

**BAYSHORE OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
September 20, 2016**

BOARD MEMBERS PRESENT

Michael Stahl, President
Kari Miles, Vice President
Dave Streit, Secretary
Mohammed Naviwala, Treasurer
Brian Collier, Director
Doug Steffen, Director

BOARD MEMBERS ABSENT

Joe Steger, Director

STAFF PRESENT

Susan Jensen, General Manager
Karen Leszczak, ACC Inspector
Glenn Hagberg, Events Manager

HOMEOWNERS/RESIDENTS PRESENT

Robert Lloyd, ACC Chair
Don Nelson
Loren Smette

ROLL CALL/DETERMINATION OF A QUORUM

Michael Stahl, President, called the meeting to order at 7:00 p.m. There was a quorum of at least four board members.

ADOPTION OF THE MINUTES

Motion: To adopt the minutes of August 16, 2016
By: Doug Steffen
Second: Brian Collier
Vote: All present in favor

TREASURER'S REPORT

- January to August 2016 financials
 - Balance Sheet
 - Profit and Loss by Class
 - Budget to Actuals for Homeowner Association and Event Room (BOA)
 - Budget to Actuals for Bayshore Early Learning Center (BELC)

There was a discussion about certain accounts, detail reports were on hand to review; i.e. 5245 Janitorial for BOA; 5201 Advertising for BOA and BELC; 6010 Member benefits subscriptions for BOA; and 5410 Grounds repair and maintenance for BOA. Board suggested reviewing rug runner cleaning to see if can reduce cost in that area. Some of the janitorial previously showed up in staffing. It is now showing up under janitorial as we have a contract with Henry's for janitorial that began mid-year.

There was a discussion about cash flow. Funds are limited as the last increase to operating budget was \$5 seven years ago. Since that time, operations budget had continued without increase, relying mainly on events income. In addition, thousands of dollars per year in capital projects have been paid for out of the operations budget. Cash on hand was limited at the close of summer this year. In the meantime, \$15 per home per month is moved from income into savings for capital projects (i.e. \$6,960 per month). Citing that we are setting aside money for projects and operations are strained:

Motion: To move money for capital projects earlier in 2016 from savings to checking (Life Fitness Rebuild \$2,322.31, Life Fitness Replacement \$1,738.32; RSA Engineering Report on Pool Violation \$2,105.63) and authorizing use of savings for a previously approved sound system upgrade for the event room.

By: Brian Collier
Second: Doug Steffen
Vote: All present in favor

HOMEOWNER/GUEST COMMENTS

Robert Lloyd reiterated comments and concerns from previous board meeting about the greenbelt lawn care. He alleges destruction of greenbelt by lawn company mowing down to the dirt. He suggests getting bids for next year. Alleges they killed his lawn down to a quarter inch near his home.

Note: Discussion by board included letting any potential lawn care folks know about uneven or problem areas.

COMMITTEE REPORTS

Architectural Control Committee

Karen Leszczak, Inspector
ACC@bayshore.club, 907.223.4577
September 20, 2016

Minutes of the August 2, 2016, ACC meeting was available for review. Items discussed during the ACC meetings included:

- *Approval* of a gnome home at home on Amber Bay Loop on the condition that the stump will be cut to half its current size
- *Garden Committee*. Community garden boxes approved in concept by Bayshore Board of Directors at their August meeting. Funds will be made available in the spring when more details are available.
- *Neighborhood Watch*. Karen Johnson is working on this
- *Bayshore Newsletter*. Thanks goes out to Glenn for improving the newsletter; nice work
- *Stop Sign Visibility*. Municipal Sign Shop completed branch trimming for all requested stop sign locations
- *Complaint* of lawn service leaving cut grass in greenbelts. Karen L. will inspect greenbelt lawns
- *Owner Business Violation*. Two homes running businesses are becoming a nuisance and being investigated by ACC inspector
 - BOARD DIRECTED Karen to issue violation for catering RV if left in driveway overnight; they also directed her to focus on businesses from large vehicles and activity top of bottom as we move forward
- *Graffiti*. ACC asked Susan to ask Board of Directors if a reward can be offered to locate the artist. Part-time staff member made rounds over Labor Day weekend (Fri-Sat-Sun) from 10 pm to Midnight of Tract F and Central Park. No further graffiti has been seen
- *Nextdoor.com* is a private social network for our neighborhood. Nextdoor is an excellent way to collaborate with neighbors and stay informed about what's going on in a neighborhood—whether it's finding a last-minute babysitter or hearing about a car break-in. It's an easy way to connect with neighbors and 130+ Bayshore residents are currently using this site. You have to prove you live at an address when you sign up.

- *Twenty flats of flowers* will be donated by King Career Center next spring. Karen L. will contact Adam, a student of King Career Center, to order.
- *Portion of Southport greenbelt* bordering Bayshore Drive not being mowed. Karen L. will investigate the eyesore
- *Gage Tree Service* offering stump grinding for \$100
- *Branch removal*. TL Stanbro agreed to remove downed branches from windstorm for a neighbor whose husband is deployed
- *TL grateful* to Eagle Scouts for building and donating the benches located around the pond

FACILITY REPORTS

Bayshore Owners Association Operations

Susan Jensen, MPA, General Manager
 susan@bayshore.club 907.522.4909
 September 20, 2016

Collections Update of Note

- Elkins home sold in foreclosure sale. We initiated a lawsuit worked in collaboration with former owner who also had interest to gain foreclosure and collect attorney fees plus outstanding association dues. We received payment of \$11,856.52. New owner is working to evict former owner.
- We received *default judgment* against a neighbor whose home was foreclosed by bank a few years back. The neighbors still owe money and we will collect about \$2,200 for old dues and another approx. \$2,000 for attorney fees. We confirmed location of bank account; however, a bank sweep brought in no funds due to low amounts in the accounts. We will work to secure funds from PFDs.

Man with Gun Follow-up

Early on Memorial Day, May 31, 2016, a young man was seen walking through the neighborhood with what appeared to be an assault rifle. Neighbors identified the man, who was living with his parents in Bayshore. His parole officer was notified; he was taken into custody; and the gun turned out to be an air-soft. He is tentatively scheduled to be released in mid-October. I spoke with his father who let me know that upon release his son will live elsewhere than Bayshore.

Fall Dumpster

The dumpster scheduled for fall was cancelled after a discussion among the Board of Directors and General Manager. Information to Board from Susan included comparative cost of spring dumpster which is a long-standing tradition and the fall dumpster which was a very new addition:

2013 SPRING: Shred \$232 and Dumpster \$2,389	2013 FALL: NONE
2014 SPRING: Shred \$120 and Dumpster \$2,292	2014 FALL: Dumpster \$1,592
2015 SPRING: Shred \$120 and Dumpster \$3,163	2015 FALL: Dumpster \$1,410
2016 SPRING: Shred \$240 and Dumpster \$4,487	2015 FALL: unknown

A few neighbors called to discuss why the dumpster was cancelled. Susan Jensen relayed the following in explanation:

The spring dumpster has been around long before I started working at Bayshore 11 years ago. The Board approved a fall dumpster for the first time a few years ago and it was here for two fall sessions. I recently made the Board aware that we far surpassed our \$4,000 budget for 2016 with the spring dumpster. We had a huge participation. Also, for the first

time we had people checking to ensure that people using the dumpster were from the neighborhood and were not contractors or outsiders (there were some making attempts). Sometimes when we have a shortfall on the budget, the Board would allow an extra expense. Unfortunately, money is very tight this fall. There are a few reasons for that.

One is that summer traditionally brings a low cash flow. Another is dues income. It has been three years since an increase. And that increase of \$15 goes straight into savings for big planned projects. None of that money supplements the operating budget. It has been seven years since new money came into operations, of which the dumpsters are one of those items. At the same time, expenses have gone up regularly despite a relatively flat economy. The Board is reluctant to raise dues and asks us at the association office to keep expenses to a minimum which we do to the best of our ability. With that in mind, there is a small participation in homes participating in the fall yard sale compared to spring and a greater need for a dumpster in the spring. The fall yard sale itself is not expensive to hold, but the dumpster has unpredictable costs based on participation. After review, the Board pulled the plug on the fall dumpster citing financial fiduciary responsibility.

I advised the Board last winter that we would have virtually no money for capital projects for 2016 that did not come directly out of capital projects savings. Typically, we spend about \$40,000 out of current year checking/income for new projects, but it was not possible this year due to the reasons in the previous paragraph. I will be working with the board this fall on a new 2017 budget. I know this email is rather long, but the topic is not a simple one. I welcome the opportunity to engage homeowners such as yourself in talking about Bayshore finance and what they are looking for in what they expect from the Board and from the office. Please do let me know if you have further questions or comments as I will apprise the Board of homeowner comments regarding the fall dumpster and other topics.

Three comments from neighbors about cancellation of dumpster:

- 1) *Nuts!*
- 2) *I demolished my kitchen in anticipation of the dumpster being here. It's all going to be in my driveway until I figure out what to do with it. (Note from Susan: I made an offer to help)*
- 3) *Hi Susan. When was the decision made then communicated to the owners. It's first heard of it. After 21 years. We really plan on these events and to just decide to stop. Seems. Wrong. Who made decision and are there any other projects that are over budget that were cancelled or just funded. There are a lot of frustrated Homeowners on this. I hope it was well thought out. I can't imagine the fall dumpster cost is a huge draw on the Bayshore balance sheet. Appreciate your time.*

Shredding Bins

We had a large participation in the spring with the shredding bins needing to be dumped out after two days and then filling up in the next two days. This fall, however, there was very little participation. This will be noted for future planning. Cost was \$120.

Graffiti in Tract F

Sometime Friday evening or early Saturday (Aug 26 or 27) someone did extensive damage to new pathway with graffiti. A homeowner out walking Friday evening observed a large party of about 10

teenage girls, perhaps 14ish in age, along with a younger boy who were in the area Friday evening and who said they were "doing a project." He did not see them doing anything but noted their presence there.

Neighbors were asked in a news email if they were aware of a sleepover and asked if they were out walking that Friday night. The paints used were spray-on metallic pastel colors that look like chalk. The images below show a work glove near the yellow arrow for size comparison. The painted images are very large. You can see a parked jeep in the background of one graffiti vandalism that is about 20 feet long by six feet wide. A police report was filed. See photos.



Graffiti images vandalizing new pathway in Tract F between Bayshore Elementary and Sleeping Lady Lane. Metallic paint was used. Group of teen girls and a younger boy were seen in area near time of incidence.



Bayshore Owner Association Maintenance Report

Jeff Johnson, Maintenance Supervisor
jeff@bayshoreclub.org 907.522.4914
September 20, 2016

Pathway on Tract F

The pathway was completed by GMG General and inspected by me. Graffiti showed up with metallic paints. I painted over it with asphalt paint and am ready to do again if needed. Leif with GMG suggested using seal coat next spring when it is warm enough to apply.

Boardwalk Board Replacement

Boards continue to be replaced by me as they wear out. Dave Streit will talk with Eagle Scout candidate(s) this fall about doing work on boardwalk as part of a project.

Volleyball Net

The professional net was up for about 10 days prior to being removed from park the day before big activities on the weekend of annual Fall Yard Sale and Trick or Treat in the Heat.

Pool Violation

Board President Michael Stahl is working on getting a waiver regarding the violation issued Fall 2015. A pool inspector came by in August and said they would return but have not so far. It was a different inspector than we had last year. She left no report for us so we assume she will be back. They post results online. Michael and I plan to get together after he returns from vacation.

Lift for Stairs

We have been seeking bids from Anchorage companies that offer sale and installation of stair lifts. The bid is to install from top to bottom with key (must use or remote so that no one can use it without; i.e. no kids playing around). This is the full cost with installation.

- Alaska Stairlift gave a bid to install a stair lift. The bid is to install from top to bottom with key (must use or remote so that no one can use it without; i.e. no kids playing around). This is the full cost with installation.
- Accessible Homes sent their plan to MOA for review to ensure they can install. They sent over a copy for our review prior to approval by MOA.
- Alaska Mobility in Palmer: Susan and I have contacted through voice and email three times with no response. A call to Alaska Medical Supply recommended Alaska Stairlift and said they are the only company they are aware of. They are unfamiliar with Accessible Homes.

Motion: To accept the bid from Alaska Stairlift to install a stair lift as soon as possible; funding to come from capital improvement savings account.

By: Brian Collier

Second: none

Vote: none

Discussion of the matter by board included getting an additional bid(s) from Seattle to compare costs. The matter will be taken up during 2017 budget review in November and December.

Bayshore Early Learning Center
Lauren Dowd, Administrator
lauren@bayshorekids.com 907.522.4907

Enrollment

Full-Day Preschool Program (Dragonflies Age 3-4)

The Preschool Dragonfly classroom currently has 7 of 10 students enrolled.

Full-Day Pre-Kindergarten program (Grasshoppers Ages 4-5)

The Pre-Kindergarten Grasshopper classroom currently has 15 of 20 students enrolled.

Before-After Program (Butterflies Grades K-1)

The Before-After Care currently has 7 of 10 students enrolled.

Three registration packets are currently out with new parents about to enroll children for October.

Program updates

Staff Update

We are fully staffed and I (Lauren Dowd, Administrator) could not ask for a better staff; they are absolutely amazing. Three of our teachers are just received their lifeguard certification so they can act as lifeguards during our bi-monthly preschool swim. The children are looking forward to the swim and it is a popular feature for parents.

Program Update

Lauren submitted the annual paperwork for continued NAEYC Accreditation (National Association for the Education of Young Children) renewal last June and it has been approved. The center is up for full re-accreditation in 2017 so Lauren has almost finished the paperwork due at the end of the month, for NAEYC's visit sometime over the next six months.

Bayshore Clubhouse Event Report

Glenn Hagberg, Event Manager
glenn@bayshore.club | 907.522.4910
September 20, 2016

Trick or Treat in the Heat

You could have called it Trick or Treat in the Sideways Rain and Hurricane-force Winds. In spite of the less-than-favorable conditions, costumed kids and their parents braved the elements and traipsed along the route collecting candy during this annual charity fundraiser. The Bayshore Clubhouse was the main location for neighborhood participants to purchase the wristbands enabling the kids to gather their sweet treats. More than \$2,800 worth of wristbands was sold at the Clubhouse. Along the circuitous route along Amber Bay Loop, Admiralty Bay Drive, Perenosa Bay Drive, Hazen Lane and Circle, Hooper Circle, and Kvichak Circle, there were only 15 homes that did not participate in the candy giveaway, according to organizers.

Bayshore Yard Sale

Saturday, September 10 saw many shoppers come through Bayshore looking for that great deal, fabulous find or unidentified treasure. Maps identifying participating homes were handed out by the reader board starting at 7:30 a.m. One homeowner reported that he was very happy with the

turnout as he pocketed more than \$500 by unloading all manner of clutter, toys, and other household items.

Bayshore Buzz

The latest Bayshore Buzz newsletter hit mailboxes recently. Following board approval, advertisements were included to help defray costs of the publication. Businesses advertising included law firm Foley, Foley and Pearson who will be presenting an Estate Planning Workshop in late September at the Clubhouse; Alaska Green Building Maintenance promoting their snow removal services; Elegante Light Photography offering fall photos in September to neighbors using the Clubhouse as their indoor and outdoor shoot locations; and Service Business Printing with a trade-out of printing services in exchange for ad placement. The next issue is scheduled to be published and delivered by December first.

Fall Wedding Show



We are gearing up for the 15th Annual Fall Wedding Show at the Alaska Native Heritage Center on Sunday, October 2 from noon to 5:00 p.m.

Of the 41 vendors signed up to be in this show, Bayshore Clubhouse is one of six vendors offering facility rentals. Three facilities are in the same category as Bayshore, that is to say they allow renters to bring in their own food and alcohol, linens, and tableware. They also set up the venues themselves. Three others are more full service and require renters to purchase their catering

and alcoholic beverages from them. Of the three vendors that are in the same category as Bayshore, we are the only ones that include after-event clean-up; a huge selling point in our favor.

OLD BUSINESS

Action item spreadsheet from August Board meeting reviewed. The Board renewed its interest in getting a later pick-up time for the dumpster located at the clubhouse. It is very loud when picked up very early (before 6:00 a.m.).

NEW BUSINESS

Safety in the neighborhood. Very recent reports include large graffiti vandalism on new pathway in Tract F; on Sleeping Lady Lane an owner's car window was smashed to gain his wallet and a camera removed that was hanging outside his home; On Amber Bay Circle a car and truck were gone through; and at Central Park a man with backpack hanging out with no kids and would not identify address. Suggestions include 1) renewing a neighborhood watch; 2) posting on Nextdoor.com; 3) invite officials and/or candidates to come to neighborhood to talk with us about crime issues.

Bayshore Lake. Board member Kari Miles may seek information from Corps of Engineers to see if someone would like to use the pond as a mitigation of wetlands.

MEETING ADJOURNED at 9:35 p.m.

Respectfully Submitted,

Dave Streit, Secretary