

**BAYSHORE OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
January 15, 2019**

BOARD MEMBERS PRESENT

Michael Stahl, President
Kari Miles, Vice President
Dave Streit, Secretary
Wallace Swanson, Treasurer
Brian Collier, Director
Doug Lipinski, Director

BOARD MEMBERS ABSENT

Doug Steffan, Director

STAFF PRESENT

Susan Jensen, General Manager
Jeff Johnson, Maintenance Supervisor
John Gill, Staff
Glenn Hagberg, Event Manager

HOMEOWNERS/RESIDENTS PRESENT

Sharon and Jim Drake
Robert Lloyd
LC & Jana Smette
Jennifer Wages

ROLL CALL/DETERMINATION OF A QUORUM

Michael Stahl, President, called the meeting to order at 7:02 p.m. A quorum of at least four board members was present.

ADOPTION OF THE MINUTES

Motion: To adopt the minutes of November 20, 2018 with minor change
By: Kari Miles
Second: Dave Streit
Vote: Motion passed

TREASURER'S REPORT

No report. Darcey Carney, with Carney Consultants, will be on hand in February with 2018 year-end annual compilation.

Financial documents are on file at the Association office and owners are welcome to make an appointment with the General Manager to review and discuss.

HOMEOWNER/GUEST COMMENTS

Robert Lloyd: Mr. Lloyd spoke about the need to have someone engaged in the Bayshore-Klatt Community Council on a regular basis. A general discussion ensued about being involved in BKCC. The meetings for January through May are scheduled to take place at Bayshore Clubhouse instead of at Klatt Elementary. Very few Bayshore owners participate. The office staff at Bayshore will work to encourage more involvement by our neighbors. Mr. Lloyd thought perhaps someone from our association could be chosen at our annual meeting to represent Bayshore on BKCC and report back to the Bayshore Board of Directors. This idea was welcomed by all.

Mr. Lloyd reported on items discussed at the last BKCC meeting: 1) There was concern about the large number of alcohol permits near Klatt and Old Seward, about nine. Several are up for renewal; and 2) Ensuring lighting is added to new section of 100th between Minnesota and C Street. It is slated for lighting, but with the earthquake on November 30, there was concern this would be overlooked.

Dave Streit: Discussed neighbors parking in the middle of cul-de-sacs and how that is not allowed by the Muni and that it can hinder emergency vehicles. He also discussed the large piles of snow in the cul-de-sacs and some information he learned. A snow plow operator informed Mr. Streit that there is no budget to remove snow piles from cul-de-sacs, but that private citizens can call the Fire Department if they have a concern. If the Fire Department determines that there is not enough access for an emergency vehicle, they will order the cul-de-sac cleared. This is good information to know. A few reminders regarding no parking in cul-de-sacs will be added to the Community Sign.

LC Smette: Three items to discuss. Mr. Smette wondered why bank statements from Denali FCU say joint account with Susan Jensen (our general manager). No one had answer so this will be looked into. It could just be how they address it. Susan is one of the signers on the account, but represents the Association, who is the account owner.

Mr. Smette renewed a request for a comfortable chair to be placed in the upper and lower lobby so owners can enjoy the space in comfort. Earlier this winter our old aging chairs were replaced with large, deep-set chairs that can be difficult to sit up in with comfort. They are styled more for lounging back. Susan Jensen will be looking into obtaining two chairs each for upper and lower lobby.

A special compliment was given for New Year’s Eve party. Mr. Smette and family had a wonderful time and gave kudos to staff for putting on an excellent event.

COMMITTEE REPORTS

Architectural Control Committee

Karen Leszczak, ACC Inspector

January 15, 2019

ACC Business

A meeting of the Architectural Control Committee was held on January 8, 2019. Most of the members were unable to attend; however, Karen and member Jennifer Wages discussed the ongoing project of rewriting the Community Guidelines. Jennifer offered to help with the rewrite as she has technical writing experience. A draft should be ready for review later this spring.

Last summer, member of the committee conducted an inspection of the neighborhood. They were looking especially for large items needing repair such as driveways, roofs, painting, etc. After doing a subsequent inspection this fall, Karen sent 43 letters to neighbors. These letters were to let neighbors know that we hope they will schedule these projects ideally for completion in by fall 2019. If not, we have a record to move forward with in the following year.

53 Projects Approved / 0 Denied for FY 2018

<u>Breakdown is as follows:</u>		Gutters	4
Addition	1	Lawn	1
Deck	3	Other	2
Denied	0		
Door	2	Paint	9
Driveway	6	Roof	3
Fence	4	Shed	1

Siding	1	<u>Windows</u>	<u>4</u>
Tree	11	YTD Projects Requested	53
Walkway	1		

176 Violations and Complaints for FY 2018

Breakdown is as follows:

Animal	5	No Approval	3
Antenna	1	Noise	0
BB Hoop	8	Other	3
Crime	3	Paint	17
Driveway	19	Parking	30
Fence	9	Roof	2
Flags	0	Signs	5
Front Door	2	Snow Removal	1
Garage Door	0	Stored Items	57
Greenbelt	1	Tree Stumps	2
Lawn	5	<u>Vehicle</u>	<u>3</u>
Mailbox	0	YTD Violations & Complaints	176

Requests for resale certificates

January to December 2017	25
January to December 2018	30

FACILITY REPORTS

Bayshore Owner Association Maintenance Report

Jeff Johnson, Maintenance Supervisor
January 15, 2019

Dec 2018 Completed Project

DOORS:

Five doors were replaced in the lower level in 2017.

Update: An additional swap out men’s and women’s storage locker doors and lifeguard /toy room door has been completed. The lifeguard door had significant failure around trim area along with chipped tiles, rotted wood, rotted sheetrock, and rust. All the new doors have life very long-life expectancies. They are made of a fiberglass reinforced product. The old doors to be replaced were at least 44 years old.

Funds were approved in June for \$10,308. An additional cost of \$225 each for the two locker room doors so they will have louvers to keep air flowing through easily, especially since they remain closed almost 100% of the time. The third door already had louvers included. Funds of \$10,758 came from Board Designated Dues Savings at Alaska USA in December 2018.

2019 Projects in Progress

TOY/LIFEVEST ROOM: I met with Board Member Doug Lipinski in 2018 to look at the toy and life vest room in the pool area to talk about making repairs due to excessive water in the room. Four contractors gave estimates for repairs including drywall, painting, and redoing concrete floor so that it all slopes towards the drain that is in the back of the room.

Update: On November 20, 2018, the Board approved an estimate by *Repair as Needed LLC* for \$6,900 to make modifications to the toy/life vest room in the pool area. Funds to come from Board Designated Dues Savings at Alaska USA. They are slated to begin work in late January.

Staff member John Gill and I have begun work to expand area of closet by closing in the alcove in the lower lobby. One of the walls will be inspected prior to removal to ensure there is no load bearing issue. The project may include some light electrical. Carpentry and drywall will be mainly in-house. A small portion of work will involve a plumber that includes a drain pipe change. The benefit is that the closet will have more room, increase air flow and stop the bottleneck at the entrance.

Initial demo work by in-house staff has shown significant mold under the surface including the back side of sheetrock. There were also rotted wood boards. Sheetrock continues to be removed. There is a plate that rests on the ground that studs anchor into. Some of these studs will be removed because they have dry rot.

WATER HAMMER ARRESTORS: Bayshore Early Learning Center reported a very loud hammering noise occurring every time the men's toilets were flushed. Ameresco came out to inspect. They installed water hammer arrestors in late October that should have prevented the pipes from hammering the walls. The project cost \$1,427 and was paid with funds from Operations Budget.

Unfortunately, the repair did not relieve the sound and the company continues to recommend installing a water pressure reduction valve.

Possible or Proposed near future projects

WATER PRESSURE ISSUE: When Ameresco came to look into the water hammer problem, they noticed that the building's water pressure was above recommended levels. They wondered if anything had changed recently that might have affected the pressure. After discussing with Susan Jensen, Bayshore General Manager, we figured out that it must be the major work done by AWWU a few years ago to improve fresh water main lines throughout the neighborhood. It makes sense that this would increase water pressure as the old underground lines were riddled with leaks.

AWWU was skeptical that their work increased water pressure to the building and we have no evidence since no test was done prior to their install. At the Board's request from October, I asked AWWU if they can turn down the pressure to our area. They stated that is not possible, that the pressure all over the city is what it is and there is no way to reduce to specific areas.

Problems caused by high water pressure:

Continuous water flow at excessive pressure can critically erode pipes and other plumbing fixtures in short time, and ruin the life expectancy and performance of sinks, faucets, washing machines and toilets. Overly pressurized water often causes plumbing fixtures to leak, as stoppers within these fixtures will not be able to stop water from forcing its way through.

Additionally, high water pressure contributes to what is known as the “water hammer” effect. When you shut off water fixtures with regular psi flow, internal air chambers effectively protect your pipes when running water stops.

Overly-pressurized water flow, however, negates the effects of these chambers when water is suddenly stopped, resulting in a “hammer” effect that can damage critical pipe joints, valves and fixture heads. While these damages can be repaired by trained plumbing experts, it’s better to avoid them altogether by monitoring water pressure and consumption.

(from <https://www.expresssewer.com/blog/bid/361187/can-high-water-pressure-damage-pipes>)

Right now, we have no way to regulate the pressure at the source. Ameresco highly recommends installation of a pressure regulator.

Update: On November 20, the Board of Directors recommended that we obtain one or two more estimates including one from Denali HVAC. When I contact Denali HVAC, they declined to come out citing they are back-logged for quite some time. KLEBS Mechanical and Central Plumbing are slated to come out this week.

LIGHTING FOR COMMUNITY SIGN: We are looking into possibility of providing electric to area and include a light to shine on the sign. Alternatively, we could put reflective letters that light up with headlights. A roof has been added over the top of the sign in anticipation of adding lighting.

POND AREA LIGHTING: The pond area lighting has failed and now has only one out of eight lighting still working. This area can be quite dark in the winter. The Board is looking at lighting ideas and costs. This will be a large project with funds coming from Capital Projects. In July, I met with Board Member Wally Swanson and Meg Girard in July. Mr. Girard is an electrical engineer. We walked around the Boardwalk and discussed lighting possibilities. This project is underway with Board of Directors in the lead.

CLUBHOUSE FRONT AREA: Project to include lighting to building exterior and parking area, front of building fascia, concrete stairs, entryway, parking lot surface, dumpster enclosure and landscape of island.

Recent work

The men’s sauna heater completely was rebuilt by Mag Electric. All three of electrical elements were replaced along with the wiring harness. The elements were \$120 each. I ordered two sets of three elements so that we will have some on hand, because they go bad on a regular basis. The women’s sauna needs replacing about once a year and men’s sauna about every six months.

The men’s sauna heater electrical junction box was also repaired. It was undersize and after a failure was replaced by Mag Electric. The new box is of adequate size and is also water resistance.

Bayshore Early Learning Center

Lauren Dowd, Administrator

January 15, 2019

Enrollment

Full-Day Preschool Program (Dragonflies Age 3-4): 10 of 10 students enrolled. We are full.

Full-Day Pre-Kindergarten program (Grasshoppers Ages 4-5): 18 of 18 students enrolled. We are full.

Before-After Program (Butterflies Grades K-1): 12 of 12 students enrolled. We are full.

Staff Update

We currently have a full staff and it has been great!

Program Update

The staff is preparing for our annual conference with the AAEC (Anchorage Association for the Education of Young Children) the first week of February. We are so excited to be able to attend and learn about new things to bring back to our school!

Bayshore Clubhouse Event Report

Glenn Hagberg, Event Manager

January 15, 2019

Events

We continue to book events in 2019. We currently have two weekend dates available in June 2019; one is a Friday and one is a Sunday. The remainder of the weekend dates are booked. July is also looking good. August needs some help, though. In fact, September has more bookings than August at this point. All things are set to change as we attend the Anchorage Wedding Fair on Sunday, January 20 at the Dena'ina Center.

	Non-owner events	Owner large	Owner small	In-House Association
December 2017	5	1	16	3
December 2018	12	2	18	4

There were many walk-throughs/tours/site inspections, rehearsals, mock set-ups, A/V testings, follow-up meetings and more throughout each week that are not included in the above numbers.

December 2018 was extremely busy compared with December 2017. We had more than double the number of paying events and an increase in the number homeowner and in-house association events. January 2019 has five paying events including weddings and a celebration of life as compared with just two paying events in January 2018.

New Year's Eve Party

The Bayshore New Year's Eve Party was a huge success. Even though our capacity in the Chalet Room is 150 guests, we received 192 RSVPs from the neighborhood with more than half of those adults. This is turning into the hot ticket event of the year. With help from our vendors, we put on an incredible event at a very reasonable cost.

Bayshore Klatt Community Council Meetings

The Bayshore Klatt Community Council Meetings are now being held at Bayshore Clubhouse. In the past, they would switch between Klatt Elementary and the Clubhouse. The Anchorage School

District is reportedly difficult to work with and the BKCC meetings are getting bumped more and more frequently. So, for consistency sake and to make it ever so easy for Bayshore neighbors to attend, they are being held at Bayshore for the foreseeable future. The downside is that out of 10-20 attendees, zero to 3 Bayshore neighbors attend. It would be nice to see more participation from Bayshore at these meetings.

Anchorage Wedding Fair

We are gearing up for the Anchorage Wedding Fair held at the Dena'ina Center on Sunday, January 20. It will be a very busy show as this is the largest bridal fair in the state. We just dropped off 500 rack cards to be inserted into every welcome bag given to brides who attend the show. We expect to book more business and to get brides to set up appointments for tours of the Clubhouse in the week following the show. We are getting requests for 2020 dates already and expect to be asked about availabilities further out on the calendar.

OLD BUSINESS

Pond Lighting. No update

2019 Operations Budget. Two budget workshops were held in late 2018 to review and revise proposed operations budget for 2019.

Motion: To adopt 2019 Operations Budget
By: Wally Swanson
Second: Doug Lipinski
Vote: Motion passed

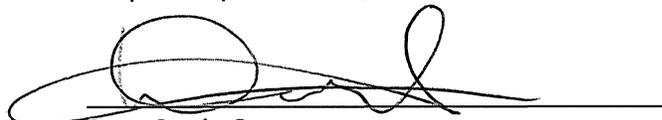
AT&T Cell Sites in Bayshore. AT&T replaced two existing light poles to attach a small wireless facility. The poles are located at the corner of Perenosa Bay Circle & Amber Bay Loop and on Alitak Bay Circle. The poles will be 'live' as of late January and will improve service for AT&T wireless customers.

NEW BUSINESS

Earthquake. The Board requested that General Manager Susan Jensen open a FEMA claim with regard to any damage and costs associated with the November 30, 2018, 7.0 earthquake. To track this a separate 'class' will be added to bookkeeping. Current classes are 1) Homeowner Association and Events; 2) Bayshore Early Learning Center; 3) Board designated dues savings; and 4) Capital projects and large maintenance.

MEETING ADJOURNED at 8:35 p.m. by Michael Stahl, President.

Respectfully Submitted,



Dave Streit, Secretary

Approved on February 19, 2019