

# Villages of Garrison Creek MPMA Board of Directors Meeting

February 7, 2017 .. Amavi Cellars Conference Room

**MPMA Directors** .. Ray Goff/President, Doug Botimer/Declarant, Allan Fisher/Declarant, David Gullo/VP, Ron Hines/Treasurer, Dick Cook/Secretary  
Daryl Schriener/Realtor Liaison & Owner Orientation

## MINUTES

**CALL TO ORDER** .. Directors Ray Goff, Ron Hines, Daryl Schreiner, Dick Cook were present. Directors Doug Botimer, Allan Fisher, David Gullo could not attend

**With both Declarant Members absent, a quorum was NOT established and no votes could be taken during this board meeting .**

**OTHERS IN ATTENDANCE** included Rex Wallace/Phase 7, Tom Hamman/Phase 10, Joyce Beecroft/Phase 5, Scott Towslee/Phase 1 & Common Area Lead

### 1) MEETING EXPECTATIONS

Ray said the main objective of today's meeting was to bring Board members and other interested parties up-to-date on current neighborhood issues the Board is addressing and to seek input from all attendees.

### 2) CASSIE SIEGAL, Past MPMA President [2015-16]

Ray Goff recognized Cassie for her outstanding dedication and excellent leadership for the good of the Villages and its residents. Cassie continued her tireless contributions until she and her husband left for their new home in the Netherlands. She has offered continuing support to the Board via email.

### 3) FINANCIAL REPORT

Ron Hines, Treasurer provided a financial report based on the preliminary year-end 2016 Financial Statement. Ron explained that considerable differences between budgeted and actual income and expense were caused from the adjustments made during the year to Pahlisch Phase 9 assessments and expenses. This adjustment caused income to be higher and expenses to be higher than budgeted. The other major difference in the Reserve Fund expense was a reduction of more than \$10,000 for Bark Replacement in the open space common areas by using bark produced as a by-product of the tree removals south of the creek.

#### December 31, 2017

Operating Fund Bank Balance	\$ 33,605.97
Reserve Fund Bank Balance (CD's)	105,840.34

#### Year 2017

	ACTUAL	BUDGET
Income – Operating Assessment	\$ 163,353.35	\$ 136,416.00
Expenses – Operating	156,459.56	136,416.00
Income – Reserve Fund Assessment & Int.	38,652.24	28,540.00
Expenses – Reserve Fund	39,007.84	51,546.00

#### **4) PHASE 10 GATES**

Tom Hamman, President Phase 10 reiterated that Phase 10 considers their gates to be part of the VGC Common Area. Tom also said Phase 10 responded via certified mail to several issues the MPMA is addressing with Phase 10, including a response to MPMA's offer to work with Phase 10 to repair the gates. Ray indicated he had been out of town until this morning and has not seen the letter, but will review it and respond to Hamman.

#### **5) COLLECTIONS & PAST DUE ASSESSMENTS & ARC FINES**

We discussed the need for VGC to strengthen and consistently apply our policies for collection of past due monthly assessments & fines. Joyce Beecroft and Dick Cook reported some early successes with the MPMA using the lien process to collect overdue assessments, but they are unsure if ARC has had any successes in collecting fines.

We have a current situation with one Phase 6 Homeowner having unpaid assessments of over \$6,000. A lien has been placed on the property, but that lien has to be updated to the current unpaid amount. The homeowner has been very uncommunicative and hard to locate, e.g., several registered letters have been returned as "not delivered". Daryl pointed out when homeowners don't pay their monthly assessments or are habitually behind, they are being subsidized by the other owners and that isn't fair. Daryl recommended that we work with Phase Treasurers to evaluate the \$6,000 overdue assessment situation and other delinquent payers and then form a group to review possible remedy options, i.e., liens, small claims court, and collections. After a review of delinquent payer challenges with our Phase Treasurers it was hoped this group would continue to look into collections options.

The ARC "Covenants Compliance Process", listed of the "Documents section" of our Website speaks to the lien process for assessments and fines not paid within 6 months. It was also mentioned that Collections or Small Claims process may present a quicker and more effective solution in select situations. It was also discussed that the legal power for the MPMA Board and ARC to levy and collect assessments, fines and penalties resides in our VGC MPMA Covenants, By-Laws, and Articles of Incorporation. It was discussed that some Phases do not have bylaws that give them the power to collect. It was suggested we also contact Pahlisch Homes for their input on collection issues.

#### **6) MAINTENANCE POLICY for common areas located within Phases.**

This management and payment contract Policy initiated in March 2015 has been operational in all Phases exception Phase 10. Each year in February the phases provide the Master Board a contract for their estimated common area annual expenses. The Master Board monitors the costs by approving invoices and paying expenses from the Master Board Checking Account.

Phase 10's position is that they have never seen the new Policy referenced in any MPMA Board meeting minutes, so they do not consider the Policy official. Ray commented that the Policy has recently been posted in the VGC website, but that we would also formally record the approval of the new Policy in the minutes of the February 27 MPMA Board meeting.

## **7) COMMON AREA MAINTENANCE & SPECIAL PROJECTS**

Scott Towslee, was introduced as our Common Area Lead for 2017.. Scott will be reviewing our common area budget and reserve with Ron and will develop a special projects list, tentatively including a reduction of irrigation water south of Garrison Creek, except for new planting, and correction of a draining problem around select mailboxes in Phase 2.

It was discussed that we need more people involved with the early reporting of safety and maintenance problems. Scott mentioned that during his term on the MPMA Board we had a common area advisory committee that met 2-3 times per year. He recommends that we reinstate an advisory committee. Scott also recommended using a single contractor for normal Phase maintenance and common area maintenance within a given Phase vs the use of multiple contractors.

## **8) SOUTH HILLSIDE LAND TRANSFER FROM MYRA COMMERCIAL**

Ron Hines reported Myra Road Commercial has agreed to transfer the hillside property between bridge 1 and eastern boundary of phase 8 provided the MPMA pay for all title transfer and survey costs, and that we grant Myra Commercial a drainage easement for storm water runoff from their parcel on the corner of Myra & The Dalles Military RD . The estimated cost for this work has increased to approximately \$5,000 vs initial estimates of \$1,000, so the Board has advised Myra Commercial that we do not want to proceed with the land transfer at this time.

## **9) ORIENTATION FOR NEW HOMEOWNERS & RENTERS**

Orientation for new homeowners, after they moved in, has been tried several times. Unfortunately most of these attempts were short-lived. Joyce Beecroft, past Master Board Member, explained that the timing, in most cases was too late as the HOA basics and the Land Use Standards should have been thoroughly understood by new owners & renters prior to their purchase or first rent payment. Daryl pointed that many new owners and renters do not understand the constraints of living in an HOA, and that some realtors have failed to explain HOA basics before the sale.

We currently have in the ARC “Land Use Standards” a section on “Renter and Landlord Policy” and an “ADDENDUM TO RESIDENTIAL RENTAL AGREEMENT”...but it appears these policies are not being consistently communicated by realtors to new owners and renters. The Board will look for volunteers to further the discussion on this topic and provide recommendations for improvement.

## **10) IMPROVING MEMBER COMMUNICATIONS**

A variety of email system approaches were discussed to provide more timely information to Homeowners. Possibly the Phases and/or Master Treasurer, Jim Hall, could provide email addresses. The use of the website was also discussed including orientation sessions with members not familiar with our website. Some members do not use the web or email and need a porch or mail newsletter delivery.

## 11) **CRIME CHALLENGES**

We have many inquiries as to what we can do to address break-ins in the overflow parking lot. We have the basic problem in that our land use standards clearly state that “no overnight parking in streets or in driveways is permitted”. We believe the major problem is that many new owners and renters did not fully understand this restriction in the Villages before they moved in. The real but unpleasant “answer” is that renters & owners should not have moved into the Villages if they could not adhere to this restraint.

The Board installed the overflow parking to help address Homeowners with TEMPORARY needs for additional parking...but it was never intended to provide permanent parking. The parking is also located on one of the Developer’s property, not VGC property. We have investigated the use of cameras to oversee the parking area, but have not been able to overcome the problems of initial cost, installation costs, monitoring the cameras and, most importantly, “how do we apprehend a potentially-dangerous suspect”.

In conclusion, beyond cooperating with the College Place Police Department, we have no additional action plans for this unfortunate matter.

### **ADDITIONAL INPUT AFTER THE February 7<sup>th</sup> BOARD MEETING:**

Past conversations with the College Place Police Department have not been successful. More recently they advise that they are short-handed and have not been able to devote much problem to the break-in problem in not only our neighborhood, but “the epidemic of break-ins” all over College Place. Also they are undergoing a change of Department Chiefs. The good news is that, in mid-March, they will be scheduling Town Hall Meeting with incoming Chief Troy Tomaras to discuss College Place residents’ needs from the Police Department. We will alert Homeowners when that meeting is scheduled and encourage them to make their voices heard at the meeting.

## 12) **TENTATIVE DATES for upcoming Board meetings**

.. Annual Meeting, Sunday 3 December 2017

.. First 2018 MPMA Board Meeting, Wednesday 6 December 2017

.. Ray is incorporating Board input to finalize a schedule for MPMA Board Meetings for the remainder of 2017 to be posted on the VGC website next week.