

Mission Bay Homeowners Association
Master Association Annual Summer Meeting
Mission Bay HOA
June 12th, 2021
Meeting Minutes

The meeting was called to order at 10:30 a.m.

A sign-up sheet was provided, and those in attendance included:

Dennis Duty, President, Board of Directors	Melanie Brooks, Mission Bay & Preserve HOA Manager	Mike Shoquist, CCR Committee
Ralph Brownell, Mission Bay Board of Directors, Steering Committee	Karen Swan, Mission Bay & Preserve Staff Accountant	David Koerner
Gary Goodman, Mission Bay Board of Directors, Steering Committee	Judiee Goodman, Mission Bay Design Review Committee	John Roundhill
Allen Bone, Mission Bay Steering Committee Chairman	David Coffman, CCR Committee, Steering Committee MB	Ron Maki
David Coffman, Mission Bay Steering Committee, CCR Committee Chairman	Tim Delaney	Wes & Diane Hanken
Allen Bone, Mission Bay Steering Committee, Finance Committee, Social Committee	Monty Schmidt	Maria Heins
Deborah Chapman	Doug Schmitt	Mary Lou Shoquist
Joyce Rogers	Don Davis	John Wantoluk
Dirk DeConinck	Roger Bergeson	Terry & Gaye Gauthier
Steve Tassaro	Sandie Hammer	Nancy Luiso
Rick LaPiana	Linda Bone	Ila Mikkelsen
Ann Aldrich	Steve Eschenbacher	Paul Zeeck
Randle White	Roger Norgaard	Claudette Beckendorf
Cherie Stenmoe	Dan Cook	Mike & Joyce Heppner
Steve Coleman	Bruce Bowman	Andy Fors
Rhea Ashmore, MB Design Review Committee	Peter Greenman	Don Dubay
Jenny Kirschling		

Dennis Duty, Board of Directors President, opened the meeting and thanked everyone for attending. He gave a special welcome to new Mission Bay owners. He shared the goal of the summer annual meeting is to give an update on projects and events in the works for 2021.

The meeting opened at 10:30 am. Call of roll and attendance were recorded via sign-up sheets at the entrance. Proof of due notice was provided and posted on May 19th, as per the HOA by-laws.

A motion was made by Nancy Hackethorn to approve the minutes from the December 12th 2020 Mission Bay Master Association winter annual meeting and seconded by Gary Goodman. All present were in favor and the minutes were approved as written for the December 12th Mission Bay Master Association winter annual meeting.

Melanie Brooks, Homeowners Association Manager, shared the agenda for the meeting. She shared that committees are always interested in new participation from community residents. Homeowners interested in serving may contact the HOA office or current committee members directly. She gave special thanks to committee members that have gone above and beyond the call of duty through their participation in special projects, planning and advising.

She introduced Mission Bay and Preserve Boards of Directors, Steering Committees, and HOA staff.

Board of Directors – Mission Bay

Dennis Duty - President

Ralph Brownell

Gary Goodman

Steering Committee – Mission Bay

Gary Goodman – President 2020/2021

Meg Fair – rep. from Preserve

Dave Rittenhouse– rep. from Preserve

Cynthia Hoelscher – Finance Chairman

Ralph Brownell

Roger Norgaard

Allen Bone

David Coffman

Mission Bay & Preserve HOA Administration

Melanie Brooks – Mission Bay & Preserve HOA General Manager

melanie@missionbayhome.com 406-883-5139

Karen Swan – Mission Bay & Preserve Accountant

karen@missionbayhome.com

MASTER ASSOCIATION MID-YEAR FINANCIAL REPORT

Ralph Brownell, Mission Bay Board of Directors president, gave a mid-year financial report to the homeowners. He shared projected balances for the reserve funds and reserve projects approved for 2021.

Projected Balances

Maintenance Reserve \$ 254,034 balance June 7, 2021

- Reserve MB Roads \$80,537
- Reserve MB Snow \$37,793
- Reserve MB Master \$135,704

Maintenance Reserve \$ 246,181 projected balance 12/31/2021

- Includes 2021 Roads Reserve contribution of \$ 19,104
- Includes 2021 General Reserve contribution of \$ 26,268
- Includes 2021 Snow Reserve contribution of \$ 7,164

Mission Bay Reserve Fund

Planned Expenditures 2021

▪ Dock Area Erosion Abatement	\$ 1,000
▪ Dock at Mission Bay various maintenance	\$ 1,500
▪ Dock Area Landscaping	\$ 5,000
▪ Gazebo – repair & maintenance	\$ 1,500
▪ Landscaping repairs, various	\$ 3,700
▪ Village Sidewalks –minor repairs	\$ 3,900
▪ Tree Maintenance and Replacement	\$ 3,000
▪ Roads Repair	\$ 7,696
▪ <u>Snow</u>	<u>\$ 3,000</u>

Planned Expenditures – only if necessary

▪ <u>Mission Bay Sign</u>	<u>\$ 3,100</u>
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1. Only if necessary - Expenditure sub-total	\$ 3,100
2. Planned Expenditure sub-total	<u>\$30,296</u>
Total Reserve Expenditures Budgeted	\$33,396

There were concerns shared by homeowners present about the safety of walking in the community without access to sidewalks on busiest streets, especially Hawk Drive. Pam DeNevi was concerned that all drivers, including residents, need to slow down. There will be research done exploring options for sidewalks in the future; in the meantime, it was agreed that residents need to take responsibility for slowing down - for the safety of all walkers, children, pets and bike riders.

DESIGN REVIEW COMMITTEE

Judiee Goodman, Design Review Committee chairman, introduced the committee – Barbara Coffman, Rhea Ashmore and Rick LaPiana. There have been updates to the Guidelines and a new Design Review Checklist developed, in conjunction with the checklist developed in the Preserve. One of the next projects will be to rework the color samples available in the HOA office and there is a new requirement of a 12-inch actual color sample needed for exterior home painting approval going forward.

CC&R COMMITTEE

Melanie introduced David Coffman, CCR Committee Chairman. David shared that the purpose and concerns for the CCR Committee are first and foremost for the safety and health of residents, and aesthetic quality of the Mission Bay.. The committee also proposes new amendments to the existing CCR's when necessary and review homeowner appeals to violations received.

The CC&R committee for Mission Bay consists of David Coffman – Chairman, Mike Shoquist, and Pete Ridgeway.

HOA RIGHTS AND RESPONSIBILITIES:

David discussed the process of addressing grievances - CCR complaints.
He noted that once violations occur, they do not reset in succeeding fiscal years.

Someone made a complaint, now what?

- Verbal or Written: Confidential not anonymous
- "Should" verify within 24 hours
- Verbal notification, 3 days to correct
- If not corrected, written notification "certified" mail
- 5 Days ("lot, lawns, weeds, or refuse")

- 10 Days (other “violations”)
- 20 Days (“related to maintenance of single- family structure”)

Fines, Appeals & Permits

- From date of verbal notification:
- First week \$50
- Second week \$100
- Third week \$250
- Written appeals, to verified violations, can be made to CC&R committee
- Special circumstances: May apply for a temporary permit (\$10)

HOA MASTER ASSOCIATION UPDATES

Contact List Updates – Melanie requested that owners with any changes to their contact information please add these to sign in sheets at the entrance.

She gave a description of the property Mission Bay Master Association includes: private roads, mailbox areas, beach and parking access, dock, common areas, and planting beds.

Mission Bay Beach - Melanie shared that all beach areas require ongoing management to address wear and tear, natural erosion. Each year this maintenance addresses issues of replacement or repair of items. Each year’s maintenance is in part dependent on storm damage, pace of erosion, and amount of heavy use (lawn areas). In the last 6 years, there has been a full dock replacement, rebuild of riprap wall, rework of access areas with pea gravel, irrigation work and addition of trees.

In 2021 there will be a healthy trim of the willows (done every two to three years) movement of all boulders back to the shoreline that have been washed out, additional fertilizer, weed control and grass seed to improve shrub and lawn areas. Due to unpredictability with each year’s weather conditions, some of the maintenance is not predictable and needs to be adjusted.

Proposed Beach Committee- Doug Schmitt shared his concerns for more major work needing to be done to the beach area and this was discussed among members present. He proposed a special committee study solutions to significant problems including erosion, heavy use, logistics, best uses. Several homeowners voiced their concerns as well, and volunteered to work with him on preparing a proposal for this area.

Melanie made requests for homeowners that own dogs to be good neighbors and clean up after their dogs. She reminded all that dogs are required to be leashed both in Mission Bay and on the Golf course areas – this is a City of Polson regulation as well. She also asked that homeowners use only designated golf cart paths and not drive across private lots to access the golf course.

Mike Heppner shared his concerns regarding keeping undeveloped lots mowed and cared for on a regular basis. It is up to individual owners to contract with a vendor to do this work. She asked owners for patience with mowing this season as there have been difficulties with staffing for all of Mission Bay’s major vendors. Lack of staff is a current problem across Flathead Valley. The HOA continues to research the addition of new vendors to assist with mowing and landscaping.

The HOA is anticipating refreshing the roads study to reflect current costs and conditions – cracks and small holes will be repaired this season and assessments will be made as to a schedule for future repairs.

Melanie shared a note of thanks to the many Mission Bay and Preserve residents involved in Mission Bay and Preserve committees and projects, and that serve as consultants to many of our major projects.

New Business

Election of Steering Committee Members – There are openings for four new Steering Committee members and one Board member in Mission Bay. The following residents have submitted applications for the positions:

Election of Steering Committee Members (4)

Fred Barrett
Paul Beard
Claudette Beckendorf
Allen Bone
Tim Delaney
David Koerner
Rick LaPiana
Mary Martin
Savannah Newgard
Peter Ridgeway
Mike Shoquist
Robert Woody

Election of Board Member (1)

Dennis Duty
Tim Delaney
_____ (write-in)

Prior to the voting, Steering Committee candidates were asked to introduce themselves and their specific interests in joining the committee. Ballots were handed out to all members present (one vote per lot) including proxy assignments that had been submitted prior to the meeting. Votes will be tallied after the meeting and results announced at the beginning of the week.

Additional Community Questions

No other business was brought forth on the agenda.

ADJOURNMENT

Rick LaPiana made a motion to adjourn the annual meeting and David Coffman seconded the motion. All were in favor and the meeting was adjourned at 11:15 am.