

**Bayshore Beach Club, Inc.  
Board of Directors Meeting  
January 20, 2018**

**In attendance:**

Mel Blecher, President	Division 4
Mike McReynolds, Vice President	Division 6
Terry Pina, Director	Division 2
Skip Smith, Director	Division 3
Phillip Arnold, Director	Division 5
Ann Turner, Director	Division 7

**Absent:**

Pat Johnson, Corp. Sec.	Division 1
Michael Bradshaw, Director	Division 3

Board President, Mel Blecher, called the meeting to order at 1:00 pm and verified that a quorum was present. He then announced a slight change in the agenda. Fire Chief Sakaris of the Seal Rock Fire Department was in attendance, and asked to address the Board regarding the issue of street lights. Chief Sakaris would speak first. There would also be a change in the order of Committee Reports given.

Chief Sakaris then addressed the Board and the members present regarding the issue of street lights in Bayshore. He stated that he had received a call asking if response times would be affected if the lights were removed. He informed all present that the answer to that question was "No." He said that what does affect the response times are visible addresses on the homes, as well as clearly visible street signs. The department utilizes GPS and map books, but clearly visible street signs and home addresses are encouraged and are a "nicety," but are not necessary. The Fire Department has a program to supply and install 3' tall posts with addresses, in contrasting colors, for a small fee. Applications for these are available at the Seal Rock Fire Department and on line at their website, for those who are interested.

The Board thanked Chief Sakaris for attending and for his comments.

**APPROVAL OF MINUTES**

President Blecher asked if there were any changes that needed to be made to the minutes of the November meeting. There were none, and the minutes were accepted as submitted.

**MEMBER COMMENTS**

There were no member comments.

**Legend for Motions**

<b>M</b> -Motion	<b>S</b> -Second
<b>P</b> -Passed	<b>F</b> -Failed
<b>W</b> -Withdrawn	<b>A</b> -Amended

## REPORTS

### Financials

The financial reports for November and December 2017 were accepted as submitted. It was noted that the water bill has decreased considerably since the pool closed for the season. President Blecher stated that they are still researching why the bills were so high during the last pool season.

### Facilities Manager Report

Facilities Manager Stuart Fischer reported the following:

- Weather stripping around the west upstairs doors was replaced
- Dining room heaters sanded and painted
- Kitchen detail, all dishes and cabinets cleaned
- Water leak upstairs in the kitchen drain pipe, new pipes installed
- Downstairs ladies' restroom damaged from water leak, rot removed, replaced all lumber, mud, tape. Paint ordered and painting will be done after arrival.
- Inventory completed and turned in

A member then commented on the good job that Stuart has done.

**Planning Committee** (Mary Lou Morris, Co-chair; Norman Fernandes, Co-chair, Pat Johnson; Robin Adcock; Frank Miller)

Committee Co-chair Mary Lou Morris presented.

### STATS 11/14/2017 to 1/15/2018

#### TREES

##### Summary

2 new complaints, met with complainants  
1 personal contact w/complainant and Info Letter  
Email and letter for update  
4 in process  
5 completions

#### VEHICLES

##### Summary

2 new complaints – boats  
1 personal contact re: trailer  
Info letter re: cargo trailer and boat  
4 info letters – boats  
1 NV – boat  
1 NV and email – RV  
7 in process  
6 completions

#### OTHER

##### Summary

5 new complaints – nuisance  
Response letter for unkempt lots  
1 NV for unkempt lot and response

#### Legend for Motions

**M**-Motion      **S**-Second  
**P**-Passed      **F**-Failed  
**W**-Withdrawn   **A**-Amended

- 1 info letter – concrete and trailer
- 2 info letters – nuisance
- 7 in process
- 1 completion

**CONSTRUCTION**

Summary

- 9 new – 4 houses, 1 storage shed, 1 window, 1 fence, 1 deck, 1 repair/replace
- 1 Height Variance approved
- 1 personal contact re: fence
- 1 update letter
- 1 info letter re: propane tank
- 31 in process
- 10 completions – 4 houses, 1 reside/repaint, 1 remodel, 1 repaint, 3 decks, 1 fence, 1 storage shed

**PERMITS**

Summary

- 3 boats approved

Committee Member Frank Miller then addressed the Board concerning recommended changes and revisions to the C&R Violations and Fine System. The Committee is recommending changes in response times to the various written communications that are sent out regarding C&R violations. At present, the response time requested in the communications is 21 days. The Committee recommends changing that to 14 days. President Blecher had a few questions regarding clarification in the written description. The Committee will make the necessary changes to clarify.

Committee Member Frank Miller then submitted the recommended increases to the Fine Schedule, which are as follows:

**C & R Violations Fine Schedule**

<b>Construction Violations</b>	<b>C &amp; R/Guideline Ref</b>	<b>Current Amount</b>	<b>Suggested Revisions</b>
Major construction W/O written approval**	Art 2, Sub 1b	\$1,000	<b>\$2,000</b>
Manufactured home that does not meet Guideline requirements**	Manufactured Homes Guidelines	\$1,000	<b>\$2,000</b>
Minor construction W/O written approval**	Art 2, Sub 1b	\$500	<b>No change</b>
Remodel W/O written approval**	Art 2, Sub 1b	\$500	<b>\$1,000</b>

**Legend for Motions**

- M**-Motion      **S**-Second
- P**-Passed      **F**-Failed
- W**-Withdrawn   **A**-Amended

Exceeding 15 foot height limit W/O approved HVR**	Art 2, Sub 3b	\$1,500	<b>\$2,000</b>
Building into setbacks**	Art 2, Sub 5a, 5b	\$500	<b>\$1,000</b>
Clearing land W/O written approval	Art 2, Sub 2e, 3b,17a	\$1,500	<b>\$2,000</b>
Placing fill material or changing AOG W/O written approval	Art 2, Sub 2b, 3b and	\$5,000	<b>\$7,500</b>
Not replacing ground cover per Guidelines	Art 2, Sub 4a & Sub 17a	\$500	<b>\$1,000</b>
<b>Property Maintenance Violations</b>			
Failing to maintain trees/shrubs at proper height (see note below)	Art 2, Sub 4b	\$100	<b>\$100/tree</b>
Failing to remove noxious plants***	Art 2, Sub 4f	\$100	<b>No change</b>
Failing to landscape or fence above ground septic system	Art 2, Sub 4e	\$100	<b>No change</b>
Failing to landscape or fence around garbage cans or dumpsters	Art 2, Sub 14a	\$100	<b>No change</b>
Failing to landscape or fence propane tank or burn barrels	Art 2, Sub 4c	\$100	<b>No change</b>
Failing to clean up garbage or unsightly refuse	Art 2, Sub 14a	\$100	<b>\$250</b>
Placing commercial signs on property without approval	Art 2, Sub 4g	\$100	<b>No change</b>
Failing to limit vegetation growth, creating an unkempt lot	Art 3, Sub 3	\$100	<b>No change</b>
<b>Property Activity Violations</b>			
Nuisance or noxious activities	Art 2, Sub 8a	\$100	<b>\$500</b>
Level I Noxious Weeds for 3 bushes*** or fewer		\$100	<b>No change</b>
Level II Noxious Weeds for 4-10 bushes		\$200	<b>No change</b>
Level III Noxious Weeds for 11-25 bushes		\$300	<b>No change</b>
Level IV Noxious Weeds for 26 bushes or more		\$400	<b>No change</b>
Placing sand on the right of ways (a person receiving a fine will be given 21 days to appeal to the Board of Directors)	Art 2, Sub 8a	\$2,000	<b>No change</b>

**Legend for Motions**

**M**-Motion      **S**-Second  
**P**-Passed      **F**-Failed  
**W**-Withdrawn   **A**-Amended

Violating pet control restrictions	Art 2, Sub 8a	\$25 per incident	<b>\$50 per incident</b>
Prohibited vehicles	Art 2, Sub 10a, 10b	\$100	<b>\$250</b>

A discussion followed.

**MSP**

Director Smith moved, and it was seconded, to adopt the recommendations as submitted, with the changes regarding clarification of written description discussed. Motion passed unanimously.

Written notification of adopted changes in response time and fine increases will be sent to all members along with the election packets in April. The changes to the C&R Violations and Fine System will be effective beginning May 1, 2018.

The Board thanked the Committee for their hard work.

**Long Range Reserve & Physical Assets Committee** (Terri Pina, Chair; Michael Bradshaw; Mel Blecher)  
No report.

**Safety Committee** (Melissa Chown, Chair; Judith McNeil; Mike McReynolds)  
Committee Chair Melissa Chown presented.

**Bayshore Safety Committee Report January 2018**

**Committee Members:** Melissa Chown - Chair; Judy McNeil; Mike McReynolds

**Recent Meetings:** November 30, December 11, 2017 & January 11, 2018

**Old Business**

**Street lights**

**Committee Observations**

Within Bayshore there is a lot of variation on the amount of street lights in one area compared to another. There are some areas which are very dark with no street lights for many blocks and others with two street lights on the same block. The placement appears arbitrary on many streets.

There are four types of street lights (luminaire 100 watts, luminaire 200 watts, Sentry 1 with 2.5 ft arm or Sentry 2 with a 10 ft arm) with different bulbs (LED and incandescent). Most of the street lights are paid for by Bayshore (see list from PUD), but there are other street lights which are not paid for by Bayshore and must be paid for by the individual home owners.

There are also some homes with bright lights on the home, and this issue is addressed separately below.

Our neighborhood to the north, Sandpiper, does not have any street lights at all. Bayshore and Sandpiper do not have significant differences in crime levels.

**Member comments summarized**

One member contacted the office to ask the Mackey Park lights be turned back on due to concerns of "a late night rendezvous area for couples". All the member comments to the committee preferred less light, but brought up concerns of home lights as well as street lights. The most common complaint regarding the street lights was of particular lights which are close of members and seem bright or otherwise obnoxious to that member, this is related to the seemingly arbitrary placement/activation of the street light in Bayshore and unfairness of this on the surrounding members; this was followed closely by the dark skies argument for less light

**Legend for Motions**

- M**-Motion      **S**-Second
- P**-Passed      **F**-Failed
- W**-Withdrawn   **A**-Amended

pollution in general.

### **PUD information**

We were provided with a list of 53 existing street lights in Bayshore which Bayshore pays for. Monthly cost of \$1042 last month, however PUD rates for street lights went up the first of the year.

If the PUD turns off a street light it will remove the light fixture from the utility pole. If a new light is requested it will not have an additional cost of installation above the regular monthly operational payment. Also, PUD will change the light from one style to another at no additional cost.

### **Studies found**

Committee does not believe that street lights are a personal or household safety issue. Studies found do not show a relationship between street lights and crime in areas like ours. Both Homeland Security and DOJ base their recommendations for residential street lighting on these studies.

Some studies show a positive relationship between street lights and traffic safety at intersections.

A search online of other HOA regulations did not reveal any helpful examples, with the few policies referencing lighting referring only to the particular design of matching decorative street lights.

### **Options**

1. Do nothing and keep all the existing lights on
1. 53 existing street lights
2. \$1042 per month last month (PUD rates for street lights went up the first of the year)
2. Reduce street lights to existing intersection lights
  - a. 19 lights
  - b. Change these to Sentry 1 (cheapest light style at \$17.22 per mo and capped style with 2.5 ft arm)
3. Would reduce PUD bill to about \$600 per month
4. PUD will remove the unused lights from the utilities poles.
3. Reduce lights to major intersections, clubhouse, and Mackey Park
  1. Change those lights to Sentry 1
  - b. Use these major intersections
    - i. Bayshore Drive and Highway 101
    - ii. Bayshore Drive and Bayshore Loop
    - iii. Bayshore Drive and Westward Ho
    - iv. Westward Ho and Oceania (2 lights)
    - v. End of Bayshore drive by hotel
    - vi. Clubhouse rear parking area
    - vii. Upper Bayshore entrance at Bayview
4. Remove all the existing street lights
  - a. Individual home owners can have the PUD put up a street light if desired. Home owner pays for street light. New lights could be restricted to Sentry 1 (\$22 per month if on existing utility pole; \$45 per month if new utility pole has to be installed)
5. Remove all the street lights and prohibit owners from having their own street lights.

### **Committee Recommendation**

Committee does not believe that the street lights are a personal or household safety issue. Committee believes the street lights are a major monthly cost to Bayshore. Committee believes it is inequitable that some members have street lights very close to them (whether they like them or not) and others do not.

Committee recommends that all the street lights in Bayshore be turned off. Committee

#### **Legend for Motions**

<b>M</b> -Motion	<b>S</b> -Second
<b>P</b> -Passed	<b>F</b> -Failed
<b>W</b> -Withdrawn	<b>A</b> -Amended

recommends that individual members be allowed to pay for their own street light if desired and that new street lights are restricted to Sentry 1 lights.

### **Home lighting**

Committee believes this should be addressed separately as part of the planning committee guidelines for construction, perhaps related to the nuisance section or the aesthetic appearance considerations.

### **Request for Neighborhood Watch Signs**

In the next budget request we will be including a request for 4 Neighborhood Watch street signs to replace the existing faded one at the entrance to east Bayshore, division 1. The member who requested these will install them on the existing street sign poles. We recommend assisting this member and encouraging his neighborhood watch efforts in that division. Total \$77.72.

### **Emergency Preparedness Cache**

We had some comments that members were having a hard time finding the correct tote at local stores. With the \$70 from members who have already placed totes in the cache, the committee purchased totes to sell to members at cost.

Please contact us if there are questions or comments about the cache, totes, or the opening times. There will be three opening times for this year. The first one will be announced next month.

### **New Business**

None

President Blecher thanked the Committee for all of their work on these issues. A discussion then followed regarding the issue of street lights in Bayshore, with members present stating their views and opinions.

Member Steve Stroot believes that no safety issue exists. The cost of the lighting is very expensive at more than \$10,000/year and it is money not well spent. He thinks Bayshore should save the money.

Member Norman Fernandes stated that Bayshore should have a few lights, maybe at major intersections.

Member Steven White strongly supports the Safety Committee's recommendation to turn the lights off.

Member Mary Lou Morris said that there should be lights at least at the major intersections, maybe ten at most.

Member Vivian Mills agreed that most of the lights should be turned off with lights only at major intersections.

After much discussion, the consensus of the members present at the meeting was that lights at Mackey Park, intersections, and the Clubhouse should remain, but all other lights should be turned off.

There was then discussion regarding members installing street lights and paying for them themselves. Some members are already doing that, and it was suggested that those doing so now would be grandfathered in if the decision was made to turn the street lights off. It was also suggested that any new street lights installed and paid for by members would need to be approved, possibly by the Planning Committee, using the template now being used to obtain approval for a height variance. Another suggestion was that any possible new lighting be restricted to down facing, or capped, lighting.

President Blecher stated that he would like to have more member input, stating that members could send their suggestions/wishes to the Clubhouse via email and the suggestions would be

#### **Legend for Motions**

<b>M</b> -Motion	<b>S</b> -Second
<b>P</b> -Passed	<b>F</b> -Failed
<b>W</b> -Withdrawn	<b>A</b> -Amended

forwarding to the Board and to the Safety Committee. The issue will be discussed again at the February Board of Directors meeting.

**Policies and Procedures Committee** (Bobbie MacPhee, Vivian Mills, Skip Smith)  
No report.

**Social Committee** (Rose Bradshaw, Chair)  
Rose was not able to attend the meeting. Her written report is as follows:

## **SOCIAL COMMITTEE REPORT**

### **January 2018**

#### **Holiday Celebration**

The Holiday Celebration was held on Saturday, December 16, 2017. The three hour event included commemorative photos, a potluck dinner, and a white elephant gift exchange. With 45 attendees, 75% being new members, we can say it was another successful event. Almost everyone who came to the celebration also participated in the gift exchange. There were several favorites that were stolen more than once. The next celebration will include more December holidays, such as Hanukkah and Kwanzaa.

Everyone who participated had a great time—lots of laughter. Many members showed their enthusiasm and provided positive feedback. The following are several of the many comments provided by members:

*“Thank you for all of the effort that was put into the Christmas party. It was so much fun. The food was great and the decorations were lovely.”*

*“Thank you all for putting so much time in to bringing the community together. We had a wonderful time at the holiday party.”*

*“I want to thank everyone who helped to make our 1<sup>st</sup> Bayshore event so nice! I can see it’s going to be great living here and a chance to make some wonderful friends and memories.”*

*“Last night was truly a wonderful evening! Delicious food, beautiful decorations, guest photos, and fun gift exchange.”*

The Social Committee is very fortunate to have such wonderful volunteers, from the set up to the clean up. The holiday celebration would not have been as successful without them.

#### **Clubhouse Holiday Tree**

The Social Committee and Stuart Fisher collaborated to purchase the holiday tree for the clubhouse. The halls were decked, and members acknowledged appreciation. Next year’s budget will include additions to our decorations inventory. Members donated decorations which made it a Bayshore Community tree.

#### **The Wave**

Circulation dates of the Wave will be January, April, July, October, and a special edition for the holidays. The Social Committee will collaborate with Bob Mowrer to create a link for the Wave on the main Bayshore website.

#### **2018 Events**

Depending on the 2018 budget and number of volunteers, the Social Committee can plan more than 4 events. The following events are planned:

Super Bowl Munchie Potluck*	02/04/18
Bayshore Social	03/17/18

#### **Legend for Motions**

<b>M</b> -Motion	<b>S</b> -Second
<b>P</b> -Passed	<b>F</b> -Failed
<b>W</b> -Withdrawn	<b>A</b> -Amended

Cinco de Mayo \$5 Taco Buffet	05/05/18
Red, White, & You Meet & Greet	07/14/18
Halloween Bash	10/31/18
Holiday Celebration	12/15/18

\*Event will be planned based on member interest.

**Communications Committee** (Bob Mowrer, Chair; Margaret Partlow; Lee Davis)  
 Committee Chair Bob Mowrer presented. He reported that he appreciates the various Committees submitting reports to him for inclusion in the Breeze. Portions of his written report are below. (The complete report was emailed to members, along with the Agenda, on 1/17/2018.)

**Communications Committee Report for January 20, 2018 Board of Directors Meeting**

Bob Mowrer, Margaret Partlow, Lee Davis.

**A Request for Directors**

The Physical Assets filed exemplary **written** reports in February and March of 2017 that allowed the Breeze to provide members a detailed picture of the budget process. The Communications Committee requests similar reports for the Breeze that will allow members to view the creation, justification, and acceptance of the 2018-19 Budget by the Board of Directors.

This request is based on the reports from the Physical Assets Committee in Breeze issues of February and March of 2016. We believe providing this information to members in the Breeze not only allows members to better understand the budget but reminded readers that the budget process is an open and thoughtful process.

The reports from 2017 provided members insights of the Physical Asserts Committee and the collaborative budget process. The committee assesses, gathers necessary information, and proposes actions to the Board of Directors. The Directors receive the reports, ask questions and make the decisions based on committee reports.

In the February meeting, the Physical Asserts committee proposed expenditures from the then current (2015-16) budget providing description of the problem, costs, and recommendations for the Board of Directors. The process of a committee making recommendations is a critical part of the decision making process. Committee members do the inventory of assets and make thoughtful proposals. The Board of Directors make the decisions. In the March meeting, the Physical Asserts committee recommended physical asset expenditures for the 2016-17 budget. The proposal included the rational and costs of the expenditure. The Board of Directors make the decisions.

We believe the members should have reports outlining the assets in need of repair, replacement, or addition as was the case in preparing the 2017-18 budget. Unfortunately, in most years past, members first were informed of budget for the next fiscal year when they received the annual mailing to members. When the Board of Directors was trusted and respected the budget was not an issue. When the Board of Directors had many critics, the budget was often questioned.

Please read the reports provided by the Physical Assets for the meetings. The information provided is clear, concise, and clearly describes the funding recommendation and amount. A first in my tenure with the Breeze. Please provide reports for the Breeze so members have the opportunity to be aware of the budget and the budget process.

**Legend for Motions**

<b>M</b> -Motion	<b>S</b> -Second
<b>P</b> -Passed	<b>F</b> -Failed
<b>W</b> -Withdrawn	<b>A</b> -Amended

## **UNFINISHED BUSINESS**

### **Mailing/billing of issues of Breeze**

There was a discussion as to whether to include a line item on the letter that goes out with the HOA invoice in May offering members an opportunity to request and pay in advance for mailed hard copies of the Breeze. The discussion included how much to charge for a yearly subscription, how many would be interested, costs of printing an unknown number of copies each month, time involved, who would do the copying and mailing, etc. The consensus of those attending the meeting was not to proceed with this at this time since the Breeze is available on line on the Bayshore website, is emailed to members on the Bayshore email list, and hard copies are available at the office. It was noted that more members could receive the Breeze via email by requesting to be added to our email list.

It was then suggested that a reminder to update contact information be included in the election packets that will be sent out in April.

### **Updating of letter re: VRDs included in new member packets and to be posted in VRDs**

President Blecher announced that the letter has been updated. He provided copies of the update to Directors and to the Planning Committee. He requested that they review it and get back to him with their input and any suggested changes. It will be reviewed by the Board again at the next meeting.

## **NEW BUSINESS**

### **Appointment of Budget Committee for 2018-2019 fiscal year budget**

The Board appointed Mary Lou Morris and Mel Blecher as members of the 2018-2019 Budget Committee, along with Jerry Musial and Kathi Loughman as ex-officio members of the Committee. They would like to have one more Member volunteer to serve on the Committee. There would be a limited time commitment, with meetings scheduled in March and April.

### **Inventory Review**

The inventory was completed in December. Copies are available for review in the office.

### **Insurance Coverage Review**

Director Smith reviewed Bayshore's coverage last year, and he stated that it "looked good" at that time. It was suggested that perhaps our insurance agent may be willing to come to a Board meeting and explain our coverages. The Board would like to have a Member familiar with insurance volunteer to review Bayshore's existing coverage.

### **Grading/lowering of dunes south of Clubhouse**

Member Mike Smith presented. A few homeowners are requesting Bayshore's participation in grading/lowering the dunes behind the Clubhouse. They need 700 linear feet to proceed with the project, for a cost of approximately \$10,000. They have no idea at this time how much it would cost Bayshore, but participating homeowners would be willing to absorb some of the cost. The group is currently obtaining general information and is just wondering if Bayshore wants to participate. If so, they will come back at a later date with more information and cost estimates.

President Blecher then made inquiries concerning the groups that utilize the Clubhouse on a weekly or monthly basis. It was reported that Bayshore allows the groups to use the facilities at no cost, therefore the activities and/or classes must also be offered free of charge. Bayshore

#### **Legend for Motions**

<b>M</b> -Motion	<b>S</b> -Second
<b>P</b> -Passed	<b>F</b> -Failed
<b>W</b> -Withdrawn	<b>A</b> -Amended

facilities may not be used for profit. It was pointed out that some groups have a donation jar where participants can donate if they wish, but charging for the class or activity is not allowed.

The Board then adjourned to Executive Session at 2:30 pm to discuss employee yearly performance reviews and to set employee compensation for 2018.

The Board reconvened at 2:50 pm.

**MSP**

Director Turner moved, and it was seconded, to increase Kathi Loughman's rate of pay from \$14.00/hour to \$15.00/hour, retroactive to January 1, 2018.

Motion passed unanimously.

Kathi Loughman thanked the Board for their generosity.

The meeting was adjourned at 1:45 PM.

Minutes prepared by Kathi Loughman

DRAFT

**Legend for Motions**

**M**-Motion      **S**-Second  
**P**-Passed      **F**-Failed  
**W**-Withdrawn   **A**-Amended