

MSPOA Extraordinary Board Meeting Minutes

DATE:	November 25th, 2023, 10:00am CST			
LOCATION:	102 Seaview Drive, Mayan Seaside, Consejo, Corozal District			
INVITEES:	Marna Stahlka, Chairwoman	X	Rick Keating, Member-at-Large	X
	Kristine Arnason, Treasurer	X	Kathy Luna, Member-at-Large	X
	Susan Glaze, Secretary	X		

Opening of meeting by Chairwoman

- Meeting called to order at 9:04 am.
- Secretary to verify quorum – quorum verified.
- Chairman to read mission statement- **“To create a culture of kindness and respect within our community and with nature that builds a safe and sustainable environment.”**
- Approval of March 7th, 2023 Board Meeting Minutes as distributed: **Motion made by Kathy Luna, seconded by Marna Stahlka to: “Approve the minutes of the March 7th, 2023 meeting as distributed.” Motion carried: MS, KA, SG, RK, KL.**

Executive Reports:

- Treasurer:
 - Payroll-- The Board passed a motion to increase the weekly payroll figure by \$20 BZ per week to our full time grounds staff member.
 - Grounds Contract-- The Board passed a motion to approve the 2024 Grounds Contract with Chris Loza Services in the amount of \$25,200 BZ which includes an increase to contract pricing for rising fuel costs, maintenance costs etc. This will result in an increase to vacant lot owners using the yard service of \$32 BZ annually. The remainder of the increase will be paid by MSPOA for their portion of grounds and road maintenance in the common areas.

Outstanding Business

1. Reserve Fund Study:
 - 02/07/23 – The new board will review the existing budget and offer feedback on the possibility of restructuring the reserve fund.**
 - 03/07/23 – Nothing new to report at this time.**
 - 11/25/23 – Nothing new to report at this time.**
2. Red Dirt Issue in Seafront Park:
 - 04/14/22 – We received an email from one of our owners regarding the red dirt blowing into their house especially with the high winds (see Q1 below). This is an issue that’s been left too long. Greg and John will take some measurements of the area to get an idea of square footage if we opt to go with a marl and grass plug solution. We will source viable options and get feedback from the community on how best to proceed.**
 - 02/01/23 – We topped up the section around the Palm Garden with 3 loads of marl. We will let this settle for a few months. Closer to rainy season, we will transplant some grass plugs from the Palm Garden onto the marl. If this proves to be a viable solution, we will top up other sections with marl later in the year or early next year depending on budget.**

“To create a culture of kindness and respect within our community and with nature, that builds a safe and sustainable environment.”

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Cost to date to address this section (Section 1) = \$1,080. This figure does not include labor cost to transplant the grass.

02/07/23 – Nothing new to report at this time.

03/07/23 – This project is on hold until closer to rainy season when we will transplant the grass plugs from the Palm Garden onto the new marl.

11/25/23 – The grass does not appear to be growing across the newly spread marl as well as we had hoped so we are looking at alternative options.

- 3. Fiberglass Stairs – Dock Stairs; Maya Beach; 2nd set Dock Stairs; Sunrise Beach:02/01/23 - We are working on obtaining additional quotes for new fiberglass stairs. We have reached out to Johan Wiebe who built the fiberglass dock stairs for an estimate. He is currently onsite building two homes. He will advise when he has an opening in his schedule. We will also consult with him at that time with regards to repairs to existing dock stairs and the addition of the second handrail.**

02/07/23 – Nothing new to report at this time.

03/07/23 – We are still waiting on Mr. Wiebe to give an estimate.

11/25/2023 – Fiberglass stairs have been installed at Maya Beach.

CLOSED

- 4. Smugglers Road Maintenance Project:**

02/01/23 – Phase 1 was completed in November. Phase 2 is 90% completed. The trimmer quit working about 3/4 of the way down the road. They will finish this section on Saturday. Due to scheduling conflicts with the Town Board equipment, Phase 3 has been put on temporary hold until the equipment becomes available.

02/07/23 – Phase 2 is now completed. Phase 3 is still pending.

03/07/23 – We spread 1 load of marl at the entrance to Smugglers Road leveling off the low section. We continue to wait on the Town Board equipment to move forward with Phase 3 of this project. To date, we have received \$2,865 in donations and have spent \$1,420 in expenses on Phases 1 and 2 plus this recent load of marl. All funds received will go towards the ongoing maintenance and upkeep of Smugglers Road.

11/25/23 – As this project is an ongoing maintenance item supported solely by private donations and not by MSPOA funds, we are removing this item from the agenda. We will continue to update the community via email on the work being done as well as an accounting of the funds.

CLOSED

- 5. Transfer of ownership of parklands and easements:**

02/01/23 – Art Higgins (owner of RPL) has requested that we start to put into motion the transfer of ownership of parklands and easements. We are going to do some research into this and look at some options.

02/07/23 – Nothing new to report at this time.

03/07/23 – We are still gathering information on this.

11/25/23 – Nothing new to report at this time.

- 6. Ongoing Seafront Park Maintenance:**

02/07/23 – We've completed several maintenance items in Seafront Park. We still need to address the Palm Garden by cutting down the dead tree and giving it an overall refresh (eg. transplant sponge grass, level off dirt, add a few new shrubs, possibly top up with gravel). Another item that was mentioned was topping up the remaining paths (around the pond and pond access) with chippings like the rest of the paths for easier mobility. This was actually brought up last year by a few community members. Cost for this

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project will be substantial at \$550 per truck load (at least 4-5 loads) plus labor cost to spread the material. We would need to look at getting donations to offset some of the cost for these projects so as not to dip into reserves. Some owners may want to "adopt" a project to offset costs.

03/07/23 – We cut down the dead tree in the Palm Garden. We will give the garden an overall refresh a little closer to rainy season.

11/25/2023 – Work continues on the Palm Garden.

7. Multi-Purpose Court:

02/07/23 – A suggestion was made to turn the two shuffleboard courts into one multi-purpose court for both shuffleboard and pickle ball opening up another activity for the community to enjoy. This could easily be accomplished by paving the small section in between the two courts. We would then repaint the surface to accommodate both activities. We will look into costs involved and then approach the community for donations.

03/07/23 – We received 1 estimate and should receive a second one this week. We also received 2 generous anonymous donations in the amount of \$1,000 towards this project.

11/25/23 – We are looking to move forward with this project. We currently have \$1,500BZ in donations. We will update everyone as we know more.

New Business

1. 2024 Maintenance List:

11/25/23 – A list of Maintenance Items has been compiled and we will be reaching out to community members for assistance. Included on this list are the following:

a. Dock: Perform visual inspection of dock and repairs as needed.

b. Dock Stairs: Raise and repair dock stairs. Add second handrail.

c. Maintenance Building: (1.) Clean and paint metal garage door. (2.) Remove and repair bathroom door. (3.) Replace bathroom fixtures as needed. (4.) Refinish bathroom cabinet. (5.) Replace lighting as needed. (6.) Pressure wash and re-coat roof. (7.) Repaint building. (8.) New awning over bathroom door.

d. Gazebo: Repair damaged railings. Pressure wash. Paint structure. Varnish table.

e. Electric Meter Kiosks: Touch-up paint as needed.

f. Benches/Tables: Touch-up paint as needed.

g. Palm Garden Hose Pipes: Move two (2) hose pipes approx. 3 feet into the Palm Garden to allow for easier access for mowers.

h. Maya Mound Path: Add approx. 17ft. of large border rocks along the path behind the large mound.

i. Seafont Park Path: Repair low section of new path. Define mower access across path.

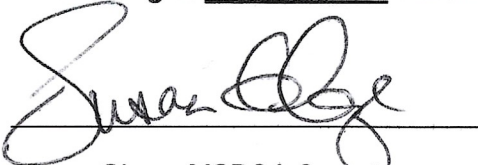
j. Maya Beach: Move one (1) table and one (1) bench to this area to allow for more seating.

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k. Community Roads: There is a lot of washout on the community roads. The Board agreed that a more durable material needs to be used for road repairs. After consulting with outside sources, it was agreed that a 3-in-1 material is optimal. Material will be ordered and we will begin road repairs within the community within the next few weeks.

Adjournment of meeting

- Motion made by Kristine Arnason, seconded by Marna Stahlka to "Adjourn the meeting at 10:29 am". Motion carried: MS, KA, SG, RK, KL.



Susan Glaze, MSPOA Secretary