

## Mission Bay Steering Committee

May 9, 2011

The meeting was called to order by Chairperson, Jill Southerland at 9:00 a.m. Present were Laura Hone, Don Allen, Jane Irwin, Dennis Duty and Glenn Gordon. Tim McKenna was on Skype. Six homeowners were present.

I. Jill welcomed the group and explain to them how we were in contact with Tim via Skype. She asked that the group save their comments and questions until the Steering Committee had completed the Agenda Items.

II. The minutes of the April 11 meeting were approved.

### III. Manager's/ Developer's Report

Glenn reported that all sub-contractors were lined up for the summer. We have hired Chad back this summer and he will be given additional duties including the yard maintenance work for the Community Center, Common areas and the beach areas. This will save us approx. \$2,500. In addition Chad will close the pool at night and work on the tennis courts.

The repair work required at the beach will be completed this month, weather permitting,

The common area at Eagle Drive and Hawk has been completed and positive feedback has been received.

Dennis reported that he is working with the Insurance Agents to put some additional language in the rental agreement to better protect both Mission Bay Realty and the Homeowner's Association.

### IV. Old Business

1. The Neighborhood Watch and Recycling presentations are being scheduled. Chief Chase and Judy Preston will be making presentations.

2. NWH negotiated a new contract with Bresnan on the telephone system which will saving approx. \$ 100 per month. We only pay for Glenn's phone.

3. Glenn and Kari have spent many hours working on the Reserve Study this winter. All of our assets have been identified, estimated replacement cost determined and they have started the process of determining costs of replacement by year. An update report will be given at the June meeting.

4. Beach Hangers are now available and each homeowner can obtain two from Glenn at no cost. If lost there will be a \$ 10 replacement cost. When parking in the beach area you must have the hanger displayed in your car or golf cart.

5. Three members of the Steering Committee are up for election. Two, Jane Irwin and Wayne Finney representing Mission Bay and one, Jill Southerland representing the Preserve. Only two members are supposed to be replaced each year, so the Board will meet to decide if the Preserve position should be extended for one more year. They will also have to determine how to get the rotation back on the schedule of only having two up for reelection each year. If a homeowner wants

to serve on the Steering Committee Applications are now being accepted.

6. Dennis has located a very nice stone based picnic table for the beach area which will cost \$ 600. We are asking for donations in memory of Bill Coffee to cover this cost. It will be a nice addition to our beach area and a nice way to give recognition to Bill for his long time commitment to the Mission Bay Community. Please send checks to Dennis.

7. Laura reported that the Security cameras at the pool area will be installed by end of month. The area can then be monitored via Glenn's computer.

8. Summer part-time help. Refer to the Manger's report above.

9. Rental Agreement. Refer to the Developer's report above.

10. A computer program has been developed to notify Common Wall homeowners when their Homeowners Insurance is due to expire and to have a copy of their renewed insurance policy sent to Glenn.

11. Volunteers will be planting the flower pots later this month.

## **V. STANDING COMMITTEE REPORTS**

### **Financial Committee**

1. Don will have a meeting later this month or early in June to discuss what needs to be presented at the June Annual Meeting.

Currently there are no outstanding issues. Except for Snow Plowing we are within budget for this year and we hope to make up the short fall in savings in other areas.

### **Social Committee**

There will be a Welcome Home Party May 28 at the Club House.

The Welcoming Book for new renters and homeowners has been completed and visits will be made by members of the committee to welcome the new comers to our community. In addition to the Welcoming Book they will be given a Mission Bay Bag with coupons and gifts donated by the local businesses

### **CC&R's Committee Enforcement Committee**

The committee has developed a system for notifying people of potential violations.

Rick LaPiana resigned from the committee and Su Orchard will be the new chairperson. The committee meets the third Thursday of each month.

### **Architectural Design and Review Committee**

The committee developed a procedure for inspection homes under construction.

They will perform inspections four times times during the construction period.

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|------------------------|----------------------------|
| 1. Foundation Footings | 3. Exterior Building Final |
| 2. Framing             | 4. Landscaping Final       |

The policy regarding mowing has been changed. Grass must be kept no more than 6 inches high and undeveloped lots no more than 12 inches high.

## **VI. NEW BUSINESS**

**1. Annual meeting will be June 18. Dennis will be sending out notices and information on Election Rules.**

## **VII. HOMEOWNER ISSUES/COMMENTS**

**It was asked when a committee will be set up to review the job description of the manager position to determine maintenance duties that should be performed by the position versus management duties.**

**Jill said she would be establishing this committee when Tim returns as he wants to represents the Steering Committee.**

**The problem of several lawns on Eagle Drive not being maintained in an acceptable condition was discussed. Jill said she would see that a letter was sent to the homeowners. They will have 30 days to bring the yards up to acceptable condition. If they do not do so our Association will have the work done and the homeowner will be billed.**

**It was asked what the password was to get into the financial data on our web site and they were informed. If anyone else wants to know the password give Glenn or Tim a call.**

**The meeting was adjourned at 11:15. The next meeting will be held June 13, 2011 at 9:00 a.m. This is an OPEN meeting.**

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