



MISSION BAY
HOMEOWNERS
ASSOCIATION
WELCOME BOOKLET

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Welcome!

To the Mission Bay Homeowners' Association.

It is our hope that you will enjoy this wonderful community and area as much as we do. It is a great place to live, and we welcome you to take advantage of all that the Mission Bay community has to offer. If you have questions or suggestions, we welcome those as well.

We sincerely want living in Mission Bay to be a terrific experience for you. Enjoy!

Mission Statement

The specific and primary purposes of the Mission Bay Homeowners Association, an association comprised of all owners of real property in Mission Bay of Polson, Montana, are:

- To promote the unique sense of community Mission Bay Homeowners Association provides its property owners;
- To own, operate, and maintain its various common areas and community amenities;
- To administer and enforce the rules and regulations set forth in the CC&R's and By Laws, as well as those rules and policies adopted by the Board of Directors; and
- To enhance and promote the use and enjoyment of the community for all its constituents, providing an atmosphere conducive to an active and fulfilling lifestyle.

Important Mission Bay HOA Policies

The following policies are included to provide you with information about the use of Mission Bay recreational facilities, pets, and garbage disposal. These policies originate in the Mission Bay CC&R's and By Laws. For more details, please review your governing documents. All documents are available on the Mission Bay HOA website at www.missionbayhoa.com

Clubhouse Usage Policy and Fees

The Clubhouse is intended to serve as a welcoming and social gathering place for Mission Bay homeowners. Members are encouraged to use the Clubhouse for social gatherings and activities that promote fellowship among Mission Bay HOA members and their guests.

The Clubhouse is also available for personal functions hosted by any Mission Bay HOA member in good standing. A member in good standing is defined as a current dues-paying member who owns a home or land within the Mission Bay or Mission Bay Preserve development.

Access to the Clubhouse and adjoining amenities is provided by individually coded key cards allocated to each homeowner. Additional coded key cards are available for purchase if a card is lost at a cost of \$50.

Clubhouse reservations are available on a first-come, first-served basis and should be made as far in advance as possible. A reservation is confirmed when the Clubhouse Reservation Agreement and the applicable deposit check, based on the room-charge schedule, are received by the HOA Manager.

The room and function calendar may be viewed on the Mission Bay HOA website and is also posted at the Community Center.

Room Charge Policy

No room rental charge applies to an event organized and sponsored by the Mission Bay HOA Board and/or Social Committee.

No room rental charge applies when use of the Clubhouse is open to the entire Mission Bay HOA membership and is organized for the members' use and enjoyment.

A room rental charge applies to any event or function where attendees are charged a fee, or when the event is not open to the full Mission Bay community. All other Clubhouse facility rentals are subject to the applicable rental fee and deposit.

If all rules and conditions are met, the deposit will be refunded.



Room Charge Policy — Continued

There will be no regularly scheduled events exceeding 4.5 hours in length.

All regularly scheduled Mission Bay activity groups must submit a new reservation request each year to ensure fair access for all homeowners.

There are no grandfathered events or recurring time slots.

Regular groups that do not use their reserved time slot and fail to provide at least 24 hours' notice to the HOA may forfeit that time slot and must reapply to the Board of Directors for consideration.

Event sponsors are responsible for all applicable rental charges and for any damage caused to the facility. For current rental fees, deposit information, or a facility rental form, please contact the Mission Bay HOA Management at 406-872-2990 or stop by the office.

Facility General Rules

Community Center Hours: 7:00 a.m. – 10:00 p.m.

Events After 10:00 p.m.: Special circumstances must be arranged in advance with the Mission Bay Manager.

Host Attendance: The Mission Bay HOA member sponsoring an event at the Clubhouse must remain in attendance throughout the function.

Noise: Please be considerate of neighboring properties and keep event noise at a reasonable level.

Maximum Capacity: Clubhouse occupancy may not exceed 100 people.

Tobacco-Free Facility: All areas of the Community Center are tobacco-free. Smoking is not permitted in the Clubhouse or any recreational facility.

Facility General Rules — Continued

Facility Rentals: The pool/hot tub and exercise room may not be rented. An HOA member may rent the tennis court or one pickleball court for tournament play for \$50 per day. The homeowner must be present at all times while the court is being rented.

Pets: No pets of any type are allowed in Community Center areas. Service dogs are not considered pets.

Attire: Casual dress is appropriate in the Community Center. Swimwear is permitted in the pool area only.

Guests

A guest is defined as an overnight visitor or an immediate family member. All other guests are considered invited guests.

All Mission Bay HOA facilities are available for use by Mission Bay and Mission Bay Preserve owners in good standing and their guests.

Homeowners must be present when family members and/or guests under age 16 use the pool, hot tub, tennis courts, Great Room, or exercise room.

Invited Guests

An invited guest is any guest of a Mission Bay HOA member who is not an overnight visitor or an immediate family member.

The homeowner must be present at all times when invited guests use any portion of the facility, except as otherwise permitted under the Mission Bay HOA Beach rules.

IMPORTANT ACCESS REMINDER

The Mission Bay Community Center main entrance door and the doors leading to the pool and tennis courts must NOT be propped open.

Pool & Spa Hours: 8:00 a.m. to dusk

Pool and Hot Tub

No lifeguard is on duty. Use the pool and hot tub at your own risk, and always be considerate of others.

Access & Supervision

All homeowners and guests must enter through the front door when using the pool and hot tub areas.

Children under age 5 are not permitted in the hot tub for health and safety reasons.

Children under age 14 must be accompanied by an adult.

Hot Tub Safety

Hot tub temperature will not exceed 102°F, as required by state law.

Hot tub use is limited to 15 minutes at a time.

Pool Use

Swim diapers are required for infants and small children using the pool.

Safety flotation devices and swimming goggles are permitted.

Toys, balls, Frisbees, squirt guns, and similar items are not permitted.

Running, diving, jumping into the pool or hot tub, boisterous conduct, unnecessary splashing, and throwing balls or Frisbees are prohibited. Members are expected to help monitor these activities.

Homeowners and guests must towel off before entering the building or locker rooms.

Food, Drinks & Glass

Glass containers are prohibited in the pool, hot tub, and upper patio areas.

Food is permitted only on the upper patio and is not allowed around the pool or hot tub.

Drinks must be in plastic or other non-breakable containers.

Music & Electrical Equipment

Personal sound equipment and amplified music may be used only with headphones. Music for water aerobics or approved social gatherings is an exception.

No electrical appliance, other than battery-operated equipment, is permitted within 10 feet of the pool.

Health & Adult Exercise Hour

Anyone with open cuts, wounds, or a communicable disease may not use the pool or hot tub.

The pool is reserved daily from 8:00 a.m. to 9:00 a.m. for adult exercise only.

Tennis/Pickleball Courts

Hours: 9:00 a.m. to dusk

Soft-soled tennis or athletic shoes are required. Hard-soled or spiked shoes are not permitted.

Homeowners and their guests have priority for play.

If a homeowner is waiting for a court occupied by guests, the guests should finish the current set and then relinquish the court to the homeowner.

Court opening and availability are dependent on weather conditions.

Exercise Room

Hours: Open 24 hours

Enter the exercise room through the interior Community Center door. The exterior door from the exercise room is for emergency exit only.

Clean tennis/athletic shoes are required to help keep dirt off the exercise equipment. Pants or shorts and a shirt are appropriate attire.

Homeowners have first right of use of the equipment.

When others are waiting, use of any individual piece of equipment is limited to 30 minutes.

Keep the rug area free of dirt and clutter so it remains available for stretching and floor exercises.

When starting a treadmill, straddle the belt, start the treadmill, and then step onto the moving belt.

Clean equipment after each use with the provided spray bottle and towel.

Return dumbbells to the rack after use.

Personal sound equipment or amplified music may be used only with headphones.

Be considerate of others when using the television. Keep the exercise-room door closed when the TV is in use.

If you are the last person to leave, turn off the lights, television and make sure all windows are closed.



Garbage

All garbage must be stored in sanitary containers within approved screened areas until collection day.

Arrange directly with a local garbage collection company for service.

Garbage receptacles may be placed at the end of the driveway the evening before a scheduled morning pickup and may remain curbside for no more than 24 hours.

Compost bins are not permitted.

Burning leaves or trash is not permitted.

Dogs/Pets

Domestic pets are welcome and are limited to two per household.

Kennels are not permitted unless approved by the Mission Bay Design Review Committee.

Pet owners must promptly clean up all pet waste. This applies throughout Mission Bay, including common areas and developed and undeveloped lots.

Dogs must comply with applicable leash laws throughout the community.

Dogs may not be walked on the golf course.

Beach Areas

Mission Bay Beach is for the exclusive use of Mission Bay property owners and their guests.

Mission Bay Preserve Beach, the Canoe House, and adjacent trails are for the exclusive use of Mission Bay Preserve property owners and their guests.

Authorized vehicle hang tags must be displayed when parking at the Mission Bay beach area.

Vehicles not displaying an authorized hang tag are subject to towing.

Beach hours are 7:00 a.m. to 10:00 p.m.

Mission Bay follows City of Polson dog leash laws. Dogs may not run free in beach areas.

Motorized watercraft may not be launched from beach areas.



Complaint Process

To file a complaint, contact the HOA Manager. The complaint should identify the applicable CC&R or By-Law violation and must include the complainant’s signature. The complainant’s identity will be kept confidential; however, complaints may not be anonymous. The CC&R Committee will review the matter and take any action deemed appropriate. Complaint forms are available on the Mission Bay HOA website or from the HOA Management.

Process for Violations

Complaints may be made verbally or in writing. They are confidential, but not anonymous.

The reported violation should be verified within 24 hours.

A written notice of the violation is provided, with 30 days allowed for correction.

If the violation is not corrected fines may be imposed.

Mission Bay Committees

Board of Directors
Finance Committee
Facilities Committee
Design Review Committee
Sub Associations Committee
Compliance/CC&R Committee

Board of Directors meetings are held monthly. Meeting reminders are posted on the Mission Bay HOA website and bulletin board, and meetings are generally open to all homeowners.

For current committee membership and contact information, refer to the Mission Bay HOA website or contact the Mission Bay Property Management office at 406-872-2990

Quick Checklist - Rules, Regulations & Suggestions

Rules & Regulations

All pets must be leashed. (Items 1 and 2 are also governed by City of Polson ordinances.)

Pet waste must be picked up and properly disposed of. Dog waste stations are provided throughout the community.

Cars, trailers, boats, and RVs may not be parked on streets or vacant lots.

Boats, trailers, and RVs may not remain in an owner's driveway for more than 72 hours.

Yard landscaping, including trees and shrubs, must be properly maintained.

Undeveloped lots must be mowed and kept free of weeds during the growing season.

Outdoor burning is prohibited except in approved fire pits, barbecues, or fireplaces.

Snow from driveways may not be pushed into the street. Snow should be moved to the owner's side yard. (City of Polson ordinance.)

Garbage containers may be placed outside only on pickup days and for a maximum of 24 hours.

Parking in designated Community Center parking areas is limited to 72 hours.

Safety Concerns & Suggestions

House numbers should be clearly visible at night on both homes and monument signs.

Intersections should maintain a clear line of sight for approximately 50 yards in either direction, at the property owner's expense.

The speed limit on Hawk Drive and Eagle Drive is 25 mph. A speed of 15 mph is requested on all other community roads.

Yield to non-motorized traffic, pedestrians, and golf carts on community roads.

Garage sales are limited to the annual Mission Bay community-wide garage sale each summer. Estate sales associated with the sale of a home are permitted.

Mission Bay HOA Website

Visit www.missionbayhoa.com for current CC&Rs, By-Laws, regulations, and other HOA information.