

**BIRCH BAY VILLAGE COMMUNITY CLUB
BOARD OF DIRECTORS
REGULAR MEETING
OCTOBER 16, 2008 7:00 P.M.
AT THE CLUBHOUSE**

MINUTES

ROLL CALL:

Sandra Stillion, President	Present
Deon Wiechmann, Vice President	Present
Jeff Morris-Reade, Treasurer	Present
Ken Davidson, Secretary	Present
Betty McKinney	Present
Al Hawks	Present
Craig Telgenhoff	Present

Also present: Ken Hoffer, General Manager; Esther Matter, Administrative Assistant.

CALL TO ORDER:

President Sandra Stillion called the meeting to order at 7:00 pm.

AGENDA:

- **Motion made by Betty McKinney, seconded by Ken Davidson and carried to approve the agenda as written.**

HOMEOWNER'S PRESENTATION:

MINUTES:

Regular Board Meeting of September 18, 2008.

- **Motion made by Deon Wiechmann, seconded by Betty McKinney and carried to approve the Regular Session Board Minutes of September 18, 2008 as written. Al Hawks abstained due to absence.**

Work Session Meeting of September 15, 2008.

- **Motion made by Betty McKinney, seconded by Ken Davidson and carried to approve the Work Session Minutes of September 15, 2008. Al Hawks abstained due to absence.**

Closed Session Meeting of October 1, 2008.

- **Motion made by Jeff Morris-Reade, seconded by Deon Wiechmann and carried to approve the Closed Session Minutes of October 1, 2008. Al Hawks abstained due to absence.**

Work Session Meeting of October 6, 2008.

- **Motion made by Betty McKinney, seconded by Jeff Morris-Reade and carried to approve the Work Session Minutes of October 6, 2008.**

COMMITTEE REPORTS:

ACC – Ken Woods

- **Four tree removals were approved: three were asked to replace with another tree. One tree removal was denied: an arborist report is needed before making a decision. One fence was approved.**
- **Encourages the Board to make a decision on the Flagpole rule; feels that 18 feet is a sufficient height limit for a flagpole.**
 - **Jeff Morris-Read is still working on rewriting the Flagpole rule and will try to keep the 18 foot height limit.**
- **The impervious surface violation on Nakat Way should be looked at again; the New Home Construction plans were approved at less than 50% impervious lot coverage**

and the coverage is over, due to the installed pavers. Whatcom County classifies the pavers as impervious, as well; the county only allows pavers with professional installation and a specific foundation.

- The Board will be monitoring the drainage in the area surrounding the impervious violation property to see if it is affected. Will look into Whatcom County criteria, as well, to make sure the pavers are legal.
- The trellis in question on Kwann Lake only structure in violation along the lakeside and should be removed.
 - The trellis on Kwann Lake was confirmed to have been installed before the current owner.

MARINA COMMITTEE – Bob Webber

- The Marina Committee recommends Rod O'Dell as a new member on the Committee.
 - Motion made by Deon Wiechmann, seconded by Betty McKinney and carried to accept Rod O'Dell on the Marina Committee.
- About 30 floats on the docks need to be replaced; will be getting a list to Ken Hoffer of the needed replacements along with a list of crab pots and other items illegally stored on the dock.
- The Committee would like to get some suggestions back to the Board on the Marina Parking Lot plan.
- Suggested that the Village invest in some booms for oil spills in the Marina. Ken Hoffer stated that when the Maintenance boat is fixed they intend to store some in the boat for emergencies.
- Looking into the need for dredging the Private Dock Basin.
- Would like to get a survey out to Village members on whether the Grid would be worth restoring and how interested people are in using it.
- Looking into a device that can measure for "heat currents" in the Marina. Possibly a permanent device added to the BBV inventory.

GOLF COMMITTEE - Bob Simpson

- Next year the goal is to increase the amount of Tournaments and get some outside Golf Clubs to participate; this is in hopes of generating more revenue for sponsored tournaments.
- The greens roller has been showing its benefits; it has reduced the weekly mowing nearly in half.
- Working on some drainage plans for next year.
- A lighted bulletin board is being looked into for outside the Pro-Shop.
- About 4200 feet of Cart Paths has been paved, 4400 feet is still remaining.
- Golf Revenue this year was about the same as last year.

SECURITY COMMITTEE - John Ellis

- Would like an ad in the bulletin asking for volunteers to watch kids who are boarding and returning from the School Bus, so that Security can patrol other areas of the Village at those times.
 - Ken Hoffer stated that Maintenance will be watching the kids for the next couple days to allow Security to Patrol.
- The Guards were notified of an incident concerning a member being chased by some pit bulls in the Village.
 - Ken Hoffer stated that both parties involved have been sent a letter regarding the Village rules on the issue.
- The money budgeted for cameras for 2008 needs to be used. Something should be installed with what is budgeted even if it just includes cameras at the Marina.

- A meeting needs to be set up with Security Solutions and interested Committee members.
- Would like to look into a device that can be set up at certain markers in the Village for Security Patrol to check and prove that they patrolled that area and how often.
- Deputy Cliff Langley is being invited to the next Security Meeting on November 12, 2008.
- There are now two openings on the Security Committee.

LAKES COMMITTEE – No representative

- Ken Hoffer stated that the Lakes Committee will be meeting next week; Bill Begue will be sitting in as Chair.

ROADS & DRAINAGE COMMITTEE – Jim Lockie

- Sandy Hilborn is working with a company to get the Lake pump system running.
- Striping has been finished: two coats were painted on the newly paved roads; only one coat was painted on the existing roads.
- A trailer is needed for the Village's Mini Excavator; one was being borrowed from Chuck Wolfe, but it is not built to support the weight of the excavator and there are availability issues. If a new trailer is purchased a schedule may need to be made on when and who will be using it, and it must be returned to the Maintenance Yard and cleaned at the end of the day.
 - Motion made by Deon Wiechmann, seconded by Ken Davidson and carried to allocate a \$3500 limit towards a new trailer/truck ho for the mini excavator.
- Would like to install some piping on the vacant lots that are difficult to get the mower on and off. The pipe would be compatible with existing height levels of adjacent culverts.
- Once there is more rain the problem areas for flooding will be researched.
- Craig Telgenhoff will research a rule he created for the ACC concerning rip-wrapping the drainage ditches.
- The materials for the bathroom replacement at A&B dock will be delivered shortly. It was ordered and paid for by BP as a donation for using the Guest Dock last year for training.

MANAGER'S REPORT: - Ken Hoffer

- Committees were informed that November meant the time for an exchange of committee rolls.
- Final Lakes Water Quality Report from IWS (Institute of Water Shed Studies) has arrived.
- Quarterly Maintenance/Safety audit is in the packet.
- The pool has been prepared for the winter months.
- Financial reports are in the packet. Income for this year is at 98.4% of budget, and expenses are at 66.72% of budget.
- List of outstanding dues accounts is close to that of previous years.
- All the restrooms will be winterized and locked up for the winter, except those by A&B dock.
- Will look into some more bids for pool resurfacing.

OLD BUSINESS:

- To get the lighting in the Clubhouse parking lot taken care of a Task Force will be formed involving Betty McKinney and Deon Wiechmann.
- Marina Grid replacement is still being discussed, if the Marina Committee has any more ideas they are welcome to bring them before the Board.

- A site will be found for the play set being donated to the Village by John Byrnes, Div. 11B, Lot 39; Jeff Morris-Reade volunteered to help look for a site.

NEW BUSINESS:

- Bob Webber submitted some suggestions for a Landscape Rule to the Board, it will be reviewed and discussed at a later meeting.
- Fine Schedule suggested changes will be presented at the next Regular Session Board meeting.
- Vacant Lot Use rule will be rewritten and presented to the Board at a later meeting.
- A Task Force will be created for the Marina Parking Lot that will include at least one representative from the Board, ACC, Marina Committee, and Security Committee so a plan can be presented and finalized.
- Hazardous obstructions within five feet of the hard road edge need to be moved. Skip Bickers, BBVCC Field Compliance, will be in charge of enforcing those issues.
- Reserve Transfers for 3rd Quarter 2008: from Marina Reserve into Operating for Dredging amount of \$135,094.67; from Roads & Drainage Reserve into Operating for Paving amount of \$196,141.00; from General Reserve into Operating for plants at Rec. Area #3 amount of \$42.21; from General Reserve into Operating for Pool Door Locks amount of \$2,573.42; from General Reserve into Operating for Track hoe Bucket amount of \$530.67; and from General Reserve into Operating for Wood Exterior Painting amount of \$1,395.63.
 - Motion made by Jeff Morris-Reade, seconded by Deon Wiechmann and carried to authorize the above reserve transfers submitted by Ken Hoffer.

CORRESPONDENCE:

ACTION ITEMS LIST:

- Some willow trees encroaching on Thunderbird Lake are scheduled for trimming.
- Ken Hoffer is still working on a new Security citation format.

ADJOURNMENT:

- Motion made by Deon Wiechmann, seconded by Ken Davidson and carried to adjourn. Meeting adjourned at 10:08pm.

Approved _____
Secretary: Ken Davidson

Attest: _____