

The Villages of Garrison Creek

MPMA Board Meeting

Tuesday 15 May 2018 [5:30 pm] @ SonBridge

MPMA Directors .. Present: John Cress, Jim Murphy, Marie Evans, Dick Cook, Scott Towslee
Absent: Doug Botimer, Allan Fisher,

MINUTES DRAFT .. May 15, 2018

1 .. Overview & Quorum Call: The five [5] elected Board Members and Jim Hall were present. Due to the absence of the Declarants, there was no quorum. No guests were present.

2 .. Member Comments: None

3 .. Financial Update: Jim Hall distributed and reviewed the April operating and reserve budget financials. Jim stated that our interest-bearing accounts and CD's could be earning more money if they were in different banks or accounts. Jim Murphy will work with Jim Hall on this issue and report back to the Board.

SonBridge offers the free meeting space to the MPMA for our many association meetings. Dick Cook and Jim Hall will talk with the SonBridge people about the Board offering a donation for the use of the meeting rooms.

Dick Cook said we are on track for achieving our goal of a \$150,000 year-end balance in our Reserve Fund. However we will still be short of the reserve balance recommended for an HOA of our size.

Jim Hall pointed out that the line item for legal fees was now at 97.9% spent. We will need to use funds from the contingency line item if/when further legal expenses come up.

The project of seal coating some of our streets is a planned expense that comes out of our Reserve Budget. The cost this year is expected to be \$28,784. It was suggested a need to outline which roads are to be maintained in future years.

Some Reserve funds will be used to pay for a replacement high ground water sump pump. Jim Hall recommended a line item should be added to the budget for Water Table Management. This specific pumping system was put into place during the early 2000's by the Developers.

4 .. Minutes: Copies of the Minutes for the April MPMA Meeting were distributed. They cannot be approved without a quorum. The draft will be posted on our website.

5 .. Updates

A .. EXITS: Phases 3- 4- MRC are essentially completed. They are no longer affiliated with the MPMA. A meeting is being scheduled with Doug Botimer, his attorney, Dick Cook, Daryl Schreiner, and our attorney for finalizing Doug Botimer's EXIT from the MPMA and the ARC. Dick Cook expects this meeting to take place soon ..

B .. Common Area: Scott announced that Phases 2, 7, and 8 will have their roads seal coated on June 4, 5, 6, and 7 homeowners will not be able to use certain roads for 24 hours. They may park their cars in any area where they do not block traffic. People must avoid walking the roads while they are blocked off. Mail delivery will not be interrupted where a letter carrier can walk to the mailboxes, but mail may be delayed for a day if the letter carrier cannot access the mailboxes on foot. The same is true for newspaper, UPS and FEDEX deliveries. Some walking paths that cross roads in those areas will be closed. Roads may be used again when the cones are removed. Drivers must be careful to only turn their car wheels when the car is moving to avoid damaging the new surface. Otherwise, the roads should be dry and safe to use within 24 hours of the work being completed. Garrison Village Way will not be seal coated this year and will remain open.

Scott Towsley wishes to thank the 12 volunteers who helped with tree removal, pruning, and general clean up for 3 hours last weekend. This saves the association a great deal of money and fosters local responsibility for our common areas.

Scott recommends the Board hire a tree specialist to inspect our trees every few years so that we can get ahead of problems with rot and infestations.

Our new ARC is becoming more involved with the current status and the long-term planning of our landscaping needs.

Scott Towsley announced to the Board that he has moved from the Villages but intends to serve his term as a Board Member through the 2018 term. His untiring work and long-time contributions continue to be deeply appreciated.

John Cress will work with Scott Towsley to facilitate the maintenance of our street light poles. They will contact the power companies who have the necessary equipment to maintain the poles.

C .. Water Coding [CP or VGC, Domestic, Homeowner Yards, Common Areas, Trails, GVW Parkway, Water Table Management, Drainage] ... This Board will be paying close attention to costs associated with all domestic and irrigation water issues.

D .. ARC: The committee is working on issues around changes to existing houses. The new parking monitor has started working and we expect a report soon. Jim Murphy will follow up on how this person reports his time so that he is paid accurately. He is canvassing the area after midnight. He will be looking for parking passes that will be distributed by the ARC. Any homeowner who is having overnight guests who are going to park in their driveway needs to contact the ARC for a pass. The ARC is looking into the possibility of having the passes available on the website for printing and available from Phase leaders. Each pass should be dated so that they are used temporarily. Guest parking is limited to 14 nights within a 30-day period.

The ARC is working with the Crime/Safety Committee. Jim Murphy, Dennis Olson, Dick Cook and Michele Wollert met with the Police Chief of College Place. Michele is working on a brochure that she will distribute to all homeowners. The group talked about a presentation on security, Block Watch, and other issues.

Some signs around the Village have been vandalized or stolen. ARC with help from the Master Board will repair and/replace street signs as needed.

Other ARC issues include conformity of fencing, and the continuing problem of garbage cans being left out past the collection day. There may be a problem with some people not being able to handle the larger cans.

The ARC is very busy and may have to expand their committee.

6 .. Old/Pending Business

A .. VGC Committees [Strategic Planning, Water Costs & Equity, Crime/Safety] Committees are scheduling meetings and doing research. The Water Costs & Equity Committee is breaking out the water costs across the Village and researching ways to conserve water. Scott will talk to Ike and to the Smith Brothers about using the sprinklers only when needed. Local volunteers will be trained to use the shut off valve so that the sprinklers will not run during or after a good rainfall.

The Crime/Safety committee continues to notify the homeowners ways to improve our safety and deter crime. [See the ARC report for further information.]

B .. Phase X Gate Request Gate Utility Cost Request & EXIT Status: No Phase X utility bills have been paid, by the MPMA at this point.. Phase X has not shown any desire to continue negotiations regarding their exit. The Board remains open to talks'

C .. VGC Issues, Priorities, Challenges: [2018 & beyond] The Board is anxious to institute positive changes in the way we do business so that we can concentrate on the issues of today while planning for growth and improvements in our community.

7 .. New Business

A.. Draft 1, Delinquent Payers Policy: Marie Evans presented the first draft of a proposed policy for collecting late and delinquent dues. Our current Bylaws allow the Board to add late fees and interest payments to late and delinquent dues. The policy is designed to hasten the process of going after the dues money while trying to be aware of individual issues that our owners may be facing. There was a discussion that brought forth clarification to the draft policy. Ideally, the process should take 1 to 4 months before the matter is turned over to a collection agency and/or a lien is filed. Marie will work on the changes needed and bring another draft to the next meeting.

John Cress and Scott Towsley recommended that the Board move toward passage of this policy at our next meeting.

The Board thanked Marie Evans for the time and work she put into this project. The Board believes that action is needed sooner in the process, and that every homeowner should be treated fairly and equitably.

B.. Phase 9 Government...set date & agenda for meeting with homeowners.

Dick, Scott and possibly others, will set up a meeting in Phase 9 to begin the process of forming a governance structure for the homeowners there. Phase 8 has a good structure and their Bylaws may be used as a template for a setup in Phase 9. The basic needs are a structure, officers, landscapers, and a roster of owners.

8 .. Executive Session: Since only the board was present for the meeting, confidential matters were discussed during the meeting, but Dick Cook noted that such discussions should be considered as Executive Session topics. These matters included confidential information about current delinquent dues payers, exit negotiations and pending legal issues.

A .. Accounts Receivable: While continuing to work on a policy that will govern actions in the future, the Board recognizes that immediate action is needed to deal with the current problem of delinquent payers. Therefore, Dick Cook will be sending letters to those who are currently in arrears of their dues. The Board will follow up with actions as described in our Bylaws as needed.

9 .. Next Board Meeting [if needed].. June 19, 2018 [5:30] @ SonBridge

A. Special BD Meeting TBA [re: final exits approval] and Work Session if necessary will be called when needed.