

MEETING MINUTES

Mission Bay Preserve Board of Directors

November 8th, 2021 10:00 am | Virtual Meeting called to order by Meg Fair- Board President

In Attendance

Preserve Board Members: Meg Fair – President, Mark Gelernter, Greg McCormick, Rod McCrae, Lynn McNamer, Don Wallace

Mission Preserve Homeowners: Anais Starr, Judy Preston, Janissa Strabuk, Sue McCormick, Jim Reisteter, Connie Muller, Jamie Seguino, Mary Williams

Staff: Melanie Brooks, Karen Swan

November 8th, 2021 Meeting

The virtual Zoom meeting was called to order by Mission Bay Preserve Board of Directors President, Meg Fair.

Approval of Minutes

Mark Gelernter noted there is a correction to typing under the Preserve Farming Program. Don Wallace made a motion for the approval of the September 13th, 2021 Preserve Board of Directors meeting minutes, with this correction, and Mark Gelernter seconded the motion. All were in favor and the motion passed for the approval of the September 13th minutes.

Treasurer's Report – Preserve

Treasurer's Report - Don Wallace, shared he is continuing the process of researching best practices for HOA financial management of budgets and reserves. He will present his findings to the Board to the Preserve HOA. He has shared with Melanie and Karen a handbook to study and recommend what protocols would work for the HOA.

There will be a set of standards written specifically for the Mission Bay and Preserve HOA, with the intent of adopting this for both communities.

Old Business – Preserve

Manager's Report – Melanie Brooks reported that all 2022 bids have been received and are reflected in the 2022 budgets. Snow contracts are signed. All 2021 projects have been completed. There are several concerns currently including bears in the neighborhood, construction refuse.

Preserve Beach/Boathouse Task Force – Mark Gelernter gave a report for the committee, including results of the beach facilities survey recently completed. The committee includes Preserve members Ginny DuBrucq, Greg McCormick, Mark Gelernter, Connie Muller and Mary Williams.

Survey: Mark reported that the survey showed an approximate 2 craft per house – and an additional 19 new watercraft over the next 5 years. Biggest concerns/interests were in providing a launch for getting into the craft – 24, a place to sit - 20, providing shade - 10, 3 for handicap access.

Regarding options for funding – 9 voted for no additional funding, the rest of the votes were split between a one-time assessment and incremental spending built into the budget. 30 responders supported a user fee.

Preliminary recommendations – Access/repair the bridge, control periodic water flow over path, consider more frequent trimming of trees and grass at boathouse area, consider the problem with driving to that area to drop craft off only, unless handicapped, and consider an allocated area for handicapped parking only.

There are currently approximately 45 boats stored, with needs for an additional 19 in next 5 years. If rate continues to grow, by full buildout the Preserve would need two more full size boathouses. . An immediate interim solution being considered is to rework the current gazebo to include storage. The group looked at images/sketches of proposed additions, prepared by Ginny DuBrucq, including the gazebo and deck areas. (See attachments to the minutes) They also are considering the possibility of a porta-potty – access to this would be near the parking lot cul de sac. The committee also provided a video of a proposed kayak launcher for the group. Greg McCormick has been investigating kayak launchers and researching options for Preserve use.

Mark shared that cost estimates need to be researched on items at the top of the list, and where the funds will come from. A time line for completions of the various projects will need to be developed depending on Board approval. Meg said the Board would take a look at the priority items and an approximate costs if these can be provided, then can look at approval and scheduling.

Preserve Farm and Trails Task Force – Meg asked for any Board comments on a letter Chuck Jarecki had provided to the Board with this commentary on the nature of farming, and his concerns with the task force. (attached)

Anais Starr, Task Force facilitator, commented on the letter and shared that she appreciated Chuck Jarecki's perspective and input. The new scope of work for this Task Force, developed by the Board, was discussed by the group. Rod McRae made a motion to approve this scope of work recommended from the Board for the Preserve Farm and Trails Task Force and Lynn McNamer seconded the motion. All were in favor and the motion passed. This Board recommended scope will now be forwarded to the Task Force.

Sue McCormick commented that this task force had initially had direction from the Board and asked what had happened to the original document prepared by Anais related to the goal of the task force and she recommended revisions in protocol/process for task forces. Meg shared that the information from Anais was received and is noted, along with the study from the task force, and on file.

New Business – Preserve

Morning Preserve Gate Opening – Meg noted a concern raised by Lynn McNamer regarding USPS package delivery difficulties now that the gate is closed at all times. USPS employees are not allowed to open a closed gate to deliver packages. Lynn said she canvassed Preserve residents as to their issues with package delivery and their opinions on keeping the gate open during mail delivery times. She proposed keeping the gates open during delivery times only. After discussion, it was agreed to experiment through the middle of January with keeping the gates open (9 -1, Monday through Saturday) to see if this alleviates the delivery issue. Melanie will set this schedule and announce to all Preserve homeowners.

Speed Limit Signs – Lynn said she was curious as to whether speed limit signs would be helpful in alleviating some of the “speeders” in the community. As a course of action, it was agreed to talk with contractors/sub-contractors when necessary, report resident speeders to the HOA office, and hold on the physical signs for now.

December Annual Meeting Elections – Meg reported that Mark Gelernter has resigned from the Board for personal reasons, so one position is open, and her term expires on December 31st 2021, so there will be two Board positions open. Mark will continue his work with the Design Review Committee. He said he has enjoyed participating on the Board and may look at doing so again in the future. Meg thanked him for his contributions and leadership.

The open terms are a one-year term for Mark's position, and Megs' term will be a full 3-year term. She said the call would go out for interested residents.

Budget Planning 2022 – Meg said there is new protocol regarding the development of the Budget for 2022. Don Wallace, Preserve Board treasurer, participated with Meg Fair, Karen and Melanie in developing the proposed budget presented at this meeting.

Karen Swan reported on the 2022 draft Budget and walked the group through the estimated year-end totals and the proposed 2022 draft budget highlights. The only proposed change in dues is for the Roads reserve, at \$3 per lot per month, to stay in line with the plan developed several years ago to build this reserve. Rod McRae made a motion to approve the 2022 Preserve draft Budget, and Lynn McNamer seconded the motion. All were in favor and the draft budget was approved. Karen then walked the group through the Reserve planned expenditures and totals.

Resident Contributions - Questions or Comments

No additional questions or comments were brought forth at this meeting.

Next Meeting

The next Mission Bay Preserve Board of Directors meeting will be held on Monday, December 6th, at 10:00 am. This will be a closed session for the purpose of planning the December 11th annual meeting presentation. 2022 meetings are planned for the second Monday of each month, with the exception of February and March, months there will be no meeting.

Adjourn

Meg Fair adjourned the meeting at 12:02 am.

Steps for Follow-Up

Melanie

1. Complete 2022 Preserve Draft Operating budget with Karen Swan.
2. Prepare all received bids for 2022 Preserve budget.
3. Continue to follow up with Clint Fischer in preparation of the Joint Ownership documentation.

Attachments:

1. Preserve Gazebo revision and sections
2. Preserve Gazebo revision 3D
3. New revised Deck
4. Picnic Table
5. Letter to the Board from Chick Jarecki