

**Bay Rim Park Condominium Association
Board Meeting Minutes**

Friday, March 24, 2023, at 10:00 am [Integra Conference Room]

Board President CJ Bradford called the meeting to order at 10:04 am.

Board Members in attendance: CJ Bradford, Rhonda Willet, Chelsea Hull and Ernie Tjoelker in attendance in person; with Laura Tulett, Devyn Briscoe and Margaret Sackrider attending by ZOOM.

INTEGRA Management: Cindyrae Mehler & Tess Allison
Integra was requested to take the Minutes of the meeting.

Approve Agenda: Motion by Rhonda Willet to approve the Agenda as presented; 2nd by Chelsea Hull; and, approved.

Approval of Minutes: **Regular Meeting Minutes of 01-27-23**
Motion to approve the 01-27-23 Minutes by Chelsea Hull; 2nd by Rhonda Willet; and, approved.

Management Report: Financials thru 02-28-23

Operating Account	\$ 49,777.10
Reserves	<u>\$ 255,598.58</u>
Total Bank.....	\$ 305,375.68

Tess reports that through 02-28-23 we are slightly over Budget as tree removal and full property cleanup was completed. The association website continues to receive signups and Laura Tulett will be working on a spring Newsletter that will also be loaded onto the website. Integra has updated the accounting program to include access/portal viewing of individual owner accounts and allow payments to be made additionally via Credit Card/Debit Card. TB Lawns completed full winter leaf clean up of complex, full trim of all bushes/low trees, all beds cleaned, weed control applied; Cedar 2 caulk-patch chimney cap/leak; Linderman Trees completed removal of 3-large trees and stump grinding. They will be returning for pruning of tall trees interfering with gutters. Left over wood logs are stacked by the Pond and are available for use by owners and for firewood on the beach.

Association Reserves:

Board President – CJ Bradford reports there is nothing new at this time. However, as CD's mature they will be re-invested at a potentially higher rate of interest in short-term, staggered CD investments. Ernie Tjoelker and CJ Bradford work with Frank Ellers of Edward Jones on association fund investment.

General Business:

- 1. Status update re: negotiations with Uniquist.** CJ Bradford, Laura Tulett and Integra met with association legal counsel to finalize documents for distribution to unit owners in Oak & Walnut buildings. The mailing has gone out to the 16-unit owners. Required notarized signatures and return of documentation from each unit owner to finalize the Settlement Agreement with Uniquist.

2. Garbage Enclosure: Bid Status. [Cement base/walls]

Ernie Tjoelker and Devyn Briscoe worked together with Integra in obtaining bids for a new garbage enclosure. Bids were requested from eight (8) contractors. Following discussion and review by the Board, Motion was made by Laura Tullett to approve the Credo Construction bid – asking them to include removal & disposal of the current cracked slab and pour a new slab inside the full expanded garbage enclosure area; 2nd by Rhonda Willett; and, approved unanimously. Integra will contact Credo Construction and request a Contract to include this modification. Upon receipt, the Contract will be sent to the Board for signature.

3. Cement entry landings to units: The Board discussed and reviewed various options from contractors regarding what could be done with steps to reduce sloping which included: removal of bottom stair tread, pouring new tread, cutting asphalt and installing new grade; cut out of asphalt at entry and overlay over stairs to make them level; jackhammer out slanted concrete bottom sidewalk/step and extend asphalt sidewalk to concrete stairs. Board members had previously walked the property looking at the steps on Spruce and Cedar building and the step slopes. The Board determined the steps are original construction, were constructed with a slope for water runoff and they are taking no action on changing the design and construction of same at this time. The Board recommends that unit owners may want to consider matting the steps for greater stability if they wish.

4. Alder 6 [Main water line break]: Emergency Saturday call out 03-11-23 to Lynden Sheet Metal plumbers. This emergency call out to locate/ dig out and replace the snapped off brass shaft valve impacted multiple buildings in the complex leaving them without water for hours. The Board reviewed the invoice from Lynden Sheet Metal in the total amount of \$3,348.92 [for Saturday emergency callout and return on Monday to finalize the repair] and unanimously determined the expense would be back-billed to Alder 6 for reimbursement to the Association.

5. Kayaks stored on the beach: Discussion on monitoring of old kayaks left on the beach and reminders to residents of where to place the kayaks - Do not leave Kayaks lying around loose on the beach/ to please place kayaks in the holding area. Laura Tulett will include this information and reminder in the Newsletter.

6. Request for Pet Variance Walnut 5: Board reviewed request for deviation of pet policy to allow pets that are not fixed. By unanimous decision of the Board, no deviation of this pet policy rule is allowed. Integra will notify unit owner of Board's decision.

7. Landscape Liaison: Chel Hull Reports she is working to schedule a presentation by Lisa Kaufman with Northwest Straits Foundation [partners in marine conservation] addressing hindering of beach erosion by planting of native grasses, seeds, encouraging root system to hold onto the beach sand for greater stability for Friday, April 21, 2023 at 11:30 am. This will be an Open Presentation for Board Members and Owners to listen to.

Chel Hull will also re-oil the bear at the front entry to Bay Rim when weather conditions improve to help to preserve him.

Next Board/Management Walk About is scheduled for: Friday, April 21, 2023, at 10:00 am

Adjournment:

There being no further business for discussion the meeting was adjourned at 11:25 am.

Minutes respectfully submitted,

Cindyrae Mehler

INTEGRA Management