

**TEAL LAKE VILLAGE ASSOCIATION
Board of Directors Meeting
February 23, 2009 ---BAY CLUB---3 PM**

As Approved at March 23, 2009 Meeting

Call to Order: The meeting was called to order at 3:06 p.m. by President, Mel Caskey

The following Board members were in attendance. A quorum was determined.

Mel Caskey: President
Don Carlson: Landscape
Simeon Baldwin: ARC
Russ Michel: Secretary

The following TLV residents were in attendance: Jim Tipton / Bob Forester.

Minutes - Russ Michel: TLV Meeting Meetings from December 10, 2008 Annual Meeting were presented. M/S/C to accept.

As requested at the Annual Meeting, Draft minutes will be posted to the website. Once approved, the Final will replace the draft minutes. Final minutes will also be placed in the binder which is in the SBCA office.

The TLV website has been updated for the new Board members with contact information and link to the Teal Lake Squeal has been removed. Noted that the 2009 approved budget needs to be posted. The 2009 Board meeting schedule needs to be reviewed / finalized. Also may need to update any block captain changes.

Discussed and agreed that link to Port Ludlow Today (<http://www.portludlowtoday.com>) should be included on our website home page.

Russ is maintaining the TLV e-mail distribution list and will be responsible for sending e-mail to TLV residents. Due to his work and travel schedule, those requesting e-mail notifications be distributed to residents may have to wait for a week or so.

The cabinet in the SBCA office where the TLV minutes are stored needs to be cleaned up. The cabinet is overstuffed. Question as to how long minutes needs to be kept.

Treasurer's Report:

No financial report.

Simeon reports that Linda is working with Anderson Accounting so that they can prepare our 2008 taxes. An engagement letter has been signed and sent to Anderson Accounting.

The 2009 property tax bill has been received for \$17.90. This amount is for fire patrol levy. Noted that TLV is exempt from property taxes but not special levies.

A statement needs to be included as a footer on the TLV Quarterly Homeowners Invoice regarding fees and interest accrued for non-payment. Mel will work with Linda to include this statement on future invoices.

Landscape Report – Don Carlson:

Discussion regarding the role of the block captains.

Don mentioned that he has placed a clipboard on his front porch where residents can leave Landscape Request Forms. They can also be e-mailed to thecarlsons@cablespeed.com. Upon weekly arrival, Four Seasons will check with Don for any special requests. Don will maintain a ledger of requests. Noted that last year there were 64 requests.

Four Seasons is still reviewing their options to service our landscaping contract during the bridge closure. They are having problems finding a location to store equipment. This is problematic since they also have contractual work in Poulsbo.

Four Seasons is asking if they can perform our weekly service in one day during the bridge closure period. Residents are asked not to do any major landscape projects since yard debris will not be picked up during the bridge closure. There just isn't space on the truck.

Work needs to start right away developing the landscape bid contract package and the board discussed an initial schedule. To date, four residents-at-large have volunteered to help. They are: Jim Tipton, Dick Allyn, Janet Hanz, and Sharon Zabloutney. Preferable that there be at least one other person to assist. Mel will contact Dick Bobanick and Jim Richards to see if they have a digital version since they were involved in developing the current contract. Discussion about having a pre-bid meeting with prospective contractors.

Discussed placing bark dust and planting in "the park" at the corner of Sea Breeze and Crestview. This would be an additional expense. Tabled until Dan's return.

ARC Report - Simeon Baldwin

There are some missing fire hydrant blue markers in the middle of the street. Need to note where and communicate to the Fire Department.

Simeon reports that no new ARC permit requests have been received since the Annual Meeting.

Carry over: Permit Request from Tim Tipton to remove six trees and trim one tree in the common area in the NW corner of TLV as a view maintenance issue. The process established by the SBCA ARC requires that all TLV homeowners have the opportunity to comment. Simeon recommends that an e-mail be composed and distributed. The role of the TLV Board is to perform our due diligence and forward the permit request the SBCA ARC as the next step. The Board's understanding is that given the size and location of the trees that Jefferson County would have final permit approval authority. Noted that TLVA will incur no costs associated with the permit nor tree removal / disposal should permission be granted by the County. Noted that a map obtained from the County website shows that the area in question may be included in a Slight Landslide Hazard area. Also noted that two of the trees may be within the County right-of-way and therefore, TLVA and SBCA have no jurisdiction.

Neighborhood lighting: Homeowner brought this issue to our attention. Simeon did an inventory and thirteen homes have no illuminated outdoor front lighting and some have only one light that is operating. At a recent SBCA ARC meeting, it was noted that the intent of the South Bay Design Standards is for residents to maintain their outside lighting and photoelectric cell. An e-mail will be composed and distributed asking residents to check their lighting and make sure the lights are in working order.

President's Report – Mel Caskey

Mel will take responsibility to obtain new signature card for American Marine Bank.

Port Ludlow Drainage District: Simeon attended the February 3rd meeting in Mel's absence. The current District covers North Bay homes and they have recently incurred over \$500K in obligations. The issue is whether or not South Bay should join the Drainage District. If combined into a single District, South Bay's assessment would only be towards administrative costs which today total \$36,000 annually. For administrative costs it is estimated that each South Bay home would be charged \$30 - \$50 annually but that is merely an educated guess at this point.

Old Business:

Define the role and responsibilities of our Bookkeeper. – Hold over.

Tree Inventory – Hold over.

New Business

Timeline for the 2010 – 2012 Landscape Contract: The desired goal is to have on the agenda for homeowner approval at our Annual Meeting in July. However, there will be considerable work to prepare a bid package, send out, review responses, and make recommendation to TLVA for their vote. Discussion on how or if we have to advertize or can we send only to prospective bidders that have been pre-screened. Mel will review the 2006 Board minutes in the SBCA binder to determine the process that was followed for the current contract.

Two year versus three year Board terms: The goal would be to have only two new Board members each year – Hold Over.

Review CC&R / Village rules defining a quorum: Hold Over.

Replace the entrance flag and maintain lighting: Noted that the flag light is on all the time and is a waste of electricity. Mel will troubleshoot. Need a homeowner volunteer to purchase a replacement flag.

Adjournment: M/S/C to adjourn at 4:37 p.m.

Respectfully Submitted,

Russ Michel, Recording Secretary.

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