

MEETING MINUTES

Mission Bay Master Association

Tuesday November 9th, 2021 9:05 am | Meeting called to order by Ralph Brownell – Board President

In Attendance

MB Board of Directors: Ralph Brownell – President, Gary Goodman, Allen Bone, Tim Delaney, David Koerner, Mary Martin, Pete Ridgeway

Staff: Melanie Brooks, Karen Swan

Homeowners: Craig Engebretson

October 12th, 2021 Meeting

The meeting was called to order by Mission Bay Board of Directors President Ralph Brownell. This was an open meeting held at the Mission Bay Community Center.

Approval of Minutes

Allen Bone asked for approval of the minutes: Corrections to October 12th minutes were brought forth by Tim Delaney, who requested the addition of missing language regarding 1. his request for written legal opinion about clubhouse leasing by outside entities, and 2. information regarding allowing Mission Bay members not currently members of the Community Center to apply for a social membership. It was noted that both are Community Center matters and will be addressed at the next Community Center meeting. Pete reported a typo to correct under Old Business. Pete Ridgeway made a motion to approve the October 12th, 2021 Board of Directors meeting minutes with corrections and Gary Goodman seconded the motion. All were in favor and the motion passed.

Mission Bay Master Association

Board of Directors New Member Welcome

Ralph Brownell welcomed the new Mission Bay Board members – Pete Ridgeway, Mary Martin, Tim Delaney and David Koerner. He thanked them for their willingness to participate and reported that specific Board positions would be decided in June 2022. At this point, the three current members of the Board – Ralph Brownell, Gary Goodman and Allen Bone will continue to be the Mission Bay representatives on the Community Center Committee.

Tim Delaney and Pete Ridgeway shared concerns about the way in which the new Community Center Committee would interface with the Preserve and Mission Bay Boards of Directors. Tim suggested the 3 CC Committee Mission Bay members take the concerns/votes as a united block (single vote) from the Mission Bay Board back to the CC Committee. There was discussion, with Ralph Brownell suggesting that policies and procedures are taken care of at the Community Center committee level, but major projects would require full approval from both Boards. Pete Ridgeway added his recommendation that changes in operation and policy changes would go to the full

Boards. Mary Martin shared that the Social Committee decision-making would be outside this process, as they operate independently.

Manager's Report – Mission Bay Master Association

Manager's Report - Melanie reported that 2021 projects and fall landscaping are mostly complete. Weed treatments, including roadside spraying and a second round of community common areas are done. She shared that the focus now has shifted to operations and the By-Law vote, as well as the 2022 bidding process and budget planning. Payment was received from two lots in arrears and from all Soward lots that were sold in Mission Bay in 2021.

Old Business – Master Association

Mission Bay By-Law Revision – David Koerner shared his concerns that the By-Laws in current form still need revision and corrections and should not be posted as a final document yet.

Mission Bay Beach Project –Ralph gave an update on a preliminary plan proposal that is underway for beach restoration. He walked the group through initial plans, permitting and costs, sharing that discussions are necessary with the tribe and the Corp of Engineers to proceed. A timeline will be developed as the scope, process and costs are finalized. Pete shared his concern regarding controlling traffic to this area after such a significant investment. This project will not come from the operating budget, but from Mission Bay reserve funds. Appropriate permits from the Tribe or Corp. of Engineers will be obtained prior to starting work.

New Business – Master Association

Mission Bay 2022 Draft budget – Karen walked the group through the estimated year end financials for 2021, and through projected numbers for the 2022 budget. There is a 2021 windfall due to Soward and private owner payoff of \$ 30,919 (shown under allowance for doubtful accounts) that will not be repeated, ending with estimated y/e revenue of \$154,758. The split of this windfall between Community Center and Master Association funds has already taken place. It is up to the Board as to where to place these additional funds (Maintenance reserve, snow reserve, operating budget). Pete asked what impact the windfall funds have on prior year's membership fees – he suggested the additional funds be given back to the membership as a refund on dues. He is also interested in reviewing the insurance policies currently in place and making recommendations for revisions if necessary. Mary noted the difficulty in splitting the funds out to members, as all members have not lived in the community the same amount of time. There was discussion as to whether the windfall funds for Mission Bay are accurate, and where the funds should be placed. Karen will research the allocation of windfall funds between Mission Bay and the Community Center, to ensure accuracy.

The balance of the 2021 y/e budget and the 2022 draft budget were then discussed in detail. The reserve study, fund allocations, and upcoming roads projects were also discussed. Ralph shared the reserve study system has worked in the past – allocations of reserve funds were readdressed and updated for 2022 projects.

David asked whether Mission Bay has considered putting money not currently needed for project in a higher yield investment, without risk, such as CD's. Ralph said they are planning to research and confirm options that are legal investment options for an HOA.

Community Center Real Estate Lease – Ralph shared the proposal from the Community Center Committee regarding a one-year lease for 2022 for Mission Bay Real Estate. This would be a new

lease, \$1,00 per month (from \$500 per month in 2021), written for one year, now that Dennis Duty is not the declarant. Most of the group agreed this was a reasonable and fair decision for the HOA and Dennis – Mary Martin made a motion for the Board to accept this proposal, and Pete Ridgeway seconded the motion. All but two (Tim Delaney and David Koerner) were in favor, and the motion passed.

Resident Contributions - Questions or Comments

Craig Engebretson had several comments – He said that he was not in favor of non-landowners having the ability to access Community Center facilities via a social membership.

He also asked if there were any updates or a status report on the Immanuel Lutheran Communities project. Ralph shared that they are working on a master plan, that will be forwarded to Mission Bay when completed. He also said any changes that affected Mission Bay would come to the full community for a vote.

Craig also suggested the Board/beach restoration task force, contact Shoreline Protection - NRCS regarding funding that may be available for the beach project.

Next Meeting

The next Steering Committee meeting will be held on Tuesday, December 7, at 9:00 am. This will be a closed meeting for the purpose of planning the Master Association Winter annual meeting presentation on Saturday December 11 at 10:30 am.

Adjourn

Allen Bone made a motion to adjourn the meeting and Pete Ridgeway seconded the motion. The meeting was adjourned at 11:02 am.

Steps for Follow-Up

Melanie

1. Prepare all received bids for 2022 Budgets
2. Work with Karen Swan on finalizing the 2022 Draft Mission Bay budget.
3. Work with Karen on confirming the split between associations of windfall funds.
4. Prepare one-year lease for Mission Bay real estate at \$1,000 per month.
5. Follow-up with Board on options for investment of reserve funds.