

BAYSHORE SKI & RACQUET CLUB
HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING-OPEN SESSION
August 15, 2020

DIRECTORS PRESENT: Ron Zurek (President), Solomiya Pyatkovska (Vice-President/Treasurer), Keith Downs (Vice-President/Secretary), Shelley Silver (Vice-President/Director at Large) and Steve Bandich (Vice-President/Director at Large)

DIRECTORS ABSENT: None – Note: Director Keith Downs joined the meeting late at 11:50 a.m.

HOMEOWNERS PRESENT: Volodymyr Pyatkovska, Mark McLaughlin, Cheryl Gaines

PROPERTY MANAGERS: Mindy Vermilion, Email: bayshoreskihoa@gmail.com, Tel: (818) 489-4511, Fax: (909) 866-4074, Mailing address: PO Box 1224, Big Bear Lake, CA 92315.

- I. **Call to Order:** Ron Zurek called the open session meeting of the Bayshore Ski & Racquet Club Homeowners Association to order at 10:02 a.m., Saturday August 15, 2020 via Zoom video / telephone conference call.
- II. **Welcome and Introductions:** All in attendance were self-introduced and welcomed.
- III. **Approval of Minutes of the July 18, 2020 Meeting:** Motion to approve the minutes as presented made by Steve Bandich, second by Shelley Silver. Vote: 4-0, approved.
- IV. **Manager's Report:** Report submitted and read by Mindy Vermilion. Copy of the Manager's Report is available to all Homeowners by request. Please contact Mindy Vermilion for a copy. Highlights of the Manager's Report are:

4/28/18	Roof rafters-All lower rafter beams are complete. Upper story rafter beams are currently being addressed.	
	6/23/18: Other higher priority projects are underway. Rafters will be addressed again as time allows.	
	10/19/19: Due to other higher priority projects this year, roof rafter beams will be deferred to 2020.	
	1/18/2020: Due to Worker's Compensation limits, lack of safety equipment and limited maintenance staff, this project is on hold indefinitely. Mindy Vermilion to bring a bid from a licensed contractor for Board consideration.	
	6/20/20: Bid from John Pfifer, licensed general contractor to be discussed later in the meeting.	
	7/18: Projects scheduled to begin the week of August 3 rd . Homeowners will be notified.	
	8/15: Projects scheduled to begin approx. the week of August 31 st	Pending
7/20/19	Paint bids: Mindy Vermilion to bring bids from painting contractors to the August meeting for discussion.	
	8/17: Three paint bids provided for Board review and discussion in the Executive Session.	
	9/28: Painting deferred to 2020 due to budget constraints	
	6/20/20: Paint bids to be discussed later in the meeting.	
	7/18: Painting project scheduled to begin the week of August 3 rd . Homeowners will be notified.	
	8/15: Project underway; Homeowners notified	Underway
1/22/2020	Drainage issues reported in the southwest area of the parking lot. Mindy Vermilion is taking photos to discuss with IPS Paving before the slurry.	Open – To be addressed as weather allows

4/18/2020	Pools/Spas CLOSED – Reopening and startup for the summer season pending approval by the San Bernardino County Health Department due to COVID-19.	
	5/16: Per discussion with the Board, the pools/spas/tennis courts will remain CLOSED pending approval and guidelines to open by the San Bernardino County Health Department.	
	6/20: Reopening guidelines and plan to reopen to be discussed later in the meeting.	
	7/18: COVID-19 Pool rules, disinfection schedule and modified hours of operation approved by the Board in an emergency executive session on 6/27/20. Guidelines and rules posted at both pool locations.	
	8/15: Pools remain open – Approximate shut down date end of September to mid – October, weather permitting.	Open
5/16	Per correspondence with IPS Paving, the parking lot slurry is tentatively scheduled for June. Homeowners and tenants will be notified accordingly.	
	6/20: 90% of the parking lot slurry was completed on 6/10. Broken water lines repaired by DWP at the south entrance was completed on 6/11 and slurry of the remaining area will be scheduled ASAP.	
	7/18: Remaining portion of slurry coat scheduled for July 30 th . Homeowners will be notified.	
	8/15: Project completed on July 30 th .	Complete

V. Landscaping Report: No report given; See Manager’s Report.

(A.) Requests:

1. – 749-A: Request to replace plants that died in front and side of building 681, as well as an area in front of 749-A. Discussion held; Mindy Vermilion will bring price for replacements and landscape budget total YTD for consideration at the September meeting.

2. – 781-D: Request to repair the wood border around the flower bed in the rear of building 781. Discussion held; Item to be added to Arturo’s to-do list.

3. – 699-B: Request to remove tree stump off the back deck as it is a tripping hazard. Bid from Bear Valley Tree Care Service to remove - \$100.00. Discussion held; Request approved, Mindy Vermilion to schedule.

VI. Architectural & Property Report:

(A.) Requests: None.

(B.) Violations / Notices:

(1.) Small list of notices sent to Homeowners for back deck repairs and paint. Due date for compliance – August 31st. At the time of the meeting two of five decks are complete, one is underway, one has an extension through October 31, 2020.

VII. Treasurer’s Report: Report submitted & read by Solomiya Pyatkovska. Discussion held; Report on file with Manager Mindy Vermilion and available to Homeowners upon request.

VIII. Old Business:

(A.) Wells Fargo Accounts Opening: Accounts have been opened, checks have been ordered. Pending funds being transferred and Union Bank accounts to be closed.

(B.) Projects and Expenses 2020: Budgets for Reserve and Operating projects updated and provided for Board review. Most of the operating projects have come in under budget so far. Expenditures will continue to be closely reviewed and the budgets will be updated.

1. – Painting: Project began 8/3; Buildings 749 and 755 complete. Building 737 began 8/10;

Building 699 tentatively scheduled to begin 8/24.

2. – Roofs: Project scheduled to begin with Building 755 the week of 8/24 and will take approximately three weeks to complete. Homeowners have been notified. Schedule for Buildings 699 and 767 TBD.

3. – Woodpecker and Roof Rafter Beam Repairs: Project scheduled to begin the week of August 31st. Homeowners have been notified.

IX. New Business:

(A.) Contracts & Proposals: None.

(B.) Wheeler Steffen Property Management – Q & A with Owner Paul Steffen: Discussion held regarding monthly payments processing, late fees and online payment portal.

Late Fees & Checks Processing: In summary, when checks arrive at the Wheeler Steffen office, the envelopes are stamped on the date the payment is received. The processing of checks will be much faster now that accounts have been opened with Wells Fargo – the Receivables department has desktop scanners and payments will be processed the day they arrive in the office for immediate deposit into the HOA account.

Online Payment Portal: This service will now be available to all Owners for a \$5.00 fee payable by the Homeowner. Owners will be able to see account balance, make payments, etc. Information to set up a payment portal will be provided to Mindy Vermilion by Wheeler Steffen Property Management for distribution to the community.

(C.) Budget Committee – Volunteers for 2021 Budget Committee Requested: Discussion held; Treasurer Solomiya Pyatkovska to be committee chairperson, Mindy Vermilion and Keith Downs volunteer to participate in the committee. Draft budget for review and discussion will be provided for the September meeting for final draft and approval in October.

(D.) Homeowner Agenda Items Requested for Discussion:

1. – Sell HOA-owned Condo Unit 749-C: Discussion held; The rental income currently earned by the unit helps reduce the dues by \$25.86/month. Ron Zurek states that if the unit were to be sold, the monthly increase of dues would be \$11.97 per unit. This calculates at the loss of \$1,500 per month in rent, gain of \$209 per month by not paying real estate taxes on the property, however, additional dues income of \$495.00 per month would be collected for that unit. The Board of Directors views the unit as an emergency fund, a built-in Reserve.

2. – Change Exterior Paint Colors: Mark McLaughlin is requesting an analysis how a lighter color on the exterior would reduce heat inside the unit. Discussion held; no action taken.

3. – Allow A/C Unit to be Installed: Discussion held; the Board recommends any owners who have an issue with the heat look into an evaporative cooling unit that is self-contained and does not require venting.

(E.) Common Area Repair Responsibility – Homeowner or HOA?: Discussion held regarding shared platforms and steps between back decks. Motion to approve steps shared jointly between two unit's back decks are the Association's responsibility to repair and maintain as it is considered Common Area per the CC & R's 1.10. Motion made by Shelley Silver, second by Keith Downs. Vote: 3-0-2. Steve Bandich and Solomiya Pyatkovska abstain.

(F.) Short-Term Rentals:

1. – Revision to CC & R's Not Allowing Rentals Less Than Two Weeks: Discussion held; Any revision to the CC & R's requires a 75% approval by the community. Due to the number of short-term rental units in the complex, it is anticipated approval would not be achieved; No action taken.

2. – Follow Up Regarding Violations – Fines, Fees, Reporting to City of Big Bear Lake Code Compliance: Discussion held; Owners are strongly encouraged to call Code Compliance with noise, occupancy and other violations. Call: (909) 866-CODE (2633). Ad Hoc Committee will meet to discuss a Fines and Fees Schedule to be provided to the Community at a future date.

X. Emergency Items Not on the Agenda:

(A.) Approve \$75,000 ACH transfer from Union Bank to Wells Fargo Reserve Account: Motion to approve Wheeler Steffen Property Management to make an ACH transfer in the amount of \$75,000.00 from the Union Bank Reserve account to the Wells Fargo Reserve account made by Shelley Silver, second by Steve Bandich. Vote: 5-0, approved.

XI. Homeowner's Presentations and Comments: *(Agenda Policy SB 528 - Open Meeting Act - The Board is no longer able to discuss or take action on any item that is not on the scheduled Agenda. The Board requests that any owner that would like a matter placed on the Agenda for review that you provide your request in writing to the management company at least ten (10) days prior to the meeting.)*

XII. Property and Association Issues Not On Agenda (In Executive Session Book):

(A.) **Correspondence:** None

(B.) **Legislation:** None

XIII. Next Meeting of Board of Directors: 10:00 a.m., September 19, 2020. Location: Due to COVID-19 restrictions, monthly HOA meetings will be held via video / telephone conference call. Homeowners will be notified of instructions to join the monthly meetings. **Homeowners are encouraged to attend.**

For the most up-to-date meeting and Association information, please refer to the community bulletin board (located next to the center trash enclosure) or the Association website: www.bayshorehoa.org

XIV. Motion to Adjourn: Motion to adjourn the Open Session at 12:32 p.m. made by Shelley Silver, second by Keith Downs. Vote: 5-0, adjourned.

Respectfully submitted by:

Mindy Vermilion, Recording Secretary

Keith Downs, Association Secretary