

MEETING MINUTES

Mission Bay Master Association

Tuesday February 8th, 2022, 9:00 am via Zoom | 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, Pete Ridgeway

Staff: Melanie Brooks, Karen Swan

Homeowners: Sandie Hammer

February 8th, 2022 Meeting

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

Approval of Minutes

During the review of the minutes there was a question about adequacy of insurance coverage at events with alcohol. After discussion it was felt that the current coverage provided if liquor is provided, not sold, is adequate under the host liquor law and liability. Additional coverage can be purchased for \$100 per event. It was then asked if the biographies of those running for board election would be provided and they will be. After discussion of these two items, Pete moved that the minutes be **approved as corrected**. Allen Bone seconded the motion. Motion passed.

Mission Bay Master Association

Manager's Report – Mission Bay Master Association

Manager's Report – All the orders have been signed by the vendors and the Association. Board needs to sign work orders as approved by the budget. Still waiting on vendors and permits for Beach project. First mow 2 years ago was March 13th. Working on contacts with roads sweeping, painting and cleaning drains. Investigating if HOA paid for Eagle and Hawk Drives, as they are city streets and parking. Update on website project and seeking bids. Visited with Nathan who recommended that we do more intense work than originally planned. Gave Melanie a few more recommendations. Question about why all homeowners don't receive the emails sent out. Answer is the Owner has to request to be on the email news list and some do not want to be on the list. Bid made at each annual meeting asking people to update addresses or sign up to be on the list. Allen asked about fire hydrant checks, if fire department can check and making sure hydrants are visible and accessible.

Financial Reports – Karen presented MB Financial Statement Accounts Receivable. Discussion followed about maximum interest benefits and insurance coverage amounts with the amount of money deposited. Credit Union accounts are strictly savings. First Interstate Account for checking and banking. Mission Bay finished the year with a \$35,237.00 surplus which will go into Equity Reserves (in WFCU funds).

Master Association Committees

CCR Committee – Committee members are Pete Ridgeway, Ralph Brownell, Gary Goodman, Rick LaPiana, Tim Delaney, Allen Bone, Dave Coffman, Mike Shoquist, Melanie Brooks, Dave Koerner, and Wes Hankins. The committee has started the process. The first portion of the document has been reviewed. All comments will be compiled into one document for review. Overall goal is to make the CCR's easier to read and understand. Taking one portion of the document at a time to review. Any discussion of CCRs and Rules being separated. Rules can be changed by Board of Directors. Rules are listed at the back of the membership booklet.

Design Review Committee - No report

Old Business – Master Association

Hawk Drive entrance survey completed. Pursuing joint ownership with Preserve for Community Center and the Mission Bay. The entrance is owned by the Preserve. The Community Center by Mission Bay.

New Business – Master Association

Community Center Strategic Task Force Meeting. Information page and proposed diagram for restructuring of real estate space in the Center being absorbed into the Community Center. This design will be the starting point. Will start list with new contributions and ideas and review that list in April. This plan will be distributed to communities for input and attached to these minutes on the web page. Tim would like dimensions added to drawing. Request for also drawing up a plan that would switch the exercise area into the conference area for more room for group workouts and putting office in current exercise room space. Also requested adding a urinal in men's restroom.

Allen presented the Director Job Description for approval. Drafts from community members were combined into the current document. Committee prepared this draft. Has been presented to Board Presidents and Melanie for input. The document will go to Preserve Board after changes from this meeting. The job description will not be posted on the website.

Tim Delaney moved MBHOA board approve the document presented to the Board today. Pete Ridgway seconded. Motion passed. Tim asked an agenda item be added to next meeting to review a proposed summary of these responsibilities for the Board to approve to post to the MBHOA website.

Next item was a proposed rule for undeveloped lot maintenance during the summer. The proposal is that vacant lots be must be mowed per the following schedule beginning May 1, 2022. Mowed in the week of May 1, May 15, June 1, June 15, July 1, July 15, and after August 1st. Vacant lots must be mowed within a week following the date or the association will mow the lots and the owner will be billed. Following discussion about what was the best time for a last required mowing date it was moved by Pete that this schedule be adopted with the last mowing date for the summer on September 15th. Factors considered during discussion included fire safety, weed control and maintenance and how difficult a lot might be to mow the following spring if left un-mowed for too long. Melanie also requested that a weed control rule be added at this time. Gary Goodman seconded the motion. Motion passed. This will apply to every vacant lot owner maintained or not. If the lot owner does not mow or have the lot mowed within the 7-day time period, Mission Bay HOA will have the lot mowed and will bill the lot owner.

Resident Contributions - Questions or Comments

None presented.

Next Meeting

Ralph requested no meeting in March. Traditionally the February or March meeting is not held. Pete opposed not having a meeting. Tim felt it was not a good idea because there is a lot of business. Gary agreed especially with the Zoom connection. The next regular meeting will be March 8th at 9:00 am.

Adjourn

Pete moved the meeting be adjourned. Tim seconded. Meeting adjourned 11 am.

Steps for Follow-Up
