

MEETING MINUTES

Mission Bay Preserve Homeowners Association

May 29th, 2020 10:04 am | Meeting called to order by Meg Fair, Steering Committee Chairman

In Attendance

Steering Committee: Meg Fair, Cindy Dunshee, Dave Rittenhouse, Joe Kennedy, Lynn McNamer-Finance, Jamie Seguino-Finance, Rod McRae

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

Staff: Melanie Brooks, Karen Swan

Absent:

May 29th, 2020 Meeting

The meeting was called to order by Mission Bay Preserve Steering Committee Chairman and Board of Directors member Meg Fair. Meg shared that we are trying to formalize how many meetings the Preserve Steering Committee will have in each year. With no annual summer meeting in June there are Preserve projects to take care of for summer 2020.

This was an open meeting.

Preserve Financial Report

Karen Swan shared financial results for the Preserve from the first quarter of 2020 - January 1st through March 31, 2020. On the Statement of Revenues & Expenses: Income was higher than anticipated due to three lots in the Orchard section selling and capturing back dues on these lot s. Net revenues - shows \$8K - At the end of 2019, there was \$17 in revenues. \$9,725 was moved to the snow reserve and \$8K was kept in checking account as carryover from 2019. There is \$12,314K in the snow reserve as of 2019.

Approved Reserve projects for 2020 include \$6,500 for the Preserve haying operation - for new motor s, repairs to wheel lines.

Design Review Update

Mark Gelernter reported that there are currently two homes under construction, approaching completion, in the Preserve - Will and Suzanne Vince are building at 187 Pheasant Ridge, and Bill and Linda Lane are building at 112 Pheasant Ridge Court. Van Acker and Vince properties have temporary construction accesses that will need removal by homeowners. There are a few new projects in the early design stages. There are piles of dirt on the Lund lot to assess.

Mark shared that there are plans underway for a Preserve Design Guidelines revision, with consideration to items such as better descriptions of allowed building height (how is this measured), allowed tree sizes, earlier submittals for projects.

Preserve Project Updates

Canoe House - Mark shared that the canoe house (kayak shed) is bursting at the seams and new storage is necessary to accommodate new watercraft owners. There is a waiting list. Ginny Dubrucq and Greg McCormick, Preserve owners, have drawn up preliminary design suggestions working with the existing structure, to allow more boat storage by adding one more row . There is also potential for a second phase

of storage that would utilize the gazebo by adding shelves for smaller kayaks and paddleboards. Melanie shared that there may also be an option to extend the deck on the dock if a permit can be approved - to give more room when pulling watercraft of the boathouse. An estimate was received from Great Northern landscaping (the original builder of the Canoe House) of \$6300. Reserve expenditure allocations for this year already include Boathouse repair at \$2.5K and gazebo repair at \$1 .5K; an additional \$2.3 would need to be approved to complete the first stage of this project. The funds would be from Preserve general reserve funds. After discussion, the group agreed to proceed with this renovation but revise the estimate to a "not to exceed" number.

Common Area Conservation/Farming - Melanie noted that the farmer has done some re-seeding and spraying, and burning has been done on the east side of the fields. New motors have been added to existing wheel lines already in 2020 (approved for \$4.5K from reserve funds). The farmer, Mike Lien, has requested additional wheel lines be purchased to cover more of the field area. This would be a capital expense for the Preserve. The wheel lines are estimated to cost \$ 6.5K. It was agreed that more conversation is necessary with him, to decide whether to make this investment, to include Rod McRae, as he has most familiarity with this equipment/ operation. The current farmer pays all expenses but no lease to the Preserve. The benefit to the Preserve is in keeping the area watered and mowed, to prevent against fire dangers. It was agreed that as Mike Lien has now been farming for the Preserve for the past four seasons, it is time to re-evaluate his go-forward plan with the Preserve grounds.

Pond Update - Two of the aerators are working and two need repair s. There will be two alum treatments this season, to mitigate algae growth. It was agreed that a subcommittee of Preserve members will work on the repair of the aerators. Melanie said she has had questions from owners whether they are allowed to fish at the pond. The group agreed that as long as owners accompany kids it is fine.

Trails/Weed Control - Melanie shared information regarding the bidding process on landscaping for both communities. She included maps that the landscapers use for lots and common areas - weeds, trails, mowing. Dave Rittenhouse said they are still not accomplishing the weed goals for the Preserve and prior to the bidding process for 2021 discussion is necessary. Meg shared her concern that the employees of the landscaper are the ones doing the work and are not as educated as necessary to accomplish results. Additional gravel is needed on several trails and will be added by Treasure State- an estimate is 3 to 4 loads. They will deliver the gravel and it will be further disbursed onto the trails with a few Preserve residents to assist.

Preserve Gates and Roads - Melanie shared that bids are currently being obtained for the replacement of the two gate mechanisms on Hawk Drive and at Tundra Swan. The current mechanisms continue to work only intermittently and are becoming obsolete. The two current estimates from Mild Fence and from Montana Iron Creations put this work at \$15,500, to include both gates and new remotes. The new systems would have individual owner codes, light, emergency access, new remotes and programming from computer. Rod McRae suggested one other local company, Midland Door, to contact for an estimate. 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.

Melanie asked the group whether the gates should remain closed or open when the Community Center re-opens on June 4th. She is concerned that the Post Office does not deliver packages when the gate is closed. Fed Ex and UPS use their allocated codes but the Postmaster said they are not allowed to open the gates. After discussion the group chose to keep the gates closed (they are closed for a purpose) and to notify residents regarding the delivery situation with the Post Office.

New Business -

Preserve Bridge - Melanie noted that the bridge on the way to the beach and gazebo area has boards that are beginning to rot, and need replacement. Discussion was held on whether to replace this bridge or opt for a new solution, such as a culvert instead of a bridge. Guide rails could be added on the sides - to preserve decor these could be split rail. Sides could be sloped and size would be small enough so that golf carts could not access this walking path. Melanie will obtain estimates for options on this work. Suggestion for work timing include scheduling for fall - a permit may or may not be necessary.

Preserve Gazebo at the Pond - The group discussed potential ideas for the gazebo adjacent to the Preserve Pond. It is owned by Dennis Duty. There was one suggestion to move this to the end of the Pond, on the south side, and use it for small Preserve gatherings. Dennis said he was happy to donate this building to the Preserve if they would like to move and utilize it. This idea was not accepted as viable as it is difficult to move, not a lot of space, and there are swarms of mosquitos on that end of the Pond to infiltrate any gatherings, among other concerns. After more discussion, Dave Rittenhouse made a motion to allow Dennis one year (until June 1, 2021) to have this structure moved, and Lynn McNamer seconded the motion. All voted in favor of this motion with the exception of Dennis Duty.

Kennedy Resignation - Meg announced that Joe Kennedy has submitted his resignation from the Preserve Steering Committee and as one of two Preserve representatives to the Mission Bay Steering Committee. He has expressed his willingness to stay on through the summer annual meeting. Joe shared his thoughts that we include new owners when considering his replacement on the Steering Committee, and for the representing the combined facilities that it is more important to have background and experience with Preserve governance. Meg thanked him for his service, expertise, and contributions to the Community in these capacities. There is a position open for the second of two Preserve representatives to the Mission Bay Steering Committee, with Joe Kennedy's resignation. Dave Rittenhouse expressed his interest in representing the Preserve in the joint Steering Committee capacity. Rod McRae made a motion that Dave Rittenhouse be elected to this position by acclimation and Mark Gelernter seconded the motion. All were in favor and Dave Rittenhouse accepted this nomination.

Rod McRae suggested the group consider Gary DeNevi, or Bill or Linda Lane as a new member for the Preserve Steering Committee.

Meg Fair discussed a potential schedule for the Preserve Steering Committee as it moves to four meetings per year to include February, May, September and December (prior to the HOA annual Meeting). Also she suggested the Steering Committee develop term limits for the Chairman and Vice Chairman. This will be reviewed and discussed at the next Preserve Steering Committee meeting

Current Preserve Governing Committees:

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

Steering Committee: Meg Fair, Chairman -Cindy Dunshee, Dennis Duty, Dave Rittenhouse, Lynn McNamer, Rod McRae, Meg Fair and Joe Kennedy -Representatives to the Mission Bay Steering Committee

Finance Committee: Meg Fair, Dave Rittenhouse, Jamie Seguino, Lynn McNamer

Old Business -

Meg noted that the Community Center will be opening the courts and pool/spa next Thursday, June 4th. There will be proper sanitizers present and a daily cleaning schedule through-out the center. The exercise room will be opened at the same time, with a sign-up sheet and a maximum of two persons in the room at any given time.

The Great Room will continue to be closed to groups going forward, with a yet-to-be determined re-opening date.

Dave Rittenhouse asked about road crack repair. Melanie said this is scheduled in the fall, after Labor Day weekend. Rod and Dave expressed concern that the product used last time was not pliable enough, so Melanie will address this concern with Treasure State, the asphalt repair company, prior to the repairs.

Other Business Not on the Agenda

Melanie shared that she had double-checked with the Insurance company regarding any liability having Preserve homeowners work on projects throughout the community. In general, the only question would be if a worker damages something on a private owner's property. Rod McCrae has licenses for operating

equipment and weed spray. Dave shared that there were several owners interested in participating with upcoming projects.

Adjourn

Meg Fair adjourned the meeting at 11 :25 am.

Steps for Follow-Up

Melanie

1. Send newsletter with Preserve updates, and post the new June 4 Clubhouse opening information.
2. Stay abreast of developments as they happen regarding Governors directives for re-opening the state.
3. Follow through on obtaining estimates for the bridge project.
4. Follow up on kayak house rebuild, working with Ginny DuBrucq and Greg McCormick.
5. Complete asphalt crack repair this **fall**.
6. Complete gate project with an additional bid and work to be done this fall if possible.