

**Minutes of the Mission Trace Homeowners Association Board of Directors meeting
September 21, 2021**

Board members present: Maggie Priesmeyer, Jeff Hengel, Mary Anne Bryan, Nancy Feagin, and Betty Harper
Board members absent: Owen Seidenberger, Antonio Talayero, and Nora Fellows

6:30 P.M. Established quorum. Called meeting to order at 6:30 p.m.

6:30 P.M. Bob Ray complimented board members for working together during the transition away from CIA and back to being a self-managed homeowners association. He suggested name tents for board members. Barret Schultz asked when financials would be available stating that financials have not been available since May.

6:45 P.M. A motion was made by Nancy Feagin to approve the minutes of the August 17, 2021. The motion was seconded by Jeff Hengel. The minutes were approved by a majority vote. A motion was made by Nancy Feagin to approve the minutes of the special meeting of August 31, 2021. The motion was seconded by Betty Harper. The minutes were approved by a majority vote.

There were no decisions made between meetings and no unannounced meetings.

7:00 P.M. Old Business - Committee Reports

Amenities: Jeff Hengel stated that the closing of the pool would be announced soon and that he now is managing distribution of pool keys. He and his committee are working on the Pool maintenance RFP stating that the budget year is January through December now. Jeff is getting estimates for the electrical box work that needs to be done by the tennis courts.

Community Relations: Tony Rivera, in Nora Fellows absence stated that the community relations committee is working on the Harvest Day event scheduled for October 30 from 3-8pm. They will have a large Bounce House that is being donated by Mr. Rivera. Releases must be signed for anyone using the bounce house.

Administration: Maggie reported on the progress being made on the transition. We have save over \$13,000 by terminating contracts with maintenance, pool and grounds companies that were in breach of their contracts. Our attorney prepared and filed the required documents that updates the Property Code for homeowners associations and these new documents were available on a Mission Trace website (still under construction but available) well before the midnight deadline, thanks to Bryce Harper and to Neal Shaver.

Community Relations: Maggie knew Nora and her committees were planning an event in late October and that Nora was looking for a drainage engineer to look at several properties.

Administration: The transition is moving forward and we hope to have everything in order shortly. We did negotiate settlements with 3 vendors saving us almost \$14,000. Our attorney prepared and filed the legislative changes to the property code and they were placed on a website before the deadline. Our new website is up and looks quite nice and it is still a work in progress.

Question from the audience about the transfer of funds and returning it to MR&R. Nancy stated that Owen is out of town but will make certain the funds are returned to MR&R.

Tony Rivera, one of the committee members of Community Relations committee, spoke about the Community Relations event scheduled for October 30. It will be a family oriented event from 5 to 8pm. There will be smores and lots of fun for all. There will be a Moon Bounce. A release must be signed for anyone using it. We have had them before at birthday parties. The cost or approximately \$120 is being donated. The location of fliers and a sign reminding everyone about the October 30 event was discussed at length. Putting a flier on garage doors is not a good idea. A short Eblast would also be effective.

Controlled Access: There was a leak in the guards bathroom but Nancy found a plumber who fixed it for just over \$300.00. Mary Anne reported that the quite a few auto gate decals opened not only Mission Trace gate but some other gated communities as well and vice versa. Mary Ann will be replacing those decals with new decals to ensure that only Mission Trace residents can enter our automatically opening gate. Mary Anne also reported that her committee is working on formalizing policies for Controlled Access.

Grounds: The city picked up 3 large piles for approximately \$300.00. The tree on Morning Mist has been removed. The tree on the rood has been an issue since May. No response from CIA. Nancy made a motion to spend up to \$1650 to have that large limb removed and trimmed. Mary Anne seconded and the board voted to approve unanimously. The tree on Big Meadows was addressed with a motion made by Nancy to remove the tree, broken limb and clean up the area for no more than \$950. Jeff seconded the motion. The board voted to approve unanimously. There has is an epidemic of Johnson grass. Solitude Lake Management did some work in May but were never paid .. the office received a Certified Letter demanding payment immediately. Still some additional storm damage .. may never finish.

New Business: The open position for Engineering was briefly discussed. Mary Anne nominated Karen Vaught. Nancy seconded her motion. The vote of the board to approve the nomination was unanimous.

Nancy announced that she and her committee have developed Landscape Standards that enforce our natural landscaping. Even our letterhead states that we are a natural community – harmonious with nature. Some residents have encroached on our common area making it difficult for our landscape crews to be efficient. Permission must be obtained for anything, including lighting that a homeowner wants to place on common areas. If permission is granted, maintenance is mandatory! She moved that the board adopt these new standards officially and file them with the city. Mary Anne stated that she believes safety should be the focus. Linda Toledo stated that the new standards should be shared prior to being adopted. Nancy moved to adopt the Landscape Standards and Jeff seconded her motion. The board voted to adopt the standards unanimously. The diffusers in the pond are not working. Solitude Lake Management, who had to send us a certified letter to get payment for work done in May, would not schedule any work to look at the diffusers until that overdue bill is paid. Maggie asked if Solitude had actually sent the bill to CIA. Betty responded, "Yes because Solitude asked if they should continue to send bills to CIA.." and she stated that she answered "NO Please don't". In addition to this situation, a SAWS bill was very overdue. SAWS would not accept a credit card or check. Betty had to get a cashier's check, drive across town and hand deliver that cashier's check to pay the bill. Again, we have been paying more than \$3600 each month to CIA to take care of our bills and accounting. A resident asked could we not take legal action. Maggie answered that it was time to move on and avoid the expense of litigation.

A resident stated that it is important that all our rules be enforced equally.

The regular meeting was adjourned at 8:38pm.

The board then went into Executive session at 8:45pm.

Delinquencies, budgets, and compliance issues were discussed.