



BBVCC Board Minutes

Date – November 16, 2023

Call to Order: Ernie (President) called the meeting to order at 2pm.

BOD members present - Rollcall: Ernie Hutchins, Dave Owen, Harry Shearer, Terry, Sullivan, Bev Franklin, absent David Wilbrecht, Randy Ambuehl.

Community members present: Kirk Martin, Sandy Zeitel, Susan Scheirman, Dave Luton, Jack Venett, Marilyn Owen, Leanne Keel, Michael Duffy, Laurie Kritz, Gary & Sandy Wilde, Rob Booth, Lorraine Day, David Scheirman, Doug Delmonte

GM – David Franklin - GM, Asst GM – Debbie Johnson

**Open Forum / Homeowner's Presentations **

Kirk Martin – Thanked the board for all the work on the 2024 budget.

Leanne Keel – Thanked the board. Expressed hope that the 2024 Fee Schedule would be approved tonight for planning purposes.

Sandy Zeitel & Valerie Anderson – Expressed concern about the Birch Bay Incorporation proposal and wanted the board to be aware of potential impacts.

Approval of Agenda

Bev Franklin made a motion to modify the agenda to add a section under new business to discuss board meeting date for December and time to start as well as making a correction to the Consent Agenda for the ACC meeting minutes of 11/7/23 (not 10/10/23) and add minutes of the Security Policy Work group for the 10/23/23 minutes. Motion to approve as modified was 2nd by Dave O, approved.

Approval of Consent Agenda

Bev F made a motion to approve the Consent Agenda as modified in the Agenda approval above, 2nd by Terry S, approved.

Approval of Board Minutes

- a. **APPROVAL OF BOARD MINUTES of (October 19, 2023)**
- b. **ACC**
 1. **Accept Draft Minutes of ~~10/10/2023~~ 11/7/2023 meeting**
- c. **Buildings & Grounds**
 1. **No Minutes to Report**



d. Lakes & Drainage

- 1. Accept Minutes of 11/13/2023 meeting**

e Marina

- 1. Accept Minutes of 10/10/2023 minutes**

f. Safety & Security

- 1. Accept Minutes of 10/17/2023**

g. Security Policy Workgroup

- 1. Accept Minutes of 11/06/2023 meeting**
- 2. Accept Minutes of 10/23/2023 meeting**
- 3. Workgroup Report**

h. General Manager's Report

Old Business

a. Board Retreat & Planning Workshop

1. Retreat set for 11/29/23 from 9-3. Looking at off-site, possibly Holiday Inn, to be determined. Focus will be on how to do a 5-10 yr. community plan, SWAT, Vision / Mission.
2. Working lunch to watch a webinar on how to create a mission / vision statement for an HOA community
3. Preliminary agenda was discussed as noted above.

b. Dave O asked to add a Town Hall for the Security Policy workgroup in January. A date will be determined in December.

b. Marina Rules Revision for 2024 Moorage Agreements

Dave O reviewed small changes to the Marina R&R to reduce the time to correct and to also conform to the BBVCC By-Laws.

Discussion on the changes requested occurred. It was determined that the fine for a missing decal would be postponed as part of a larger marina R&R rewrite. It was also determined that the fines for a "vessel in poor condition" would be postponed for the larger marina R&R rewrite.

Dave O made a motion to approved the changes with the changes above, Terry S 2nd, approved.

New Business

a. 2024 Fee Schedule



Discussion regarding the proposed fee schedule for 2024 took place. It was discussed that as part of the budgeting process a 20% fee increase would be needed for the marina, and a 7.5% fee increase would be needed for the golf course.

A motion was made to accept the 2024 Fee Schedule as presented by Bev F, 2nd by Harry S, approved.

Further discussion regarding the Special Assessment financing from 2022/2023. The interest rate that is used for the 3-15 year payments plans was agreed to be reviewed annually and adjusted to the current rate the BBVCC was earning on it's investments as a cost of financing. The new YTD interest rate was presented as an average 4.5%, thus this increase is recommended for 2024 (up from 2% in 2023).

A motion was made by Bev F to approve the adjusted interest rate, 2nd by Dave O, approved.

b. Prime Security

David Franklin identified we do not have a current contract with Prime Security, but rather are month to month. The Original contract was to provide a reduced rate for the first 90 days, however this reduction has continued. There are a number of factors that were discussed including:

- i. The need for a written policy plan (supported by the Security Policy work group), this is called a Post Order in the industry and is being worked on by the work group and should be available shortly. This will be shared with the community and Prime Security
- ii. Prime has asked the contract be returned to the original quote of \$35/hr and they will confirm the rate will remain for the next 12 months to be adjusted thereafter per the CPI or other appropriate index.
- iii. David Franklin looked at the rates and the rates of other firms providing similar services and determined the rates are reasonable. Dave F recommends the approval of the annual contract at \$35/hr, with the continued ability to terminate with 90 days notice from either party.

Terry S made a motion to approve, 2nd by Dave O, approved.

c. Marina Committee recommended board action.

- i. The MC recommended a moratorium on 40ft and larger boats and re-assignment of some boats in an effort to extend the life of the pilings.

Dave O does not recommend any moratorium for size and feels that the current rules provide the Harbormaster and Asst. Harbormaster the authority to move boats as needed. No action was taken.

- ii. Charlie Hall was recommended for the open position on the MC.

Dave O made a motion to approve, 2nd by Bev F, approved.

d. Marina Committee chair resignation and new appointment

- i. Rick Whittaker has given his resignation as chairperson, but will remain on the MC. Dave Luton was named by the MC as the chair. No board action required.

e. Lakes & Drainage committee member appointments



i. Lakes & Drainage is recommending Kristen Lowell to fill an open position on the committee and Scott Tobiason to be named as an Ad hoc Advisor to the committee.

Dave O made a motion to approve, 2nd by Harry S, approved.

f. Board meeting dates and times (added)

Bev F suggested that due to the holidays the December board meeting be moved to the 2nd Thursday, December 14th, and to change the timing of the board meetings from 2pm to noon.

Harry S made a motion to approve, Terry S 2nd, approved.

Expense Authorization

- i. Fund transfer from Marina reserves to Operations for \$1500 for dredging survey costs
- ii. Fund transfer from General reserves to Operations for \$85,756.40 for the purchase of the excavator

Harry S made a motion to approve both fund transfer requests, 2nd by Terry S, approved.

- iii. Purchase of Maintenance APV

Discussion and multiple bids were discussed to replace one of the APV's as the last of 4 is no longer operational. The existing APV and bids were all for 2WD vehicles. The cost to replace a 2WD, which would come from General reserves, would be \$11,444.49.

There was additional discussion about the increased functionality of a 4x4 as being a better work-horse maintenance vehicle for all seasons. As information for a 4x4 vehicle was not fully vetted, but quick research indicated the cost would be under \$15k for the APV and additional cab kit and blade.

A motion was made by Terry S to approve a cost not to exceed \$15k for a 4x4 with the accessories, 2nd by Dave O, approved.

Executive Session - none

Adjourn

Motion made by Dave O to adjourn at 4:04pm, 2nd by Harrys S. Approved.