

Mission Manor

Meeting Minutes

Pool Area

Mission, Texas 78572

Dec. 9, 2021

T. Retka, MM Member At Large called the meeting to order at 8:30 am.

Members attending: P. Bond, A. Tunseth, D. Solis, B. Salinas, N. Ewasko, T. Retka, D. King, A. Garza and M. Clary also attended.

Agenda Points:

1. Welcome: T. Retka welcomed everybody and thanked A. Garza and M. Clary for being interested in possibly being part of the Board of Directors.
2. Community Issues: There were no community issues.
3. Minutes Approval: November 11 Meeting minutes were read by all members. T. Retka motioned to approve the minutes and P. Bond seconded the motion. Motion carried.
December 9 Meeting Minutes were read by all members. T. Retka motioned to approve the minutes and P. Bond seconded the motion. Motion carried.
4. Treasurer's Report: \$38,336.74
 - Dues collection: P. Bond informed that as of today there have been 13 dues out of 109 collected. T. Retka reminded P. Bond to keep a list of the names and addresses of the dues collected. She is doing that. This list will to be used as reference in case the association needs to provide Due Reminders letters to those residents who are unpaid near the end of Jan.
5. Updates:
 - Pool Company Change: D. King informed that RGV Sparkling Blue Pools will officially start their services tomorrow December 10. The company will need a pool key. He asked D. Solis for a pool key. D. Solis at this time asked for another member along with him sign the receipt when giving out pool keys and also the names of the vendors who have pool keys. D. King provided the names of: Rey (utility man), Francisco (Pancho) Guerrero (grounds keeper), Maria Morolez (bathhouse cleaning maintenance) and Cesare (from Rio Bravo Irrigation). He also volunteered to sign the receipts with D Solis. T. Retka asked if the Hamlin Pool termination services letter was sent. B. Salinas informed that the letter was sent December 8.

- Tree removal: D. Solis provided information on Trevino's Landscaping. Their charge is \$800.00. P. Bond asked the company who trimmed the palm trees and they also charge \$800.00. D. King said that Ariel's Tree Trimming, who has done other landscaping jobs for the association, charges \$600.00 for the tree removal. T. Retka motioned to approve the \$600.00 bid. A. Tunseth seconded the motion. All members approved the motion. Motion carried.

6. HR 1588 Requirements

T. Retka explained that MMHOA to be in compliance with the HR 1588 needs:

- a volunteer community member to be part of the Architecture Committee. He explained that MMHOA Board of Directors cannot be part of this committee. Norma Evasko will have to leave her position on the Architectural Committee.
- to file a completed Management Certificate. T. Retka handed out a draft management certificate to everybody. He went through each section and explained all the information he already obtained from previous documents and the Hidalgo County. He asked all members to look at number 8 and explained that MMHOA has never charged for a property transfer documents fee. He said that HR 1588 allows HO Associations to charge up to \$375.00 for property transfer documents. He proposed a fee of \$200.00. P. Bond and D. Solis recommended \$100.00. D. Solis volunteered to contact other associations to seek for more information about this issue. Board members seemed uncertain of a decision because the MMHOA has never charged for this procedure. Due to the hurry to come to a decision to complete the certificate as soon as possible, T. Retka motioned to approve to charge \$200.00. A. Tunseth seconded it; the majority of the members approved the motion. Motion carried.
- to update the MMHOA website to include: MMHOA Declaratory Instruments (Covenants and Bylaws) – L. Graham has already posted the MM Covenants and Bylaws to the MM website. D. Solis suggested for a second person to be trained on how to run the MMHOA website. MMHOA Basic Rules and Pool Rules – D. King will look for the digital version of these rules. The basic rules will probably need updating. After updating, digital copies can be supplied to Lois to post on the MMHOA Website.
- T. Retka asked B. Salinas to type the handwritten Management Certificate draft to review next meeting.

7. Future MM Operation- to be discussed next meeting.

8. Next Meeting: December 16, 9:00 am at Pool Area