

MEETING MINUTES

Mission Bay Preserve Homeowners Association

September 25th, 2020, 2:00 pm | Meeting called to order by Meg Fair, Steering Committee Chairman

In Attendance

Steering Committee: Meg Fair, Cindy Dunshee, Lynn McNamer, Jamie Seguino, Rod McRae

Preserve Board of Directors: Dennis Duty, Meg Fair, Mark Gelernter

Staff: Melanie Brooks, Karen Swan

Absent: Dave Rittenhouse

September 25th, 2020 Meeting

The meeting was called to order by Mission Bay Preserve Steering Committee Chairman and Board of Directors member Meg Fair.

This was an open meeting.

Preserve Financial Report

Karen Swan shared financial results for the Preserve for the first half of 2020 - January 1st - June 30th, 2020. Dues for both the Community Center and the Preserve are right on target.

The Preserve P&L for this period shows a Net Income of \$ 10,579; \$3,586 over budget. Total Net Assets as of June 30th are \$190,506. The Preserve Reserve balances as of through June 30, 2020 show a total balance of \$166,965 – General Reserve \$90,704, Road Reserve \$63,946, and Snow Reserve of \$12,315. Karen also confirmed with Dennis the receipt of a bill from the BIA for irrigation not used any longer. Dennis said this issue was appealed about 10 years ago with the BIA and is still under investigation. Difficulties in potentially accessing this non-potable water were discussed. Karen also explained to the group the billing and reimbursements from farming/haying operations.

As of September 24th, the following expenditures have been made as approved Reserve fund projects for 2020:

1. Haying operations – purchase of new motors, repairs to wheel lines, \$5,005
2. New Gates at Tundra Swan and Hawk Drive – paid \$ 8,300 to date, with anticipated total of \$22,754.
3. Kayak shed renovation - \$5,400
4. Pump aeration system - \$1,188
5. Crack Sealing – estimate on project of \$4,500
6. Tree Maintenance - \$ 665
7. Expected total expenses of \$39,452 for 2020

There will be 77 Preserve lots on the 2021 budget, due to the sale of Soward lots in the Preserve. As a result of the sales, the lots will go from 25% dues paying to 100% dues paying lots, which will strengthen future Preserve budgets. There are no accounts in arrears and therefore no allowance for doubtful accounts.

New Director - Dennis Duty shared that the last lots owned by the Soward family are in the process of

being sold, and they will not own any more property in the Preserve, therefore the Preserve will not have a declarant going forward. Dennis advised the group that due to the final Soward lot sales, the Preserve will need to find a new Director, as he will not represent the declarant in the Preserve in the future. The declarant will also not be able to make any changes to the CCRs in the future. Changes will all be done via vote - by community members. Any community votes that go out to the general Preserve membership are currently required to have a 75% approval level to pass.

CCR Changes – Due to the sale of final declarant lots, there will need to be revisions and clarifications made to the current Preserve CCR document. Meg shared that the language referring to the commitment of the Preserve to the Community Center needs to be clarified in this document. Another major concern as per current CCRs is the need to have 75% of residents voting affirmatively to make any changes. Lynn McNamer raised issues with current RV and boat parking regulations. Melanie suggested doing one full revision of the CCR's as opposed to several small changes, to limit filing of amendments and for the simplicity of referring to one new document.

As there is not a formal Preserve CCR Committee, a volunteer group will initially explore necessary CCR changes. Meg and Dave have taken a first look at the documents and made notations. Meg Fair, Cindy Dunshee, Lynn McNamer and Melanie will meet to take an exploratory look at the CCR document to assess revisions on Tuesday, September 29th at 1:00 pm. Legal counsel will be included as deemed necessary.

Gazebo at the Pond - Dave asked about the issue of the removal of the gazebo next to the Pond and the potential liabilities of leaving this in place. It was voted at the Spring Preserve meeting to allow Dennis one year to remove this gazebo – June 1,2020.

Design Review Committee Update

Design Guideline 2020 Revision - Mark Gelernter gave an overview of the Design Guidelines revisions currently completed. Some of the changes to the new guidelines include looking at "process" - timeline revision (requiring a preliminary design submittal and approval prior to looking at working drawings). New guidelines also provide better descriptions of allowed building height (how is this measured) based on lot locations, allowed tree sizes.

He shared that there was also a recommendation from the group to add language recommending that design services (a design professional that understands styles, building design for this area of the country, and the process) be obtained if the owner is not experienced in working with HOA guidelines, to assist in expediting the process for both the owner and the Design Review team. To also add He asked for any guidance from the SC group regarding this consideration and how far the committee should go in sharing design advice. Meg and the rest of the group shared concern for the Design Review Team to stay apart from the design process and express specific issues, but not solve design problems.

The current Design Review committee consists of Mark Gelernter, Bob Gorder, Greg McCormick and Suz Rittenhouse.

Old Business -Preserve Project Updates

Canoe House – Melanie Brooks shared that revisions were completed earlier this summer to accommodate larger quantities of watercraft- kayaks, canoes, and paddleboards. Although this renovation allowed for many more boats to be stored, all watercraft needing storage were not

accommodated and there is still a waiting list.

Preserve residents Ginny DuBrucq and Greg McCormick assisted with the first phase of the renovation and have offered to continue to develop a second phase of storage so that all residents have access for 1-2 watercraft in this storage area. Ideas include incorporating the current gazebo for storage or adding an additional storage building.

Preserve Gazebo at the Pond – There was discussion among the group regarding the Gazebo at the Pond, and concerns with liability for this structure, in the future. At the Spring Preserve Steering Committee meeting it was agreed by vote to allow Dennis one year (until June 1, 2021) to have this structure moved. The group agreed to stay with this schedule.

Common Area Conservation/Farming - Melanie noted that the hay farmer, Mike Lien, is still interested in discussing additional wheel lines. Rod McRae has experience with this and will discuss with Mike prior to the next haying season. Dennis suggested the program now be readdressed after a few successful hay seasons and a more dependable water supply. There was discussion that it may be time to obtain a signed contract for an agreed upon number of years.

Pond Update – Melanie reported that there were struggles with aerator operations again and a Diver went in to clean up the lines. It was determined that a new pump was needed and the aerators are now working. Algae has been difficult to keep under control – two alum treatments have been applied per the Preserve 2020 operating budget. Dave Rittenhouse said he has worked with ongoing regulation of the water flow to the pond.

Trails/Weed Control - Melanie shared that fall spraying has taken place over the past few weeks. Additional gravel is still needed on several trails and will be added by Treasure State. They will deliver the gravel and it will be further disbursed onto the trails with a few Preserve residents to assist. The equipment necessary from the Preserve is not available now and this project will take place in the spring of 2021. Dave Rittenhouse and Rod McRae will participate in the planning of Weed Spraying for 2021.

Preserve Gates and Roads - Melanie shared that new gate systems have been installed and fresh powder-coating done on both gates. The vendors for this project were Mild Fence and D&D Custom Coating. The new systems have individual owner codes, light, SOS emergency access, new remotes (two per resident) and programming from computer. There is a dedicated phone line for each gate control for access. Additional remotes will be available for purchase for \$50 each.

Preserve roads will be repaired late summer with expandable filler, to include all crack and hole repairs. Estimates for the road repair are \$4k-\$5k.

New Business -

Preserve Bridge - Melanie shared that Great Northern gave an initial bid of \$3600 to replace the bridge with culvert and stones, as discussed at the last meeting. She will obtain another bid for this, for comparison.

Fences and Street Signs – It has been necessary to replace several street sign posts due to rot at the post bottoms. Melanie asked the group whether the perimeter fence surrounding the hay fields should be addressed as well. She said that several options could be considered, including replacing the whole fence with the same or a new material, or eliminating the fence completely. She has obtained an initial bid of \$10.77 per foot. Meg shared that the Tundra Swan road fence has had several repairs over the past few years. Dave suggested the project be looked at in sections. Meg said there is a reserve fund line but

currently no funds allocated for this project.

Preserve Committees – Meg opened a discussion regarding the alignment of committees in the Preserve. Dave Rittenhouse shared some language from the By-Laws regarding Board and Committee management. He is concerned with overlap and redundancy on the committees. He would like to find and address the Mission Statement for the Preserve. There was a general discussion among the group as to the current roles of Preserve committees, and whether these should be studied and revised. The role of the Board of Directors with regard to the Preserve Committees will be addressed. There will need to be a new director willing to fill the remainder of Dennis Duty's term by the time of the December Annual meeting.

Other Business Not on the Agenda

No other business was presented.

Next Meeting

The next Preserve Steering/Finance Committee meeting will be held on Tuesday, November 10th at 12:30 for the purpose of planning the 2021 Operating Budget and determining Reserve projects, preparing the annual meeting agenda.

Adjourn

Meg Fair adjourned the meeting at 4:10 pm.

Steps for Follow-Up

Melanie

1. Send newsletter with Preserve updates.
2. Stay abreast of developments as they happen regarding Governors directives for re- opening the state.
3. Obtain more estimates for the bridge project.
4. Follow up on second watercraft storage building options, working with Ginny DuBrucq and Greg McCormick.
5. Complete asphalt crack repair this fall.
6. Obtain 2021 landscaping bids and choose vendors for the new budget.
7. Work with Dave Rittenhouse and Rod McRae on Weed spraying contracts and maps.
8. Work with Steering Committee sub-committee to revise the Preserve CCRs.

Melanie & Karen

1. Work with Preserve Finance committee to develop the 2021 Budgets.
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