

## **Board Meeting Minutes – Villages of Garrison Creek Master Association**

Board Meeting, June 3, 2013, 7:30pm @ Baker Boyer Bank Plaza Community Room  
(Refer to attached exhibits)

**Attending Board Members:** Doug Botimer, Don Coleman, Allan Fisher, Sam LeFore, Nancy Nichols, Scott Towslee, Roger Williams

**Other Attendees:** Financial Assistant: Jim Hall

Guests: Jayne DiDario, Donna Fisher, and Jane Williams

**The Agenda** was Accepted by unanimous vote.

**Members Forum** - Jayne DiDario spoke of her experience regarding the attractiveness of the Villages to buyers that she shows property to in town.

**Consent Agenda** – The consent agenda was adopted by unanimous vote.

**Developer/ARC Reports** – Doug Botimer gave a report regarding the status of new homes in the Villages.

**Reserve Study and Funding** – The reserve study and future funding of the reserve fund was discussed. See attachments page 1 and D, E, F, G, H, I

**Review of Budget and Expenses** – Budget and expenses were reviewed see attachments B & C.

**Projects Review** – Projects were reviewed and funding sources were identified. The board authorized the use of reserve funds for the following projects (as money has been placed in the reserve fund for all of these projects in previous years):

- Walking Paths - Creekside tree removal & sidewalk repairs
- Roads – Edges, Cracks, Sealing, and installation of drains as needed to prevent standing water and preserve the asphalt.
- Pond Cleanup/Renovation

**Drains** – A motion was made and passed to authorize the board president to hire the City of College to clean out drains as necessary.

**Management of Irrigation and Watering** – A motion was made to authorize the board president to negotiate and proceed with obtaining and establishing ongoing control of irrigation lines in the walking trails. Passed by unanimous vote.

**Meeting was adjourned at 9:00 pm.**

Respectfully Submitted  
Allan Fisher, Secretary/Treasurer

### **Brief Review of Reserve Study**

- Note: WA Law Requires a Reserve Study – it does not require a reserve fund to be funded. The decision of how much money should be set aside is left to the board.
- Note that once money is put into reserve RCW 64.38.075 limits what can be done with it. So it follows that careful planning not to overfund the reserve would be wise.
- Explain Baseline Funding Model
- Board needs to decide on a prudent funding level (not too little – and not too much).

### **Review Budget and Current Expenses**

### **Review Projects & Estimated Costs. Identify funds and prioritize**

- Creekside tree removal
- Sidewalk repairs (See Reserve Study for 'Walking Paths')
- Roads – Edges and Cracks. Sealing. (See Reserve Study)
- Road Drains – (Reserve Fund?)
- Signs – (Road Reserve)
- Ponds – (See Reserve Study)
- Ongoing Weeding/Pruning
- Irrigation management/repairs

### **Things we need to improve on**

Radio controlled timers prevent us from managing our own water. Plants are dying. We could have better results with water management and save \$\$\$ if we could get a volunteer to manage each walking trail irrigation system (set timers and repair leaks). 90% of problems can be fixed in 5 minutes with .50 worth of parts.

Ponds – If/until we find a way to keep the algae from growing we will need to employ manual cleaning every few weeks during the warm months. Probably a couple of hundred dollars per month (10 man hours @ \$20/hr) May through October.

## Board Meeting Minutes – Villages of Garrison Creek Master Association

Board Meeting, April 29, 2013, 6:30pm @ Lion's Club Meeting Room

(Refer to attached exhibits)

Attendees: Doug Botimer, Don Coleman, Allan Fisher, Sam LeFore, Nancy Nichols, Scott Towslee

Guests: Donna Fisher and Jayne DiDario

- The agenda was accepted by unanimous vote.
- The consent agenda was accepted by unanimous vote.
- The board unanimously voted to follow the procedure suggested in (Exhibit R) to replace a board member that resigned. The board stipulated that it be recognized that a precedent was not being established in regard to board member replacements by following this procedure. Don Coleman was authorized to follow the procedure in attachment (R).
- Allan Fisher agreed to serve as secretary-treasurer and was elected by unanimous vote.
- The following dates were set for future meetings:  
June 3, 2013, September 9, 2013, November 4, 2013 with December 1, 2013 being the date for the annual meeting. Future board meetings will be held at the Baker Boyer Bank Community Room at the Plaza Branch. The meeting time will be 7:30 pm. There is no fee for this facility.  
The Payment of a \$50 fee was approved should we need to use the Lion's Club Meeting Room.
- The auditor's financial statement for 2012 (Exhibit M) was unanimously accepted.
- Doug Botimer reported that sales were strong however due to increased materials and other costs it is difficult to offer a new modest sized house for under \$300,000. He also thought we should remove some trees along the path by the creek because they are damaging the walk. After the removal of the trees creating damage certain sections of the walk need to be replaced.
- After discussion regarding the ponds and solutions to improve water quality it was decided to spend up to \$5,000 for work on the ponds. It was suggested that one part of the long-term solution would be to plant trees that will grow up and provide some shade. It was recognized that residents around the ponds like to view the ponds and as the trees grew they would be trimmed up so the view would remain. (Exhibit N)
- Don and Doug have identified and inspected the 85 storm drains. Jon and Merlene Wolf have agreed to mark the drains. It was agreed that we need to hire someone to clean and restore (where needed) each drain. Then a schedule needs to be established for cleaning and checking. (Exhibit C)
- The bridges have been inspected and some work is needed this year but none need to be rebuilt this year.
- It was decided that the replacement of the putting green would be postponed and studied.

- It was determined that spraying and possibly edging was necessary to preserve the asphalt and roads. It was decided to move forward with this work.
- Reports by Mike Hussey were examined (Exhibits D & J)
  - Exhibit D-1. Since phase leaders are welcome to attend board meetings it was determined that no further special meetings were needed.
  - Exhibit D-2. It was agreed that this was not something the board should do.
  - Exhibit D-3. Since Steve Haynal is doing a good job with the web and is willing to continue to assist with the website as a volunteer. It was agreed that seeking a new web person is not necessary.

Exhibit J. It was suggested the annual budget request by the ARC to the board provides sufficient information to the board of directors. (Exhibit T)

- Nancy Nichols reported about past social events asked for help in distributing notices for future events. She asked for help in welcoming new residents (both owners and renters). It was suggested that the phase leaders should be asked to assist in welcoming new residents. Nancy also talked about a simplified system of emergency notification.
- Steve Haynal's email of Feb 29 (Exhibit E) was reviewed by the board. After discussion by the board the ARC representative present agreed to discuss this topic at the next ARC meeting and report back to the board with their recommendation(s).
- Meeting Adjourned at 8:20 pm.

Respectfully Submitted  
Allan Fisher, Secretary/Treasurer

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05/31/13  
Accrual Basis

The Villages of Garrison Creek - MPMA  
Balance Sheet  
As of May 31, 2013

	<u>May 31, 13</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
BBB Checking	24,650.23
<b>Reserve Fund</b>	
BBB Money Mkt	36,724.37
BBB-CD #13998	30,031.42
BBB CD #13997	30,044.90
BBB CD #14045	30,017.86
BBB CD #14046	30,022.32
<b>Total Reserve Fund</b>	<u>156,840.87</u>
<b>Total Checking/Savings</b>	181,491.10
<b>Accounts Receivable</b>	
Accounts Receivable	180.00
<b>Total Accounts Receivable</b>	<u>180.00</u>
<b>Other Current Assets</b>	
Accounts Receivable-Misc	-1.80
Prepaid Insurance	319.25
<b>Total Other Current Assets</b>	<u>317.45</u>
<b>Total Current Assets</b>	<u>181,988.55</u>
<b>TOTAL ASSETS</b>	<u><u>181,988.55</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
Accounts Payable	247.21
<b>Total Accounts Payable</b>	<u>247.21</u>
<b>Other Current Liabilities</b>	
Accrued Expenses	1,341.56
<b>Total Other Current Liabilities</b>	<u>1,341.56</u>
<b>Total Current Liabilities</b>	<u>1,588.77</u>
<b>Total Liabilities</b>	1,588.77

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Accrual Basis

**The Villages of Garrison Creek - MPMA  
Balance Sheet  
As of May 31, 2013**

	<u>May 31, 13</u>
Equity	
Retained Earnings	176,926.85
Net Income	3,472.93
	<hr/>
Total Equity	180,399.78
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<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>181,988.55</b>

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Accrual Basis

**The Villages of Garrison Creek - MPMA  
Profit & Loss Budget vs. Actual  
January through May 2013**

	<u>Jan - M...</u>	<u>Budget</u>	<u>% of B...</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
MPMA Operating Assessment	36,167.50	86,802.00	41.7%
<b>Total Income</b>	<u>36,167.50</u>	<u>86,802.00</u>	<u>41.7%</u>
<b>Expense</b>			
<b>Administration</b>			
Accounting	1,750.00	4,200.00	41.7%
ARC Expense	1,256.28	4,500.00	27.9%
Auditing	1,800.00	1,850.00	97.3%
Board Expense	10.00	1,100.00	0.9%
Communications	249.75	500.00	50.0%
Insurance	1,596.50	4,000.00	39.9%
Legal Fees	0.00	1,000.00	0.0%
Miscellaneous Expense	0.04	200.00	0.0%
Office Supplies	103.37	250.00	41.3%
Reserve Study	737.50	1,475.00	50.0%
Social Events	187.80	500.00	37.6%
Website	40.93	85.00	48.2%
<b>Total Administration</b>	<u>7,732.15</u>	<u>19,660.00</u>	<u>39.3%</u>
<b>Contingency</b>			
Contingency	0.00	7,167.00	0.0%
<b>Total Contingency</b>	<u>0.00</u>	<u>7,167.00</u>	<u>0.0%</u>
<b>Irrigation Repairs-Maintenance</b>			
Backflow Check	0.00	330.00	0.0%
Repairs	2,703.67	7,250.00	37.3%
<b>Total Irrigation Repairs-Maintenance</b>	<u>2,703.67</u>	<u>7,580.00</u>	<u>35.7%</u>
<b>Landscape Maintenance Expense</b>			
Contracted	10,535.45	28,145.00	37.4%
Non-contracted	7,419.29		
Plant & Tree Replacement	2,560.52	1,000.00	256.1%
Repairs	81.16		
Special Projects	4,145.82	7,600.00	54.6%
<b>Total Landscape Maintenance Expense</b>	<u>24,742.24</u>	<u>36,745.00</u>	<u>67.3%</u>

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Accrual Basis

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**The Villages of Garrison Creek - MPMA  
Profit & Loss Budget vs. Actual  
January through May 2013**

	<u>Jan - M...</u>	<u>Budget</u>	<u>% of B...</u>
<b>Utilities</b>			
Electricity-Irrig & Ponds	2,858.88	6,468.00	44.2%
Electricity-Street Lights	3,807.53	9,050.00	42.1%
Natural Gas	53.91	132.00	40.8%
<b>Total Utilities</b>	<u>6,720.32</u>	<u>15,650.00</u>	<u>42.9%</u>
<b>Total Expense</b>	<u>41,898.38</u>	<u>86,802.00</u>	<u>48.3%</u>
<b>Net Ordinary Income</b>	-5,730.88	0.00	100.0%
<b>Other Income/Expense</b>			
<b>Other Income</b>			
MPMA Reserve Assessment	9,507.50	22,818.00	41.7%
Interest Income	98.13	381.00	25.8%
<b>Total Other Income</b>	<u>9,605.63</u>	<u>23,199.00</u>	<u>41.4%</u>
<b>Other Expense</b>			
Pump House Paint	401.82		
Major Repairs & Replacements	0.00	17,971.00	0.0%
<b>Total Other Expense</b>	<u>401.82</u>	<u>17,971.00</u>	<u>2.2%</u>
<b>Net Other Income</b>	<u>9,203.81</u>	<u>5,228.00</u>	<u>176.0%</u>
<b>Net Income</b>	<u>3,472.93</u>	<u>5,228.00</u>	<u>66.4%</u>



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Accrual Basis

The Villages of Garrison Creek - MPMA  
Transactions - P&L Statement  
January through May 2013

Type	Date	Num	Name	Memo	Account	Amount
<b>Ordinary Income/Expense</b>						
<b>Expense</b>						
<b>Administration</b>						
<b>Accounting</b>						
Bill	1/25/2013		Blue Mtn Valley Business Ser...	January	Accounting	350.00
Bill	2/25/2013		Blue Mtn Valley Business Ser...	February	Accounting	350.00
Bill	3/25/2013		Blue Mtn Valley Business Ser...	March	Accounting	350.00
Bill	4/25/2013		Blue Mtn Valley Business Ser...	April	Accounting	350.00
Bill	5/25/2013		Blue Mtn Valley Business Ser...	May	Accounting	350.00
<b>Total Accounting</b>						<b>1,750.00</b>
<b>ARC Expense</b>						
Bill	4/10/2013	12386489-8	Express Services Inc	ARC Patrol	ARC Expense	345.28
Bill	4/25/2013	Exp Report	Cheri Windemuth	Rubber Stamp	ARC Expense	66.25
Bill	4/25/2013	Exp Report	Cheri Windemuth	Printing	ARC Expense	25.00
Bill	4/25/2013	Exp Report	Cheri Windemuth	Supplies	ARC Expense	4.97
Bill	5/8/2013	12472131-7	Express Services Inc	ARC Office	ARC Expense	695.24
Bill	5/22/2013	12534273-3	Express Services Inc	ARC Patrol	ARC Expense	119.52
<b>Total ARC Expense</b>						<b>1,256.26</b>
<b>Auditing</b>						
Bill	3/25/2013	10700	Joseph H Vandal CPA PS	2012 Audit	Auditing	1,800.00
<b>Total Auditing</b>						<b>1,800.00</b>
<b>Board Expense</b>						
Bill	4/12/2013		Secretary of State Corporatio...	Annual Filing Fee Non Profit Corp	Board Expense	10.00
<b>Total Board Expense</b>						<b>10.00</b>
<b>Communications</b>						
Bill	1/1/2013	Grasshopper	Don Coleman	Tel - Nov 2 stmt - grasshopper.com	Communications	31.05
Bill	1/1/2013	Grasshopper	Don Coleman	Tel - Dec 2 stmt - grasshopper.com	Communications	40.90
Bill	1/2/2013	Grasshopper	Don Coleman	Tel - Jan 2 stmt - grasshopper.com	Communications	41.05
Bill	2/2/2013	Grasshopper	Don Coleman	Tel - Feb 2 stmt - grasshopper.com	Communications	40.94
Bill	3/3/2013	Grasshopper	Don Coleman	Tel - Mar 2 stmt - grasshopper.com	Communications	40.94
Bill	4/7/2013		Grasshopper Group	Apr 2 statement	Communications	27.21
Bill	5/2/2013		Grasshopper Group	May 2 statement	Communications	27.66
<b>Total Communications</b>						<b>249.75</b>
<b>Insurance</b>						
Gener...	1/31/2013	27		From Prepaid Ins	Insurance	319.30
Gener...	2/28/2013	29		From Prepaid Ins	Insurance	319.30
Gener...	3/31/2013	32		From Prepaid Ins	Insurance	319.30
Gener...	4/25/2013	37		From Prepaid Ins	Insurance	319.30
Gener...	5/25/2013	40		From Prepaid Ins	Insurance	319.30
<b>Total Insurance</b>						<b>1,596.50</b>

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Accrual Basis

The Villages of Garrison Creek - MPMA  
Transactions - P&L Statement  
January through May 2013

Type	Date	Num	Name	Memo	Account	Amount
<b>Miscellaneous Expense</b>						
Deposit	3/4/2013			Ck for 3070.44 deposited as 3070.40	Miscellaneous Expense	0.04
Total Miscellaneous Expense						0.04
<b>Office Supplies</b>						
Bill	1/2/2013	Staples	Blue Mtn Valley Business Ser...	File folders	Office Supplies	10.88
Bill	1/7/2013	Amazon	Blue Mtn Valley Business Ser...	Voucher checks	Office Supplies	52.34
Bill	1/8/2013	Amazon	Blue Mtn Valley Business Ser...	Check envelopes	Office Supplies	25.24
Bill	1/23/2013	Pontarolo's	Blue Mtn Valley Business Ser...	Typewriter ribbon-1099 farms	Office Supplies	14.91
Total Office Supplies						103.37
<b>Reserve Study</b>						
Bill	5/15/2013	VGCR-414...	The Management Trust	50% Deposit on \$1475, 2014 reserve study	Reserve Study	737.50
Total Reserve Study						737.50
<b>Social Events</b>						
Bill	4/14/2013		Nancy Nichols	April hot dogs & kites	Social Events	187.80
Total Social Events						187.80
<b>Website</b>						
Bill	1/1/2013	1&1 Internet	Steve Haynal	12/31/2012 - 06/30/2013	Website	29.94
Bill	2/25/2013	1&1 Internet	Steve Haynal	01/02/2013 - 01/02/2014	Website	10.99
Total Website						40.93
Total Administration						7,732.15
<b>Irrigation Repairs-Maintenance</b>						
<b>Repairs</b>						
Bill	3/8/2013	60519	Doyle Electric	Check out/repair sump pumps	Repairs	1,076.53
Bill	4/26/2013	2013274	Smith Brothers Industries LLC	Sprinkler start-up	Repairs	762.98
Bill	4/29/2013	2013292	Smith Brothers Industries LLC	Irrigation repairs-GVW	Repairs	49.73
Bill	5/13/2013	2013357	Smith Brothers Industries LLC	Irrigation repairs	Repairs	58.70
Bill	5/21/2013	2013376	Smith Brothers Industries LLC	Irrigation repairs	Repairs	78.28
Bill	5/21/2013	2013381	Smith Brothers Industries LLC	Irrigation repairs	Repairs	494.15
Bill	5/23/2013	2013389	Smith Brothers Industries LLC	Irrigation repairs	Repairs	143.21
Bill	5/24/2013	2013405	Smith Brothers Industries LLC	Irrigation repairs	Repairs	40.11
Total Repairs						2,703.67
Total Irrigation Repairs-Maintenance						2,703.67

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The Villages of Garrison Creek - MPMA  
Transactions - P&L Statement  
January through May 2013

Type	Date	Num	Name	Memo	Account	Amount
<b>Landscape Maintenance Expense</b>						
<b>Contracted</b>						
Bill	1/4/2013	20120879	Smith Brothers Industries LLC	Jan	Contracted	2,104.83
Bill	2/4/2013	20120920	Smith Brothers Industries LLC	Feb	Contracted	2,104.83
Bill	2/25/2013	2013134	Smith Brothers Industries LLC	Feb 25-28 (4 days) between contracts	Contracted	276.80
Bill	3/1/2013	2013079	Smith Brothers Industries LLC	Mar-common areas	Contracted	1,813.25
Bill	3/1/2013	2013121	Smith Brothers Industries LLC	Mar-wilderness area	Contracted	203.08
Gener...	3/5/2013	31	Diamond Cut Landscaping	Reverse accrual for 11/1/12	Contracted	-155.28
Bill	3/5/2013	15831 11/1/...	Diamond Cut Landscaping	November 2012 (billed in March 2013)	Contracted	155.28
Bill	4/1/2013	2013099	Smith Brothers Industries LLC	Apr-common areas	Contracted	1,813.25
Bill	4/1/2013	2013122	Smith Brothers Industries LLC	Apr-wilderness area	Contracted	203.08
Bill	5/1/2013	2013220	Smith Brothers Industries LLC	May-wilderness area	Contracted	203.08
Bill	5/1/2013	2013221	Smith Brothers Industries LLC	May-common areas	Contracted	1,813.25
<b>Total Contracted</b>						<b>10,535.45</b>
<b>Non-contracted</b>						
Bill	3/6/2013	404939	Duran's Lawn Care	Clean up N side of creek in Phase VII	Non-contracted	609.84
Bill	3/18/2013	404945	Duran's Lawn Care	Larch St flower bed weeding	Non-contracted	120.00
Bill	3/18/2013	404944	Duran's Lawn Care	Pick up branches on field	Non-contracted	150.00
Bill	5/1/2013	15984	Diamond Cut Landscaping	Phase VIII flower beds/turf maintenance	Non-contracted	310.37
Bill	5/2/2013	174357	Duran's Lawn Care	Trim trees on Larch St	Non-contracted	871.20
Bill	5/7/2013	174380	Duran's Lawn Care	Trim trees on Larch St	Non-contracted	5,052.98
Bill	5/21/2013	15830	Diamond Cut Landscaping	Clean up in phase VIII around transformer and lots	Non-contracted	304.92
<b>Total Non-contracted</b>						<b>7,419.29</b>
<b>Plant &amp; Tree Replacement</b>						
Bill	3/6/2013	15829	Diamond Cut Landscaping	Replace trees/arbs in Orchard area Phase VIII/remove dead trees	Plant & Tree Replacement	2,294.75
Bill	5/3/2013	8004	Wenzel Nursery	2 trees - Western Red Cedar	Plant & Tree Replacement	265.77
<b>Total Plant &amp; Tree Replacement</b>						<b>2,560.52</b>
<b>Repairs</b>						
Bill	4/1/2013	L&G True V...	Dick Cook (2)	Secure fountain-west pond	Repairs	52.83
Bill	4/1/2013	Home Depot	Don Coleman	Pond bench repair	Repairs	28.33
<b>Total Repairs</b>						<b>81.16</b>
<b>Special Projects</b>						
Bill	4/16/2013	19494	Best Pest Control	Gazebo insecticide spray 4/16/2013	Special Projects	97.83
Bill	5/1/2013	7993	Wenzel Nursery	Small bark, 10 yards	Special Projects	413.06
Bill	5/2/2013	8000	Wenzel Nursery	Small bark, 8 yards	Special Projects	330.45
Bill	5/3/2013	8003	Wenzel Nursery	Small bark, 10 yards	Special Projects	413.06
Bill	5/3/2013	8011	Wenzel Nursery	Small bark, 10 yards	Special Projects	413.06
Bill	5/3/2013	8013	Wenzel Nursery	Small bark, 10 yards	Special Projects	413.06
Bill	5/6/2013	8036	Wenzel Nursery	Small bark, 10 yards	Special Projects	413.06
Bill	5/6/2013	8038	Wenzel Nursery	Small bark, 10 yards	Special Projects	413.06
Bill	5/6/2013	8042	Wenzel Nursery	Small bark, 10 yards	Special Projects	413.06

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Accrual Basis

The Villages of Garrison Creek - MPMA  
Transactions - P&L Statement  
January through May 2013

Type	Date	Num	Name	Memo	Account	Amount
Bill	5/6/2013	8047	Wenzel Nursery	Small bark, 10 yards	Special Projects	413.06
Bill	5/7/2013	8051	Wenzel Nursery	Small bark, 10 yards	Special Projects	413.06
Total Special Projects						4,145.82
Total Landscape Maintenance Expense						24,742.24
<b>Utilities</b>						
<b>Electricity-Irrig &amp; Ponds</b>						
Gener...	1/7/2013	39	Pacific Power	Avg Mo Exp for monthly delayed billing	Electricity-Irrig & Ponds	11.36
Gener...	1/7/2013	39	Columbia Rural Electric	Avg Mo Exp for monthly delayed billing	Electricity-Irrig & Ponds	555.35
Bill	2/4/2013		Columbia Rural Electric	Acct 9970 - Meter 17395955	Electricity-Irrig & Ponds	34.40
Bill	2/4/2013		Columbia Rural Electric	Acct 9971 - Meter 17445442	Electricity-Irrig & Ponds	29.36
Bill	2/4/2013		Columbia Rural Electric	Acct 11751 - Meter 17424009	Electricity-Irrig & Ponds	37.53
Bill	2/4/2013		Columbia Rural Electric	Acct 11752 - Meter 17424571	Electricity-Irrig & Ponds	166.18
Bill	2/4/2013		Columbia Rural Electric	Acct 12021 - Meter 17446117	Electricity-Irrig & Ponds	233.18
Bill	2/4/2013		Columbia Rural Electric	Acct 12022 - Meter 17423992	Electricity-Irrig & Ponds	36.68
Bill	2/4/2013		Columbia Rural Electric	Acct 16683 - Meter 17445119	Electricity-Irrig & Ponds	36.68
Bill	2/11/2013		Pacific Power	Acct 24655280-0012 - Meter 66546714	Electricity-Irrig & Ponds	11.38
Bill	3/4/2013		Columbia Rural Electric	Acct 9970 - Meter 17395955	Electricity-Irrig & Ponds	34.24
Bill	3/4/2013		Columbia Rural Electric	Acct 9971 - Meter 17445442	Electricity-Irrig & Ponds	29.36
Bill	3/4/2013		Columbia Rural Electric	Acct 11751 - Meter 17424009	Electricity-Irrig & Ponds	37.44
Bill	3/4/2013		Columbia Rural Electric	Acct 11752 - Meter 17424571	Electricity-Irrig & Ponds	149.39
Bill	3/4/2013		Columbia Rural Electric	Acct 12021 - Meter 17446117	Electricity-Irrig & Ponds	225.50
Bill	3/4/2013		Columbia Rural Electric	Acct 12022 - Meter 17423992	Electricity-Irrig & Ponds	36.68
Bill	3/4/2013		Columbia Rural Electric	Acct 16683 - Meter 17445119	Electricity-Irrig & Ponds	36.77
Bill	3/12/2013		Pacific Power	Acct 24655280-0012 - Meter 66546714	Electricity-Irrig & Ponds	11.50
Bill	4/3/2013		Columbia Rural Electric	Acct 9970 - Meter 17395955	Electricity-Irrig & Ponds	34.50
Bill	4/3/2013		Columbia Rural Electric	Acct 9971 - Meter 17445442	Electricity-Irrig & Ponds	29.36
Bill	4/3/2013		Columbia Rural Electric	Acct 11751 - Meter 17424009	Electricity-Irrig & Ponds	37.53
Bill	4/3/2013		Columbia Rural Electric	Acct 11752 - Meter 17424571	Electricity-Irrig & Ponds	151.94
Bill	4/3/2013		Columbia Rural Electric	Acct 12021 - Meter 17446117	Electricity-Irrig & Ponds	227.68
Bill	4/3/2013		Columbia Rural Electric	Acct 12022 - Meter 17423992	Electricity-Irrig & Ponds	36.68
Bill	4/3/2013		Columbia Rural Electric	Acct 16683 - Meter 17445119	Electricity-Irrig & Ponds	36.68
Bill	4/10/2013		Pacific Power	Acct 24655280-0012 - Meter 66546714	Electricity-Irrig & Ponds	11.39
Bill	5/3/2013		Columbia Rural Electric	Acct 9970 - Meter 17395955	Electricity-Irrig & Ponds	44.89
Bill	5/3/2013		Columbia Rural Electric	Acct 9971 - Meter 17445442	Electricity-Irrig & Ponds	29.36
Bill	5/3/2013		Columbia Rural Electric	Acct 11751 - Meter 17424009	Electricity-Irrig & Ponds	37.44
Bill	5/3/2013		Columbia Rural Electric	Acct 11752 - Meter 17424571	Electricity-Irrig & Ponds	149.58
Bill	5/3/2013		Columbia Rural Electric	Acct 12021 - Meter 17446117	Electricity-Irrig & Ponds	233.72
Bill	5/3/2013		Columbia Rural Electric	Acct 12022 - Meter 17423992	Electricity-Irrig & Ponds	36.68
Bill	5/3/2013		Columbia Rural Electric	Acct 16683 - Meter 17445119	Electricity-Irrig & Ponds	36.87
Bill	5/9/2013		Pacific Power	Acct 24655280-0012 - Meter 66546714	Electricity-Irrig & Ponds	11.60
Total Electricity-Irrig & Ponds						2,858.88

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05/31/13

Accrual Basis

The Villages of Garrison Creek - MPMA  
**Transactions - P&L Statement**  
 January through May 2013

Type	Date	Num	Name	Memo	Account	Amount
<b>Electricity-Street Lights</b>						
Gener...	1/7/2013	39	Pacific Power	Avg Mo Exp for monthly delayed billing	Electricity-Street Lights	70.78
Gener...	1/7/2013	39	Columbia Rural Electric	Avg Mo Exp for monthly delayed billing	Electricity-Street Lights	693.33
Bill	2/4/2013		Columbia Rural Electric	Acct 9972 - Street Lights	Electricity-Street Lights	693.71
Bill	2/11/2013		Pacific Power	Acct 25263175-0012 - Meter 66568587	Electricity-Street Lights	37.67
Bill	2/11/2013		Pacific Power	Acct 24655280-0012 - Meter 66576526	Electricity-Street Lights	24.47
Bill	2/11/2013		Pacific Power	Acct 24655280-0012 - Meter 66546664	Electricity-Street Lights	17.08
Bill	3/4/2013		Columbia Rural Electric	Acct 9972 - Street Lights	Electricity-Street Lights	684.38
Bill	3/12/2013		Pacific Power	Acct 25263175-0012 - Meter 66568587	Electricity-Street Lights	36.64
Bill	3/12/2013		Pacific Power	Acct 24655280-0012 - Meter 66576526	Electricity-Street Lights	23.98
Bill	3/12/2013		Pacific Power	Acct 24655280-0012 - Meter 66546664	Electricity-Street Lights	16.83
Bill	4/3/2013		Columbia Rural Electric	Acct 9972 - Street Lights	Electricity-Street Lights	687.13
Bill	4/10/2013		Pacific Power	Acct 25263175-0012 - Meter 66568587	Electricity-Street Lights	32.47
Bill	4/10/2013		Pacific Power	Acct 24655280-0012 - Meter 66576526	Electricity-Street Lights	21.55
Bill	4/10/2013		Pacific Power	Acct 24655280-0012 - Meter 66546664	Electricity-Street Lights	15.77
Bill	5/3/2013		Columbia Rural Electric	Acct 9972 - Street Lights	Electricity-Street Lights	687.13
Bill	5/9/2013		Pacific Power	Acct 25263175-0012 - Meter 66568587	Electricity-Street Lights	29.22
Bill	5/9/2013		Pacific Power	Acct 24655280-0012 - Meter 66576526	Electricity-Street Lights	20.37
Bill	5/9/2013		Pacific Power	Acct 24655280-0012 - Meter 66546664	Electricity-Street Lights	15.02
<b>Total Electricity-Street Lights</b>						<b>3,807.53</b>
<b>Natural Gas</b>						
Gener...	1/7/2013	39	Cascade Natural Gas	Avg Mo Exp for monthly delayed billing	Natural Gas	10.74
Bill	2/1/2013		Cascade Natural Gas	Acct 71959100000 - Meter 472632359	Natural Gas	10.60
Bill	3/5/2013		Cascade Natural Gas	Acct 71959100000 - Meter 472632359	Natural Gas	10.60
Bill	4/4/2013		Cascade Natural Gas	Acct 71959100000 - Meter 472632359	Natural Gas	10.60
Bill	5/9/2013		Cascade Natural Gas	Acct 71959100000 - Meter 472632359	Natural Gas	11.37
<b>Total Natural Gas</b>						<b>53.91</b>
<b>Total Utilities</b>						<b>6,720.32</b>
<b>Total Expense</b>						<b>41,898.38</b>
<b>Net Ordinary Income</b>						<b>-41,898.38</b>
<b>Net Income</b>						<b>-41,898.38</b>

C

### BUDGET UTILIZATION PLANNING - 2013

	Budget for 2013	Spent thru 5/31	Projected 6/1 - 12/31	Remaining Budget
<b>1. Operating Budget</b>				
Contingency	7,167.00			7,167.00
Backflow Check	330.00		480	(150.00)
Irrigation Repairs	7,250.00	2,703.67		4,546.33
Landscape Expense				-
Contracted	28,145.00	10,535.45	14,114.31	3,495.24
Non-Contracted	-	7,419.29		(7,419.29)
Plant & Tree Replacement	1,000.00	2,560.52		(1,560.52)
Repairs	-	81.16		(81.16)
Special Projects				-
Storm Drains	1,000.00			1,000.00
Bark	1,800.00	4,047.99		(2,247.99)
Wasp Spray-Gazebo	300.00	97.83	195.66	6.51
Wilderness Cleanup	500.00			500.00
Ponds	2,000.00			2,000.00
<b>TOTALS</b>	<b>49,492.00</b>	<b>27,445.91</b>	<b>14,789.97</b>	<b>7,256.12</b>
<b>2. Reserve Fund (Major Repairs/Replacements)</b>				
Pump House-Paint	-	401.82		(401.82)
Astroturf	17,971.00			17,971.00
<b>TOTALS</b>	<b>17,971.00</b>	<b>401.82</b>	<b>-</b>	<b>17,569.18</b>

(i) A solar energy panel frame, a support bracket, or any visible piping or wiring to be painted to coordinate with the roofing material;

(ii) An owner or resident to shield a ground-mounted solar energy panel if shielding the panel does not prohibit economic installation of the solar energy panel or degrade the operational performance quality of the solar energy panel by more than ten percent; or

(iii) Owners or residents who install solar energy panels to indemnify or reimburse the association or its members for loss or damage caused by the installation, maintenance, or use of a solar energy panel.

(3) The governing documents may include other reasonable rules regarding the placement and manner of a solar energy panel.

(4) For purposes of this section, "solar energy panel" means a panel device or system or combination of panel devices or systems that relies on direct sunlight as an energy source, including a panel device or system or combination of panel devices or systems that collects sunlight for use in:

(a) The heating or cooling of a structure or building;

(b) The heating or pumping of water;

(c) Industrial, commercial, or agricultural processes; or

(d) The generation of electricity.

(5) This section does not apply to common areas as defined in RCW

#### 64.38.010.

(6) This section applies retroactively to a governing document in effect on July 26, 2009. A provision in a governing document in effect on July 26, 2009, that is inconsistent with this section is void and unenforceable.

[2009 c 51 § 1.]

#### **64.38.060**

##### **Adult family homes.**

(1) To effectuate the public policy of chapter

70.128 RCW, the governing documents may not limit, directly or indirectly:

(a) Persons with disabilities from living in an adult family home licensed under chapter 70.128 RCW; or

(b) Persons and legal entities from operating adult family homes licensed under chapter 70.128 RCW, whether for-profit or nonprofit, to provide services covered under chapter 70.128 RCW. However, this subsection does not prohibit application of reasonable nondiscriminatory regulation, including but not limited to landscaping standards or regulation of sign location or size, that applies to all residential property subject to the governing documents.

(2) This section applies retroactively to any governing documents in effect on July 26, 2009. Any provision in a governing document in effect on or after July 26, 2009, that is inconsistent with subsection (1) of this section is unenforceable to the extent of the conflict.

[2009 c 530 § 4.]

#### **64.38.065**

##### **Reserve account and study. (Effective January 1, 2012.)**

(1) An association is encouraged to establish a reserve account with a financial institution to fund major maintenance, repair, and replacement of common elements, including limited common elements that will require major maintenance, repair, or replacement within thirty years. If the association establishes a reserve account, the account must be in the name of the association. The board of directors is responsible for administering the reserve account.

(2) Unless doing so would impose an unreasonable hardship, an association with significant assets shall prepare and update a reserve study, in accordance with the association's governing documents and this chapter. The initial reserve study must be based upon a visual site inspection conducted by a reserve study professional.

(3) Unless doing so would impose an unreasonable hardship, the association shall update the reserve study annually. At least every three years, an updated reserve study must be prepared and based upon a visual site inspection conducted by a reserve study professional. 2013

(4) The decisions relating to the preparation and updating of a reserve study must be made by the board of directors in the exercise of the reasonable discretion of the board. The decisions must include whether a reserve study will be prepared or updated, and whether the assistance of a reserve study professional will be utilized.

[2011 c 189 § 9.]

Notes:

Effective date – 2011 c 189: "This act takes effect January 1, 2012." [2011 c 189 § 15.]

#### 64.38.070

#### Reserve study — Requirements. (Effective January 1, 2012.)

(1) A reserve study as described in RCW

64.38.085 is supplemental to the association's operating and maintenance budget. In preparing a reserve study, the association shall estimate the anticipated major maintenance, repair, and replacement costs, whose infrequent and significant nature make them impractical to be included in an annual budget.

(2) A reserve study must include:

(a) A reserve component list, including any reserve component that would cost more than one percent of the annual budget of the association, not including the reserve account, for major maintenance, repair, or replacement. If one of these reserve components is not included in the reserve study, the study should provide commentary explaining the basis for its exclusion. The study must also include quantities and estimates for the useful life of each reserve component, remaining useful life of each reserve component, and current major maintenance, repair, or replacement cost for each reserve component.

(b) The date of the study, and a statement that the study meets the requirements of this section;

(c) The following level of reserve study performed:

(i) Level I: Full reserve study funding analysis and plan;

(ii) Level II: Update with visual site inspection; or

(iii) Level III: Update with no visual site inspection;

(d) The association's reserve account balance;

(e) The percentage of the fully funded balance that the reserve account is funded;

(f) Special assessments already implemented or planned;

(g) Interest and inflation assumptions;

(h) Current reserve account contribution rates for a full funding plan and baseline funding plan;

(i) A recommended reserve account contribution rate, a contribution rate for a full funding plan to achieve one hundred percent fully funded reserves by the end of the thirty-year study period, a baseline funding plan to maintain the reserve balance above zero throughout the thirty-year study period without special assessments, and a contribution rate recommended by the reserve study professional;

(j) A projected reserve account balance for thirty years and a funding plan to pay for projected costs from that reserve account balance without reliance on future unplanned special assessments; and

(k) A statement on whether the reserve study was prepared with the assistance of a reserve study professional.

(3) A reserve study must also include the following disclosure: "This reserve study should be reviewed carefully."



It may not include all common and limited common element components that will require major maintenance, repair, or replacement in future years, and may not include regular contributions to a reserve account for the cost of such maintenance, repair, or replacement. The failure to include a component in a reserve study, or to provide contributions to a reserve account for a component, may, under some circumstances, require you to pay on demand as a special assessment your share of common expenses for the cost of major maintenance, repair, or replacement of a reserve component.

[2011 c 189 § 10.]

Notes:

Effective date -- 2011 c 189: See note following RCW 64.38.065.

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**64.38.075**

**Reserve account — Withdrawals. (Effective January 1, 2012.)**

An association may withdraw funds from its reserve account to pay for unforeseen or unbudgeted costs that are unrelated to maintenance, repair, or replacement of the reserve components. The board of directors shall record any such withdrawal in the minute books of the association, cause notice of any such withdrawal to be hand delivered or sent prepaid by first-class United States mail to the mailing address of each owner or to any other mailing address designated in writing by the owner, and adopt a repayment schedule not to exceed twenty-four months unless it determines that repayment within twenty-four months would impose an unreasonable burden on the owners. Payment for major maintenance, repair, or replacement of the reserve components out of cycle with the reserve study projections or not included in the reserve study may be made from the reserve account without meeting the notification or repayment requirements under this section.

[2011 c 189 § 11.]

Notes:

Effective date -- 2011 c 189: See note following RCW 64.38.065.

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**64.38.080**

**Reserve study — Demand for preparation and inclusion in budget. (Effective January 1, 2012.)**

(1) When more than three years have passed since the date of the last reserve study prepared by a reserve study professional, the owners to which at least thirty-five percent of the votes are allocated may demand, in writing, to the association that the cost of a reserve study be included in the next budget and that the study be prepared by the end of that budget year. The written demand must refer to this section. The board of directors shall, upon receipt of the written demand, provide the owners who make the demand reasonable assurance that the board will include a reserve study in the next budget and, if the budget is not rejected by a majority of the owners, will arrange for the completion of a reserve study.

(2) If a written demand under this section is made and a reserve study is not timely prepared, a court may order specific performance and award reasonable attorneys' fees to the prevailing party in any legal action brought to enforce this section. An association may assert unreasonable hardship as an affirmative defense. In any action brought against it under this section, without limiting this affirmative defense, an unreasonable hardship exists where the cost of preparing a reserve study would exceed five percent of the association's annual budget.

(3) An owner's duty to pay for common expenses is not excused because of the association's failure to comply with this section or this chapter. A budget ratified by the owners is not invalidated because of the association's failure to comply with this section or this chapter.

[2011 c 189 § 12.]

Notes:

Effective date -- 2011 c 189: See note following RCW 64.38.065.

**What are the steps in the Reserve Study Process?**

- a) Identify Components
- b) Specify Quantities
- c) Inspect the Components
- d) Determine Useful Life
- e) Assess Remaining Useful Life
- f) Determine Cost of Replacement

**How do you establish Useful Life and Remaining Useful Life?**

Useful Life is typically defined as the number of years the component is expected to serve its intended purpose if given regular and proper maintenance. To establish Useful Life and Remaining Useful Life for components, it is typical to draw on the knowledge of industry experts who work with and install these materials professionally. Based on their recommendation and our experience with such components and materials used throughout the many associations we manage, we are able to adjust for wear and tear, weather exposure and component quality. Understandably the age of components may or may not equal the manufacturer or industry expert suggested useful life due to acceleration or deceleration of usage. Useful Life is a logical estimation.

**How do you determine the Cost of Replacement?**

Again we draw on the knowledge of industry experts, vendors and manufacturers. It is important to remember that the cost of component replacement should also include the cost of removing existing component, if appropriate. If varying costs are recommended then an average is calculated for the purposes of the Reserve Study.

**What is our Funding Goal?**

There are three basic reserve study funding goal models. The three models are:

- + Fully Funded Model – setting a Reserve funding goal of keeping the Reserves at or near 100% funded. Our study will guide you towards being Fully Funded and help you to be fiscally responsible.
- + Threshold Funded Model – setting a Reserve funding goal of keeping the Reserve balance above some threshold. Depending on the mix of common area major components this model may be more or less conservative than the fully funded model. The only way to tell is to compare the two models closely.
- + Baseline Funded Model – 'Minimum Funded Model - setting a reserve funding goal of keeping the reserve cash balance at the end of each year in the overall reserve funding projection at or above \$-0. This is the riskiest funding model. Not recommended as it provides little room for error.

The Management Trust - Northwest uses the Fully Funded Model.



F

Villages at Garrison Creek Reserve Cash Flow Statement - 30 Year Ascended  
Contribution - 2012



FY: 12/31 # of Units: 204  
 Funding Threshold: \$0 Investment Rate: 0.25%  
 Per Unit Monthly Cost: \$9.10 Rate of Inflation: 2.40%  
 Total Expected Annual Contribution: \$22,282.93 Community Manager: n/a

Period	Beginning Balance	Total Reserve Contribution	Subtotal	Expenditures	Total	Interest Earned	Ending Balance
2012	136,658	22,283	158,941	13,162	145,779	364	\$146,143
2013	146,143	22,818	168,961	17,971	150,990	377	\$151,367
2014	151,367	23,365	174,733	11,935	162,798	407	\$163,205
2015	163,205	23,926	187,131	84,120	103,012	258	\$103,269
2016	103,269	24,500	127,769	16,209	111,560	279	\$111,839
2017	111,839	25,088	136,928	28,463	108,464	271	\$108,735
2018	108,735	25,690	134,426	20,225	114,201	286	\$114,486
2019	114,486	26,307	140,793	4,395	136,398	341	\$136,739
2020	136,739	26,938	163,677	9,105	154,572	386	\$154,959
2021	154,959	27,585	182,544	60,713	121,830	305	\$122,135
							<b>\$122,135</b>

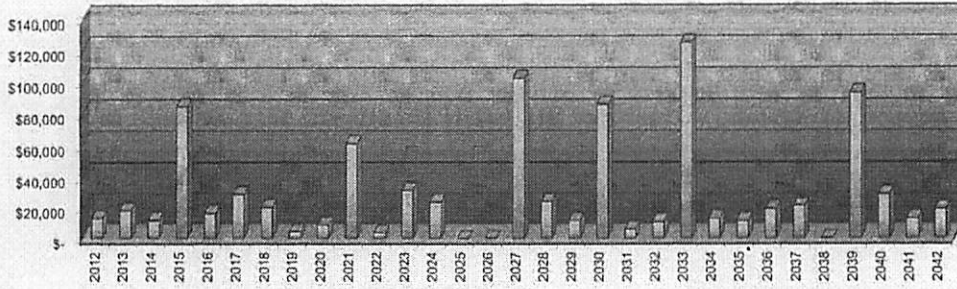
Period	Beginning Balance	Total Reserve Contribution	Subtotal	Expenditures	Total	Interest Earned	Ending Balance
2022	122,135	28,247	150,382	3,621	146,761	367	\$147,128
2023	147,128	28,925	176,053	31,271	144,782	362	\$145,144
2024	145,144	29,619	174,763	23,645	151,118	378	\$151,496
2025	151,496	30,330	181,826	0	181,826	455	\$182,280
2026	182,280	31,058	213,338	0	213,338	533	\$213,872
2027	213,872	31,803	245,675	101,927	143,748	359	\$144,107
2028	144,107	32,567	176,674	24,001	152,672	382	\$153,054
2029	153,054	33,348	186,402	11,584	174,819	437	\$175,256
2030	175,256	34,148	209,404	85,491	123,913	310	\$124,223
2031	124,223	34,968	159,191	5,842	153,349	383	\$153,732
							<b>\$153,732</b>

Period	Beginning Balance	Total Reserve Contribution	Subtotal	Expenditures	Total	Interest Earned	Ending Balance
2032	153,732	35,807	189,539	10,938	178,601	447	\$179,048
2033	179,048	36,667	215,714	124,202	91,512	229	\$91,741
2034	91,741	37,547	129,287	13,109	116,179	290	\$116,469
2035	116,469	38,448	154,917	11,284	143,632	359	\$143,992
2036	143,992	39,371	183,362	19,207	164,155	410	\$164,566
2037	164,566	40,315	204,881	21,100	183,781	459	\$184,241
2038	184,241	41,283	225,524	0	225,524	564	\$226,088
2039	226,088	42,274	268,361	92,644	175,718	439	\$176,157
2040	176,157	43,288	219,445	28,639	190,807	477	\$191,284
2041	191,284	44,327	235,611	13,010	222,601	557	\$223,157
							<b>\$223,157</b>





# Cost Timeline



	2012 Cost	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Asphalt Overlay-Garrison Village Wy	\$ 0										
Asphalt Seal Coat & Repairs-Garrison Village Wy	\$ 0				\$0						\$0
Asphalt Seal Coat & Repairs-Phase VIII	\$ 6,540						\$7,363				
Asphalt Seal Coat & Repairs-Phases	\$ 48,438				\$52,010						\$59,965
Astroturf - Putting Green	\$ 17,350		\$17,971								
Benches	\$ 1,845			\$1,935							
Bridges	\$ 19,434										
Clock Tower - Paint	\$ 1,200				\$1,288						
Controllers - Irrigation - Battery	\$ 2,100	\$2,100					\$2,100				
Controllers - Irrigation - Electric	\$ 19,000						\$19,000				
Gazebo - Paint	\$ 1,800	\$1,800						\$2,075			
Generator	\$ 9,036							\$10,418			
Irrigation System in Creek	\$ 11,315				\$12,149						
Pond - Fountain	\$ 3,723								\$4,395		
Pond - Liner	\$ 4,856	\$4,856						\$5,599			
Pond - Maintenance	\$ 10,000			\$10,000							
Pond - Pump	\$ 5,000									\$6,045	
Power Washer	\$ 500									\$604	
Pump 1 - High Water / Ground Water	\$ 11,265					\$12,386					
Pump 2 - High Water / Ground Water	\$ 3,477					\$3,823					
Pump House - Major Renovation / Replace	\$ 7,668										
Pump House - Paint	\$ 1,200	\$1,200						\$1,384			
Roof - Maintenance - Gazebo	\$ 750	\$750			\$750			\$750			\$750
Walking Path	\$ 2,456	\$2,456								\$2,456	
Well System in clocktower	\$ 16,691				\$17,922						
	\$ 205,844	\$ 13,162	\$ 17,071	\$ 11,035	\$ 84,120	\$ 16,200	\$ 28,463	\$ 20,225	\$ 4,305	\$ 9,105	\$ 60,713







H

**RCW 64.38.075**

**Reserve account — Withdrawals.**

An association may withdraw funds from its reserve account to pay for unforeseen or unbudgeted costs that are unrelated to maintenance, repair, or replacement of the reserve components.

The board of directors shall record any such withdrawal in the minute books of the association, cause notice of any such withdrawal to be hand delivered or sent prepaid by first-class United States mail to the mailing address of each owner or to any other mailing address designated in writing by the owner, and adopt a repayment schedule not to exceed twenty-four months unless it determines that repayment within twenty-four months would impose an unreasonable burden on the owners.

Payment for major maintenance, repair, or replacement of the reserve components out of cycle with the reserve study projections or not included in the reserve study may be made from the reserve account without meeting the notification or repayment requirements under this section.

entitled to vote at any meeting of the owners at which a quorum is present, may remove any member of the board of directors with or without cause.

[1995 c 283 § 5.]

### 64.38.025

#### **Board of directors — Standard of care — Restrictions — Budget — Removal from board. (Effective January 1, 2012.)**

(1) Except as provided in the association's governing documents or this chapter, the board of directors shall act in all instances on behalf of the association. In the performance of their duties, the officers and members of the board of directors shall exercise the degree of care and loyalty required of an officer or director of a corporation organized under chapter

#### **24.03 RCW:**

(2) The board of directors shall not act on behalf of the association to amend the articles of incorporation, to take any action that requires the vote or approval of the owners, to terminate the association, to elect members of the board of directors, or to determine the qualifications, powers, and duties, or terms of office of members of the board of directors; but the board of directors may fill vacancies in its membership of the unexpired portion of any term.

(3) Within thirty days after adoption by the board of directors of any proposed regular or special budget of the association, the board shall set a date for a meeting of the owners to consider ratification of the budget not less than fourteen nor more than sixty days after mailing of the summary. Unless at that meeting the owners of a majority of the votes in the association are allocated or any larger percentage specified in the governing documents reject the budget, in person or by proxy, the budget is ratified, whether or not a quorum is present. In the event the proposed budget is rejected or the required notice is not given, the periodic budget last ratified by the owners shall be continued until such time as the owners ratify a subsequent budget proposed by the board of directors.

(4) As part of the summary of the budget provided to all owners, the board of directors shall disclose to the owners:

(a) The current amount of regular assessments budgeted for contribution to the reserve account, the recommended contribution rate from the reserve study, and the funding plan upon which the recommended contribution rate is based;

(b) If additional regular or special assessments are scheduled to be imposed, the date the assessments are due, the amount of the assessments per each owner per month or year, and the purpose of the assessments;

(c) Based upon the most recent reserve study and other information, whether currently projected reserve account balances will be sufficient at the end of each year to meet the association's obligation for major maintenance, repair, or replacement of reserve components during the next thirty years;

(d) If reserve account balances are not projected to be sufficient, what additional assessments may be necessary to ensure that sufficient reserve account funds will be available each year during the next thirty years, the approximate dates assessments may be due, and the amount of the assessments per owner per month or year;

(e) The estimated amount recommended in the reserve account at the end of the current fiscal year based on the most recent reserve study, the projected reserve account cash balance at the end of the current fiscal year, and the percent funded at the date of the latest reserve study;

(f) The estimated amount recommended in the reserve account based upon the most recent reserve study at the end of each of the next five budget years, the projected reserve account cash balance in each of those years, and the projected percent funded for each of those years; and

(g) If the funding plan approved by the association is implemented, the projected reserve account cash balance in each of the next five budget years and the percent funded for each of those years.

(5) The owners by a majority vote of the voting power in the association present, in person or by proxy, and entitled to vote at any meeting of the owners at which a quorum is present, may remove any member of the board of directors with or without cause.

[2011 c 189 § 8; 1995 c 283 § 5.]

Notes:

Effective date — 2011 c 189: See note following RCW 64.38.065.



5

HOME PAGE



- Home/NEWS
- Communications
- Association Documents**
- Meeting Minutes
- Land Use Standards
- Yards, Grounds, Plants
- Contact Info
- Photos

**The Villages of Garrison Creek**

*Walla Walla Valley's Premier Private Planned Community*

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Information for new members and residents is compiled under the '[Association Documents](#)' tab on the left side of this page.

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**CONTACT INFORMATION**

509-240-8659



DOCUMENTS PAGE

- Home/NEWS
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**Welcome!**

The following information is posted to address the most commonly asked questions. If you do not find the answer(s) you are seeking please contact the office for additional information.

**Governing Documents**

The Articles of Incorporation, the Restated Declaration, the Bylaws, the Land Use Standards, and the Addendum to Residential Rental Agreement summarize the guidelines, rules, and regulations by which the The Villages of Garrison Creek are governed and operated. Although we realize that there is a lot of information contained in these documents it is the responsibility of each potential owner or renter to become thoroughly familiar with the contents of these documents to determine if this is a community that is suited to their lifestyle.

- [MGC Organizational Chart](#)
- [Information for New Members and Residents](#)
- [Articles of Incorporation](#)
- [Bylaws](#)
- [Restated Declaration](#)
- [ARC Vision and Mission Statement](#)
- [Land Use Standards](#)
- [Covenants Compliance Process](#)
- [Insurance \(Umbrella Policy\)](#)
- [Insurance \(General Liability Policy\)](#)
- [FY 011 Financial Audit](#)
- [2012 Reserve Study](#)
- [Addendum to Residential Rental Agreement](#)
- [WA State HOA Law \(RCW 64.34\)](#)
- [2011 Approved Budget \(Mogby Property Management Association\)](#)

**Villages of Garrison Creek Maps — [Click to view full size](#)**