



Birch Bay Village Community Club (BBVCC)

Standing Committee Meeting Minutes

Standing Committee Name: BBV Buildings and Grounds Committee
Date/Time of Meeting: Thursday, March 7, 2024
Location: BBV Clubhouse
ZOOM Information: Meeting ID: 885-8656-9122 / Password: 8055
Phone-in call only: 1-253-215-8782

Committee Members in Attendance

Ruth Balf, Chair	Mark Hodges, Co-Chair	Caprice Pine, Secretary
Maj Nelson	Kirk Martin, via Facetime	

Committee Members Absent

None		
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BBVCC Officers and Staff Present

None		
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BBVCC Officers and Staff Absent

None		
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Audience/Members Present

None		
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Call Meeting to Order: Ruth Balf Time: 5:12pm

Approval of Minutes from Previous Meeting (February 1, 2024)

Approval Moved By: Mark
 Seconded By: Maj
 Approved By: All

Audience Member Presentations (3 Minutes MAX)

Audience Member	Comments
None	

Old Business:

- Approval of Charter – Mark presented the revised Charter.
 Approval Moved by: Caprice
 Seconded by: Maj
 Approved by: All
- Fire Hydrant testing report – Mark – who tests and how frequently
 Per Mark and employee of the Birch Bay Water and Sewer District tests them once per year, and they test a valve every two years.
- Park Signage – Maj
 She printed new signs in the layout approved by the Board. Sand Dollar, Sunrise, Sunset Parks – signs all look fabulous, very sturdy. Next – Kwann Lake, Lighthouse, and Marina Parks. We may add a second Sunrise Park sign at the far end for visibility – she talked with Bobby. Kirk asked about the cost per sign – 18” X 24” – about \$90 each per Mark. They claim a 10-year lifespan. We’re thinking 7 or 8 years.
- Clubhouse Door Opener Update – Ruth
 She hasn’t been in touch with David – no update.

New Business:

- New *ad hoc* Committee Member – Craig Simons – Mark
Craig was approved by the Board as an *ad hoc* member. He is a semi-retired contractor and has a permanent residence in Seattle. He has a home in the Village on Salish Road that belonged to his wife's mother. He doesn't want to be terribly involved – just let him know if we need his expertise. He is in BBV about 10 days per month.
- Pending new member applications – we need a few more people, need to actively recruit. The announcements in the Newsletter are not enough. Maj has someone in mind – a woman who pulled ivy. We need more folks on the side of Buildings. The Security and Safety Committee recently collapsed – they weren't actively recruiting. Kirk suggested we write something about what we do to generate interest. Caprice and Maj will work on it. Place emphasis on expertise and experience – for the Bulletin and also for David Franklin's Friday General Manager Update. "Please call Ruth..."
- The hedge south of Salish and Cowichan intersection – Mark
He walks around the loop daily – the hedge causes a hazard for pedestrians. Cars heading eastbound on Salish can't see around the corner. There have been too many close calls. Mark reached out to the Compliance Officer, but hasn't heard back. Kirk – there is no clear direction as to who is responsible for the hedge. Maj – it borders Legends' property, but is on common ground. She talked with Bobby. Per Bobby, we need to talk to them and tell them to cut the hedge down. They prune it all the time. Maj talked with the Compliance Officer – visibility there doesn't meet triangle standard for having to cut something g down. Next step – one of us needs to talk to Maintenance re: wanting to cut it down. What are the next steps. Ruth – I wonder if going to David Franklin would be better. Maj – he doesn't have the history. I'm happy to talk to him after I talk to Bobby. History gives the ask more credence. Kirk – Did someone talk to Mark Jeffcoat, the property owner? Mark – is the hedge on Village property, not private property? Maj – the footage around the hedge is Village property. Maj will talk to Bobby and the owner and the people across the street. Mark – removing or cutting it down to a certain height? Maj – removing. We could plant something else there that is shorter and will stay short. Kirk – safety issue or other? Maj – safety.
- Sunrise Park re-design – Maj
The Landscape Manager has a design and is getting pricing. Kirk – outflow from Kwann Lake? Mark – no plans – we've handed that responsibility back to the county. May put a pipe in 8-10 years out. Kirk – thought it was a higher priority for flooding in BBV. Mark – I agree with the idea of talking to other committees to make sure we're not stepping on each other's toes. Lakes and Drainage told us not to worry about it. Maj – there are a lot of problems with people driving in Sunrise Park – damage of trucks, especially in winter. There is no sign that says driving is prohibited. Per Bobby, if someone goes in the slough, they'll be arrested. One third of the slough is in the National Wetlands Program. We can't have people or things falling in the slough. We need to talk with our Board Rep and make recommendations about prohibiting driving. We could do plantings around the edges that will make it harder to drive. Whiskey barrel, logs, planters. Bobby can move them if he needs to mow. Maj will talk to the property owner as well. Kirk – we could have a series of posts with cable and openings for people to access. Maj – let's just make it more difficulty to drive. We could reinforce with signage. Mark – I saw a couple with a pickup filling up with chips. There's nothing in the rules/regs/bylaws that mentions no driving in parks. It's not proper to put up a sign if there is no reg behind it. Get the Board to approve. Just as we don't want folks to drive on the golf course, we don't want them to drive in our parks. Maj – let's bring it to the Board after the next meeting. Mark – how about if we pass a recommendation? I move we recommend to the Board that motor vehicles, including golf carts, are

prohibited from driving in our parks, except in the parking lots, and that folks are prohibited from removing things from the parks. Caprice seconded. Approved.

- Golf Committee to discuss Rec Center – Ruth

First meeting was held with Steve Franklin, head of the Golf Committee, and Dave Wilbrecht, Board Liaison to Building and Grounds and Golf Committees. The Rec Center needs serious work and renovation. Proposal – get all committee members who would like to attend to come to a meeting where we discuss the condition and usage of the building. So far, Ruth, Maj and Mark have done an assessment of the Rec Center (document attached). The next meeting is probably the week after next, but hasn't been scheduled at this time. Kirk – I'm back April 15th. Kirk doesn't know what prior renovations have been done. Ruth will investigate. Dave Wilbrecht wants to build a new Rec Center. Ruth – that's 10 years down the line – we need to do stuff now. We can clean, paint, do minor repairs, fix electrical – all within Maintenance's purview. We won't need permits. Caprice moved to accept the Rec Center Assessment. Mark seconded. Approved. This document could be explored for 2025 budget recommendations.

- Sport Courts – Mark – Rae Smith (who is in California) asked Mark to check the courts. The cracks on courts 3 and 4 are significantly worse than last summer. This was presumably caused by the freezing/thawing cycle. He talked with David Franklin who said we need to fill the cracks with epoxy. Mark thought he was going to, but he didn't. Caprice has been advocating for repair of the courts for quite a while. Mark did some research and there is an epoxy that is tinted so it can be a color match for the courts, it costs \$95 per gallon. Ruth – do you have a vague estimate as to the number of gallons? Mark – I'd have to measure the cracks. Kirk – make a recommendation to the Board if you want something to happen. Mark moved we recommend to the Board that we proceed to fill the cracks in Courts 3 and 4 with the epoxy product. Maj seconded. Approved. Ruth – Mark to write up a summary of the situation once he has measured the cracks (email attached).

Motion to Adjourn By: Maj

Motion Seconded By: Caprice

Motion Approved By: All

Adjournment Time: 6:08pm

Next Meeting Date: Thursday, April 4, 2024, 5:00pm, Clubhouse

Respectfully submitted, Caprice Pine