Villages of Garrison Creek Master Board

January 21, 2016

Notes for the Minutes

Present – See sign-in sheet

1. Cassie asked if there were any homeowner Concerns/Questions

None were expressed.

2. A quorum was established. Cassie called the meeting to order at 6:02 p.m.

3. Cassie reviewed the Master Board Minutes from December 11, 2015.

They were unanimously approved.

4. Reports from Officers

Judy – Met with Jim Hall. She commented on how much Jim does for us, and we can’t afford to lose him. Jim suggested changing the signature cards and look for a better interest rate. On the P & L Statement there was a variance of $218.00 (Actual vs. Budget). The Reserve Fund was well under budget. Of the $30,000 budget, $9,700 was used. A contributing factor was that we did not replace bark in 2015.

Motion to accept: NL

Second: DS

Auditor used is Joseph Vandal, CPA (Bellevue, WA). His rate for 2015 was $1,800.00 and his 2016 rate is $1,680.00

Some discussion: The lower rate was possibly due to the fact he had our basic information and would not have to redo that. Do we need an audit? Judy - good business practice; Cassie – the member voted to have an auditor in 2015; Doug – no Federal requirement to have an audit. A motion was made to perform an audit in 2016 by Joseph Vandal.

Motion to accept: DS

Second: NL

Unanimous approval

5. Committee Reports

South of Creek Committee – Ray Goff, South of Creek Committee Chairman – Investigating the use of DOC inmates (Kooskoosie Commons, nonprofit organization). They cleared all the creek area by Walmart without any interruption to the businesses in that area. NL stated the Walla Wall Country Club frequently uses them without any incidents. They would be used to clear the area starting by Bridge 1 (closest to Lion’s Park) and working west. The project would be to remove the blackberries and dead tree. The crew would be 10 supervised inmates (for the price of what it would cost of 2 or 3 civilian workers). The coordinator that Ray Goff is working with is Judith Johnson. The fee includes payment for Judith Johnson.

Ike would supply the dump truck and trailer and the men to haul the debris to the dump - $500.00 (4 loads). Ray’s estimate for this project is: $2,435.00.

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Some questions/comments/things to do/clarifications: Need to get approval from the City of College Place. Check with the DOC regarding L&I and obtain a statement to verify they have such insurance, communicate to homeowners, prisoners able to participate were convicted of a non-violent crime, the DOC inmates have good conduct, and are within two years of parole. We would have to supply a portable outhouse.

Ray will get the answers to the raised concerns. A motion was made to continue the preparation needed to perform the South of Creek Blackberry and Dead Tree Removal Project.

Motion to accept: DS

Second: NL

Unanimous approval

Cassie gave Ray Goff the “No Trespassing Sign”. He will take care of that project to install a fence between Lion’s Park and the Villages boundary.

6. Unfinished Business –

a) Pahlisch Homes Assessment – Cassie stated that the Master Board has received the assessments from Pahlisch Homes for the months of September – December. We are following up with the street light bill for Phase 9. Pahlisch Homes is responsible for electric bills for Phase 9. Judy will contact Columbia REA to bill Pahlisch Homes directly and amend the bills from September until now.

b) Clock Tower Circle Property Ownership – Daryl and Norm contacted Bob Rupar/Doug Botimer regarding the clock tower area ownership. The concern was the water rights for the well. That property will be transferred to the Villages of Garrison Creek Master Property Management Association (MPMA). Doug was asked who should sign. He said it was up to the title company. Doug confirmed it was Land Title. Both Doug Botimer and Bob Rupar will sign the quit claim deed. A motion was made to go forward with the ownership transfer to the Master Property Management Association.

Motion to proceed: DS

Second: NL

Unanimous approval

c) Insurance Change Status – Judy reported the policy is up for renewal in June. She confirmed that Shaun Borth had previously reviewed the new policy (Shaun is a principal at McDonald Zaring Insurance; but Shaun is not involved in the sale of the insurance). Judy commented the policy was underwritten by Community Association Underwriters of America, Inc. (CAU) and in her opinion she felt they would understand our needs. A motion was made to proceed with preparation of changing to the recommended policy by June 2016. A final review will be scheduled in May before making final decision.

Motion to proceed: DS

Second: NL

Unanimous approval

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7. New Business-

a) 2016 Master Board Goals – Cassie facilitated a session to establish the 2016 goals for the Master Board to review at each Board Meeting:

1. Resolve the South of Creek Property Discussion - Phase Ownership or Master Board Ownership or Myra Commercial Ownership ???
2. Meet Budget Projections
3. Hire Property Management Company if the cost of the company is offset by the savings of hiring the company
4. Develop an Asphalt Plan
5. Complete one walking path – irrigation adjustments/possible rebark

b) Property Management Plans – Cassie started the discussion with a suggestion to include at least one person from each phase to participate in a committee to study the use of a property management company for the Villages. Doug suggested that it is an important step and all the Master Board should be involved in the committee. A motion was made to involve all the Master Board (excluding the Developers).

Motion to proceed: DB

Second: NL

Unanimous approval

c) CCRs/Bylaws Change Discussion – Cassie discussed the process to change the current CCRS/Bylaws. The developers will take point in the initial step in determining the changes that will be supported by the developers.

8. Adjourned 7:25 p.m.

Moved to adjourn: NL

Second: DS