

MSPOA Board Meeting Minutes

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| DATE: | January 31, 2020 | | | |
| LOCATION: | Smugglers Den Consejo, Corozal District | | | |
| ATTENDEES: | Marvin Horton, Chairman Kristine Arnason, Secretary | X X | Patrick Ehnes, Member-at-large Doug Bellamy, Member-at-large (via conference call) | X X |

I. Opening of meeting by Chairman:

- Call to order by Marv Horton at 10:01 am
- Marv asked Secretary to verify quorum- Kristine Arnason confirmed we have quorum
- Opening remarks/mission statement read by Marv Horton
- Approval of November 28, 2019 meeting minutes as distributed: **Motion** made by Kristine Arnason, seconded by Pat Ehnes to: **"Approve the minutes of the November 28, 2019 as distributed."** Motion carried: KA, MH, DB, PE

II. Executive reports:

- Treasurer report in BZ dollars- As of December 31, 2019, cash on hand of \$102,278.68; bad debt of \$1,576 for one lot owner (2 lots) outstanding. We leave \$90,000 in allocations (see report) which leaves us a balance of \$10,702.68 in reserves.
- The 2019 budget was \$70,374 with an actual of \$70,170. Though we were hoping to come in about \$5,000 under budget, the last month the board approved some new equipment for grounds staff, and authorized the work to be finished under the palapa, by the pier entrance and boat launch area, and to finish the trails by the mounds. That said we still stayed under the 2019 approved budget.
- 2020 Annual Fee Update- 62 lot owners have paid, so about 60% complete as of this morning

III. Committee reports:

1. Grounds- Completed work to the palapa area, re-leveled the path entrance to the pier with stone, added rock to the boat ramp area, the paths by the mounds were topped up with gravel and finished with stone. Next month, the paths on the entrance common area will be worked on.
2. Facilities- Issues with water system in last month causing a water disruption while waiting for parts to replace. Water consumption triple from last year. Suspected leak will be investigated by troubleshooting this Saturday. Added speed bump to Old Smugglers road, and repair to existing speed bumps.
3. Welcome- Kathy Luna & Mike Lamb, Robb Olson & Sue Horton, Martha Simpson & Bob Jacobs

IV. Outstanding business:

1. MSPOA land transfer from RPL
10/31/19 – *Further discussions on hold until lease finalized*
11/29/19- Meeting will be requested with those involved in the lease negotiations in order to gain further understanding of next steps.
01/31/29- Spoke with lawyer who advised we cannot proceed with any transfers until lease certificates are back in our possession after completed at land department. Lawyer advised a private evaluation of land is pointless as the current government is re-assessing purchases and charging extraordinary stamp taxes. Our lawyer is representing many clients that are disputing re-assessed values. Suggest to close this from the outstanding business; it can be added later as a new business item at a later date
CLOSED

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2. MH: MSPOA lease with RPL
10/31/19- *Everything was completed and sent for registration with the Belize Land Department*
11/29/19- Meeting will be requested with those involved in the lease negotiations to obtain any updates, have an opportunity to ask questions on next steps etc.
01/31/29- Lease is legal binding contract, but since it is over 2-year term they must be registered with land titles (each parcel separately) That is almost complete.
3. KA: Update on community top 5 priorities
10/31/19- *In the interest of time, consensus was to defer this item for a separate meeting*
11/29/19 – Deferred until the entire board can be together to discuss- likely mid-December
01/31/29- This document was recently reviewed and distributed to board members. Over 60 items were completed. It will be maintained as a living document to reference for action planning for future improvements, and suggest to close this from the outstanding business.
CLOSED
4. KA: MSPOA Guidelines for Committees document
04/03/19- Action item to complete a draft of the guidelines for committees document – Draft completed
10/01/19- Draft went out via email to owners for review/feedback due November 1
10/31/19- No feedback received to date. Once deadline has passed, board will approve updated document
11/29/19- Clarification on 10/31/19 update- There was no requests from community for any changes (some kudos thank you!) received, however these documents were vetted through the Grounds and Facilities committee team leaders in advance of release to the community and feedback was provided to the board. Board will proceed to make motion to approve the documents to be done by next board meeting.
01/31/29- Document was approved and implemented in January 2020, this can now be closed.
CLOSED
5. KA: Address health concerns due to standing water on certain property owner lots
10/31/19- Good communication and cooperation with lot owner to get this resolved. One lot has been completed, with additional work to be done on the second and third, communication is ongoing.
11/29/19- Communication ongoing with owner, expect some additional work to be completed in December.
01/31/29- Owner trip was delayed in December, waiting for update.
6. Current grounds condition update – discussion on work being done; noted that fertilizing and watering of palms completed, maintenance ongoing.
DB: recommends removing dead growth on palms- Marv/Pat will work with Barry on getting that done
11/29/19- Dead palms removed and work is ongoing. Board agreed maintenance of what we have is the priority before adding any further plantings with the exception of replacing any of the existing palms that may not survive the drought.
01/31/29- work to continue, new grounds team leader Ian Graham- Welcome Ian
CLOSED
7. 2020 Budget- discussion on what has been completed and what is left outstanding
11/29/19- Work will be completed in December with the goal to release shortly thereafter receiving sufficient board approvals.
01/31/29- Draft was circulated and awaiting board approval for distribution
Grounds Contract with Chris Loza signed, contract value \$22,560 minus \$12,672 paid by owners for the lot clearing portion equals a balance of \$9,888 per year paid by MPSOA funds, which breaks down to \$824 BZ per month for ground maintenance and annual water system preventative maintenance and road work 4x per year (3 employees provided by Chris Loza).

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8. 2020 Board Elections/AGM Date
11/29/19- Discussions ongoing; will research with past board members possibility of changing AGM date to January 2020
01/31/29- Meeting set for February 12, 2020- Two positions up for election; this can now be closed
CLOSED
9. Task List/Job Descriptions for MSPOA employees – **Received from Barry Fitzgerald, Grounds Team Leader. The board of directors to review and have a period of time to ask questions, adjust it as required before implementation in January 2020**
01/31/29- Task List was reviewed/updated and is now in place; this can now be closed
CLOSED
10. Speeding/Speed Bumps on Old Smugglers Road & Puma Path -**Board of directors received owner concern about speeders on Old Smugglers Road and current diminished condition of the speed bumps- Marv will arrange with facilities to fix existing bumps as soon as possible; in addition, board will look at the possibility for another bump on that road and additional signage with reflectors in December 2019.**
01/31/29-Thanks to Kenny in Facilities and the volunteers for getting this work done; this can now be closed
Notation: notice of people driving around speed bumps may need to look at placement of barrier to stop owners from driving on lawns to avoid them
CLOSED

V. New business:

1. Consejo Neighborhood Watch (CNW) Request for placement of donated security camera- Camera has night vision capability, has a waterproof solar panel and SD Card was donated to CNW by a concerned Mayan Seaside neighbor. The most logical place for it to be mounted would be on the Puma Path sign. This placement ensures that it is pointed towards Old Smugglers Road and away from peoples homes. The camera is purely for vehicle and number plate recognition as they slow down for the speed bump. There will be no cost Mayan Seaside. Does the board approve the placement of this camera? **Motion** made by Pat Ehnes, seconded by Kristine Arnason to: **"Approve the placement of a security camera in Mayan Seaside."** Motion carried: KA, MH, DB, PE
CLOSED
2. MSAC Committee Changes Required
The word "architecture" in this committee name is misleading. The reality is this board can only be responsible to ensure the proper set backs are adhered to, and is concerned with the power and water placement. Reference for building codes in Belize should be to refer to the Belize Building Authority only, and not quote requirements which could be outdated and put the board at risk of liability.
Motion to change name from MSAC to something more appropriate (suggestion of SPAW- Setback, power and water) and reevaluate/update all documents and procedures as a project.
3. Pier Repair and Replacement
Needs repair in 2020. This will need to be on put this on the ballot for community vote/approval.

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VI. Questions from the Community Members (submitted via email prior to meeting date)

Q: Can we get a copy of the lease?

A: Once we have finalized copy, owners can view a copy of the lease by setting an appointment with the Chairman, it will not be distributed.

Q: When will there be a meeting to discuss the future possibility of a land transfer and the process that needs to occur to look into that the feasibility?

A: For reasons stated previously, this will be put on hold.

Q: Community events- Can the welcome committee use the Member Directory and start sending out emails (in addition to posting in the Mayan Seaside Facebook page) to those, and others in the area (ie. Wagners Landing, Consejo Shores) to let them know about community events and gatherings?

A: Our understanding of the community directory is that all owners listed in it have given prior permission to do so and understand it is for community distribution. The board sees no problem with this approach and welcomes it as the communication of social events would not be considered a board activity. The board will request a copy of the item for distribution prior to any release.

VII. Adjournment of meeting by Chairman:

- **Motion** made by Pat Ehnes, seconded by Kristine Arnason to “**Adjourn the meeting at 10:32 am**”. Motion carried: PE, KA, MH, DB