not need to approve any projects on BVA common areas). It would also be good to have this modified process covering homeowner projects as well, insofar as allowing notifications to neighbors be made when work was going to be done that does not require a South Bay ARC (such as replacing a deck with a new one identical in appearance) so that people would know to expect construction-type activity.

There is a desire to create a standing board committee for the pond to work towards a multi-year, budgeted plan based on the Coastal Solutions report. There is a lot of work to be done on the pond, and we need more people involved to research and brainstorm.

John also reiterated the need for a publicist/communications coordinator to ensure community members are better informed about all things going on in Bayview Village.

Eric Salmassy seconded the need for a modified ARC process for these board initiated projects.

Shelly Andrews commended the board for all of the work they have been doing, and agreed on the need for more volunteers.

Jim Edson requested that the board create a more detailed plan for the pond in general, and radiation of the cleared area specifically.

John Durgin outlined some of the plans:

- Deal with the vegetation debris that has been pushed to the sides of the cleared area
- Addition of silt screens to prevent flow of soil until new vegetation has taken rot
- Seeding the area with grass or some sort of drought resistant vegetation

- Potentially some sort of safety markings along the edge of the trail
- More detailed contracting process in general

Eric Salmassy indicated he would be in favor of increasing the budget to cover the cost of seeding and other remediation of the root raked area, but felt the need for a better understanding of what the costs involved would be.

John Miller noted that we need to have a TLVA representative on any Pond committee.

Eric Salmassy outlined how he had arrived at the proposed budget with no assessment increase, but also stressed that his desire was that we be sure to account for costs of any projects that really do need to be done.

Rick Stafford said that in his opinion there was more work to be done on the cleared area to prepare it for seeding.

Lynne Pihl asked who the board representative would be on the pond committee, that is undetermined at this time.

John Durgin made a motion to amend the budget proposal to include a 2.5% assessment increase ($20 per quarter) to accommodate additional funds to work on the cleared area. Valerie Bartholme seconded the motion, and it was approved unanimously by the board members present.

John Miller moved to adjourn the meeting, Eric Salmassy seconded. It was approved unanimously by the board members present.