



BOARD OF DIRECTORS MEETING MINUTES

ASSOCIATION NAME: Birch Bay Village Community Club

DATE AND LOCATION: September 19, 2024

I. CALLED TO ORDER AT: 5:01 PM by Mathue Totten

II. ROLL CALL - BOARD MEMBERS PRESENT (check box):

✓ Dave Owen	✓ Randy Ambuehl	✓ Bev Franklin
✓ David Wilbrecht (Zoom)	Terry Sullivan	✓ Mathue Totten
	✓ Bob Whale	

BOARD MEMBERS EXCUSED ABSENCE: Terry Sullivan

STAFF MEMBERS: David Franklin General Manager and Justine Brooks, Executive Secretary.

COMMUNITY MEMBERS PRESENT: There were 10 people in person.

Zoom: Lee Erickson, Steve Franklin, Maureen Server, David Scheirman, Susanne iPhone 8+ 06.2018, Dori O’Dell, Gary’s I-Pad (2), Andrea Yeo, Suzie Walker

CONFIRM QUORUM: The Board Vice President, Mathue Totten, asked David Franklin to conduct a roll call. David announced a quorum was achieved.

III. ADOPTION OF AGENDA

MOTION TO: adopt the agenda with the additions of a Safety and Security Application of Billy Brown and water testing of water quality of Kwan Lake

MOTION BY: David Owen **SECONDED BY:** Bev Franklin

APPROVED: X **NOT APPROVED:** **TABLED:** **DIED:**

IN FAVOR: 6 **OPPOSED:** **ABSTAINED:**

IV. HOMEOWNER PRESENTATIONS

Valery Anderson spoke regarding the planting of two trees in the central garden bed by the guard shack as these trees could destroy the bed and the root system could destroy the road. 3 maple trees planted in the garden bed by the office. Recommends moving them from those beds to a different area.

Julie St Germaine thanked the manager for spend time with her this week discussing the budget. Julie has some concerns regarding revenue and believes it should be separated from the operating budget. Worried about the security cameras and road work that was completed. There are globs on the road in certain areas. With the culvert that is getting done, some of the people in that area were concerned about the water being turned back on. The water is Birch Bay Water and Sewer and not the Village issue.

V. CONSENT AGENDA

- a. Approval of August 15, 2024, Board Meeting Minutes
- b. Approval of the September 6, 2024, Emergency Board Meeting Minutes
- c. ACC – Accept Draft Minutes of September 3, 2024
- d. Lakes and Drainage – Accept minutes of September 9, 2024
- e. Marina – Accept minutes of August 27, 2024
- f. Buildings and Grounds – Accept Minutes of September 3, 2024

- g. Safety and Security – Accept minutes of August 5, 2024
- h. Communications with the Board

MOTION TO: Remove item C from the consent agenda and approve all other items.

MOTION BY: Bev Franklin SECONDED BY: Randy Ambuehl

APPROVED: X NOT APPROVED: Tabled: DIED:

IN FAVOR: 6 OPPOSED: ABSTAINED:

There was a brief discussion regarding a tree removal under new business (item c). A clarification that the requirement for a neighbor letter was required as the tree was very close if not on both properties.

MOTION TO: Approve the ACC minutes as presented

MOTION BY: Mathue Totten SECONDED BY: David Owen

APPROVED: X NOT APPROVED: Tabled: DIED:

IN FAVOR: 6 OPPOSED: ABSTAINED:

VI. FINANCIAL REPORTS

MOTION TO: Approve the May and July Financial Reports as presented

MOTION BY: Bev Franklin SECONDED BY: Mathue Totten

APPROVED: X NOT APPROVED: Tabled: DIED:

IN FAVOR: 6 OPPOSED: ABSTAINED:

VII. OLD BUSINESS AND VOTING AS NECESSARY

a. **Traffic Control Traffic Logic** update was provided by David Franklin with a memo by Compliance Brad Stolzenburg. With the weight of the speed camera system, we want to put it on a trailer. Staff and the safety security committee has been working together to find a good solution for moving

Valery Anderson asked a question.

Our intent is not to fine people but to get our members to go the posted speed limit of 20 mph and not the 25mph they are currently going.

VIII. NEW BUSINESS AND VOTING AS NECESSARY

a. **Golf Committee Presentation** was given by Steve Franklin. Steve went into details on a proposed beta test to bring revenue opportunities to the Rec Center/Pro Shop. This would be bringing in members to the golf course from Horizon and Semiahmoo HOA's with the max number of 50. It would be a sponsored membership for the HOA members, just like the sponsored memberships that we currently have. The current sponsored membership only has 5 members, and those members are very involved with our golf course. If we did move forward with this beta test membership it could yield an additional \$49,000.

Steve also presented that upgrading the Rec Center was needed and the Golf Club and Golf committee would like to see the Rec Center be turned back into a Pro Shop. The Golf Club provided a early stage rendering for the Pro Shop upgrades and stated that they would be willing to assist with funding and doing some fundraising.

The members that were present asked some questions and provided their concerns.

Valery Anderson, Julie St Germain and Kirk Martin all expressed their concerns and

questions. David Owen stated that the Board have known for some time that something needs to be done with the Rec Center to increase revenue and repairs.

MOTION TO: move forward with the beta membership testing, renaming the Rec Center as Pro Shop and repairs and improvements to that building.

MOTION BY: David Owen SECONDED BY: Mathue Totten
 APPROVED: X NOT APPROVED: TABLED: DIED:
 IN FAVOR: 6 OPPOSED: ABSTAINED:

b. 2025 Budget Discussion and Approval.

The Budget was explained by David Franklin in depth. He explained that the repairs, replacement, and maintenance to the BBV assets have been pushed down the road for years. In pushing these down, the road is what has made for an increase in dues/assessments in the past few years.

The Budget has changed slightly since the last Town Hall and has decreased from a 23% increase to a 19% increase. The Board understands that the increases are not liked and are trying to make them not as severe.

MOTION TO: accept the 2025 Budget as presented.

MOTION BY: Bev Franklin SECONDED BY: David Owen
 APPROVED: X NOT APPROVED: TABLED: DIED:
 IN FAVOR: 6 OPPOSED: ABSTAINED:

c. Annual budget Meeting Location

There are two options for the Annual Budget Meeting we can have it here at the Clubhouse which holds 99 people, or we can have it at the church where we held the Annual General Meeting in June. The Board asked those who were present where they would like to have the meeting held and the members at the meeting and via Zoom showed that they would like to have the meeting held at the Clubhouse.

The Annual Budget Meeting on November 1, 2024, will be held at the Clubhouse.

d. Ping Pong Club Application

There was a brief discussion regarding the Ping Pong Club. Kirk Martin, a member of the Building and Grounds Committee stated that the Committee has not fully vetted the Club, there was a conversation in the Committee that stated there was a concern with the storage of the Club tables.

The Board has tabled this application until the Buildings and Grounds Committee can come back with what their recommendation would be.

e. Variance for 8178 Sehome Rd – Height

This variance is for the height of a fence/trellis that is front facing of the home. The ACC denied the project and told the member that they could bring a variance request to the Board.

MOTION TO: deny the application for a variance and the member needs to remove the lattice work on the top of the fence.

MOTION BY: David Owen SECONDED BY: Bev Franklin
 APPROVED: X NOT APPROVED: TABLED: DIED:
 IN FAVOR: 6 OPPOSED: ABSTAINED:

f. Building and Grounds Member Application

MOTION TO: Approve the application of Don Hubert for the Buildings and Grounds Committee
MOTION BY: Bev Franklin **SECONDED BY:** Mathue Totten
APPROVED: X **NOT APPROVED:** **TABLED:** **DIED:**
IN FAVOR: 6 **OPPOSED:** **ABSTAINED:**

g. Safety and Security Member Application (added with adoption of agenda)

MOTION TO: Approve the application of Billy Brown for the Safety and Security Committee
MOTION BY: David Owen **SECONDED BY:** Mathue Totten
APPROVED: X **NOT APPROVED:** **TABLED:** **DIED:**
IN FAVOR: 6 **OPPOSED:** **ABSTAINED:**

h. Water Testing for Water Quality of Kwan Lake (added with the adoption of the agenda)

David Owen requested that the Board and management proceed with testing the water in Kwan Lake to see if we can use it for irrigation of the golf course. We have used the water in Kwan Lake to irrigate the golf course in the past. It was stopped due to pump being loud and possibly other reasons. Management and the Board will look into this.

IX. AUTHORIZATIONS AND RESOLUTIONS

a. Resolution to Change Insurance 20240919-01

MOTION TO: approve the insurance change from PCF to Acrisure.
MOTION BY: Bev Franklin **SECONDED BY:** Randy Ambuehl
APPROVED: X **NOT APPROVED:** **TABLED:** **DIED:**
IN FAVOR: 6 **OPPOSED:** **ABSTAINED:**

b. Dump Truck Authorization.

MOTION TO: authorize the purchase of the 2024 Ford Super Duty F450 4x4 from Bickford in Snohomish, WA. In the amount of \$65,102 including tax and the dump box from Ferrotek in Ferndale, WA. In the amount of \$15,717 for a total expenditure of \$90,819.
MOTION BY: David Owen **SECONDED BY:** Mathue Totten
APPROVED: X **NOT APPROVED:** **TABLED:** **DIED:**
IN FAVOR: 6 **OPPOSED:** **ABSTAINED:**

X. DIRECTORS COMMENTS

Thank you to David Franklin and Bev Franklin for the hours they have put in to put together the 2025 Budget.

XI. PARKING LOT

There was a brief discussion regarding the items in this section and having them listed here like the Ping Pong Club Application and other items that need to be brought forward at a different time. This would include the Nuisance Dog Language and the Sheriff patrolling within the community.

XII. EXECUTIVE SESSION

There was no executive session.

XIII. ADJOURNMENT

a. The meeting was adjourned at 7:52 pm.

MOTION TO: adjourn.

MOTION BY: David Owen SECONDED BY: David Wilbrecht

APPROVED: X NOT APPROVED: Tabled: DIED:

IN FAVOR: 6 OPPOSED: ABSTAINED:

Minutes Approved By: _____
Board Secretary

Action Items:

- Golf Committee to implement beta test for expanding sponsored golf memberships to Semiahmoo and Horizon HOAs.
- Dave Franklin to contact Acrisure Insurance tomorrow to bind new insurance policies.
- Dave Franklin to purchase new gas-powered dump truck from Bickford with Ferrotek bed for \$80,819.
- Buildings and Grounds Committee to officially address ping pong club application at October meeting.
- Justine to notify member that variance request for fence/arbor height was denied by the Board.
- Dave Franklin to explore salinity testing options for Kwan Lake irrigation project.
- Dave Franklin to follow up with Philip on nuisance dog language for next Board meeting.
- Justine to correct meeting date on minutes from August to September.
- Dave Franklin to add parking lot items to future agendas.
- Board to review community feedback on dog policy and sheriff speed enforcement policy at future meeting.
- Dave Franklin to develop hardship program proposal for dues payments.
- Board to begin preparation for transitioning to new HOA Act by 2028.
- Dave Franklin to explore clamshell dredging options with Army Corps of Engineers for marina.