

**Villages of Garrison Creek
Master Property Management Association**

**December 9, 2018
Annual Meeting
SonBridge Community Center
MINUTES**

1 .. Welcome - Dick Cook, VGC Board President welcomed the members to the Annual Meeting and gave special recognition to past MPMA Presidents , MPMA Board of Directors, Phase Leadership, Committee Chairs/Members, and the many Volunteers who worked on VGC Projects.

2 .. Priority ONE, Common Area Management: Scott Towslee, VGC Board Member introduced Ike Muro, Landscape Contractor. Ike thanked us for our business and complimented us on our beautiful community. Ike also warned that our irrigation system may be wearing out and to use caution when driving or parking near the sprinkler heads at the turf edge. Scott said that the three major areas that need attention are our roads, our irrigation system and our landscaping. He praised the amount of volunteer help that we have and estimated that we probably save \$50,000 to \$70,000 a year by using volunteers.

3 .. City of College Place: Dick introduced Harvey Crowder, Mayor of College Place. Harvey is a retired veterinarian, former head of the Walla Walla County Public Health Department and has provided years of public service in the WW Valley. Mayor Crowder expressed his pleasure at being invited to our meeting. He stated he has been mayor of College Place since 2016 and began a discussion regarding recent changes that have occurred in the city. The mayor then responded to questions from the audience regarding traffic control and what the City of Walla Walla and College Place is doing regarding recycling. Another question concerned Myra Road. The City of Walla Walla owns Myra Road and in their long-term planning efforts have considered the possibility of a traffic light at the Myra/Garrison Village Way intersection. Mayor Crowder concluded his remarks by agreeing to ongoing communication and working closely with The Villages of Garrison Creek.

4 .. Parliamentarian: John Cress, VGC Board Member volunteered to serve as parliamentarian for this meeting.

5 .. VGC Outcomes & Challenges: John Cress shared that he and his wife love the Villages of Garrison Creek and have lived here for over 16 years. He acknowledged the pride of ownership present in this beautiful community in which we live. John emphasized that sustainability, growth, and maintenance of a community requires work, foresight, and intentionality. He thanked the dedicated board members, Phase leaders, and all the volunteers who in this last year accomplished a number of significant things including the following:

- Approval of the exit from the association of Phase Five Development LLC (PFD) that Doug Botimer and his partners formally requested at our annual meeting in December 2017. Negotiations and legal work occurred throughout the year and the paperwork has been filed and is completed.
- Exits from the HOA of Phases 3 and 4 (Regency Park Rehabilitation Center and Nursing Home, the cottages owned by the Walla Walla Housing Authority) and the Myra Rd Commercial property occurred. That were also approved at the December 2017 Annual HOA Meeting.

- The Board approved a policy regarding the handling of late payment of dues and delinquent accounts. Very few homeowners are affected, and the policy provides provisions to work towards resolution with individuals who may be facing financial challenges.
- A comprehensive study of our water sources and associated fees for both irrigation and in-home usage has begun and will continue. It is hoped that this will lead to a more equitable distribution of water cost for owners.
- Our association committees have been revitalized. Many volunteers are involved and have attempted to tackle real challenges and develop cost-efficient strategies for resolution. These committees include:
 - Finance Committee** (both operating budget and reserve budget)
 - Communications** (website, emails, newsletters, etc.)
 - Block Watch and Safety** (crime prevention)
 - Common Areas and landscape Reps** (includes South of the Creek)
 - Strategic Planning Committee**
 - Common Area Irrigation Water Costs/Equity**
 - Architectural Review Committee (ARC)**

John addressed additional challenges and opportunities we face in the coming year. He and the other board members see these as follows:

- Water, its accessibility, usage and delivery cost, and runoff management issues that challenge our city and surrounding communities.
- Both our association's operating and reserve budgets reflect increases necessitated by these new demands, as well as the continuing need to keep our community well maintained and plan for future replacements.
- The exits of Doug and Allan as declarant board members gives the association the opportunity this year to elect two new homeowners to the association board. Board Members serve one-year terms.
- Opportunities also exist for additional committee members and other volunteers. Please contact any board member to volunteer in your areas of interest and expertise.
- The VGC Rental/Renter policy and rules will continue to be reviewed and implemented, including vacation rental by homeowners.
- Communication and working relationships between our individual phases and the Master Board will continue to improve.
- We need to highlight areas in our community in which all members can offer much-needed, helpful contributions to our association at all levels.
- Organization of our official VGC Records and an updated inventory of VGC owned equipment needs to occur.
- A special committee to review VGC Water Equity and Costs including College Place vs Pumping Costs needs to be continued.
- Continuation of support and review of Neighborhood Watch initiatives to improve security in the villages.
- Work toward resolution, to the extent possible, concerns specific to individual Phases within our association.
- Review HOA Insurance needs including exploration of special policies available to individual homeowners.

- Continue to review our liens/collections issues (work with phase treasurers & Daryl Schreiner)
- Review the timeline, costs for possible transfer of Myra Road Commercial hillside to VGC

John concluded his remarks by thanking our hardworking team of board members, phase leaders, committee chairs and members, and volunteers. He stated that they work every day to keep our costs low and our home values at a premium. He further noted that many HOA's smaller than ours pay professional managers to do the work our team of volunteers accomplishes. He states he is deeply grateful for the service and expertise shared. We can be very proud to call the Villages of Garrison Creek home.

6 .. Quorum Call: Jim Hall, VGC Financial Advisor, reported that 75 members represent a quorum and with proxies we had 101 sign-ins thus a quorum was achieved.

7 .. Approval 12.10.17 Annual Meeting Minutes: A motion to approve these minutes was made by Barbara Larson (Phase 8) and seconded by Kurt Carlson (Phase 2). The vote was called, and the motion approved.

8 .. Architectural Review Committee: Tom Emmerson of the Architectural Review Committee gave homeowners the following home winterization reminders.

- Please unscrew garden hoses due to copper piping [water freezing] issues
- Close flaps on foundation vents and consider installing Styrofoam covers on the vents.
- Clean out rain gutters

Tom also talked about parking reminders. Resident vehicles are to be garages at night. Guests are to park in drive ways or in designated parking pads. No parking on grass. If staying overnight, guests should be given guest parking permits. See your phase leadership or designated parking monitor in each phase for these permits. Special medical parking permits are also available through ARC.

Dick noted that he agreed with Doug Botimer when Doug selected Tom Emmerson as the best person to replace Doug on ARC. Dick thanked the ARC members for their work this year.

9 .. VGC Strategic Planning Committee: Jack Gisler, SPC Chair, stated that the Strategic Planning Committee [Jack Gisler, Dennis Olson, John Cress] affords us the opportunity to create "guideposts" and a shared vision for our community. The rewriting of the CCR's and By-laws is only one piece of the work for this committee. Most of the work will require substantial input from the individual phases. The Committee is seeking volunteers from each phase to meet with the committee and review infrastructure issues, governance, communication, and finance issues. The Committee is seeking volunteers (1 or 2 from each Phase) to participate.

10 .. Block Watch/Safety Committee: Michele Wollert, Committee Chair began her remarks by stating that we are a neighborhood that cares for each other and we want to continue to work to preserve this. Members of this committee and others met with the College Place Police Department and an official block watch committee designation was established for our community. Areas of concern brought to the attention of this committee include car prowling's and thefts from unfinished residences in Phase 9 (Pahlisch). The losses have been in the tens of thousands of dollars. Prevention tips given by Michele include:

- Keep your vehicles in the garage. Don't leave garage doors open.

- Police recommend leaving your porch lights on at night and use timers when gone.
- Get to know your neighbors

Michele also discussed that parking on only one side of our narrow streets is allowed. Emergency vehicles must have access and it is almost impossible if cars are parked on both sides of the street. Cassie Siegal (Phase 8) requested that the Block Watch Committee encourage the individual phases to consider locked mail boxes. Dick Cook also commented that Phases 1 & 2 do not have representatives on the Block Watch Committee and encouraged volunteers.

11 Candidates for 2109 VGC Master Board: Dick stated that new candidates Marilyn Vogel (Phase 7) and Morris Kivett (Phase 2) have joined with incumbents John Cress (Phase 10), Jim Murphy (Phase 6), Marie Evans (Phase 2) Dick Cook (Phase 9) and past four term Board Director Sam LeFore to run for the seven (7) positions elected annually to the Master Board. Marilyn Vogel and Morris Kivett were asked to stand and that biographical information for all the candidates had been placed in our agenda packets. The ballots with the board candidates names were passed out as people signed in for the meeting. Dick then opened the floor for nominations. Allan Fisher wanted to nominate Cassie Siegal, but Cassie declined. A motion that the nominations be closed was made by Henning Guldhammer and seconded by Mark Minne. Motion passed by voice vote.

12 .. VGC Finance Committee, Proposed Budget

A. Common Area Irrigation Water Equity Analysis: Ray Goff explained that some of our common areas are irrigated with Garrison Creek and Clock Tower Pump System water (“VGC pumping system”) and some by College Place City water. The details of which common areas are watered by which system were provided in the information provided to each resident by mail prior to this meeting. The purpose of this Water Equity Analysis was to enable the Master Board to move to a system that allows the Master Board to pay for all water (VGC pumping system and purchased College Place water) used to irrigate common areas in all Phases without the need to incur the cost of new water meters. The analysis was designed to estimate the area within each Phase that is irrigated by CP water and then to pay each Phase for that water at the same rate that the Master Board is currently paying to CP for Phase 9 CP common area irrigation water. For the 2019 budget it amounts to \$0.0802 per square foot irrigated for the year. The 8 cents per sq. ft per yr. rate will be used to calculate the irrigation “allowance” for each phase. (Detailed amounts are broken down in the mailed handouts.) Dick called for questions for Ray; A question arose regarding how and when the rebates would be distributed to the phases. The question was referred to Jim Hall who clarified the rebate process options to be decided by the Master Board with input from the Phases.

B .. Proposed 2019 Operating & Reserve Budgets Marie Evans & Jim Hall

Marie began by thanking the finance committee for their work in the development of the proposed 2019 budget. She referred homeowners to the 2019 budget allocations listed in the hand-outs and provided percentages for amounts allocated to Maintenance of grounds North of the Creek, the reserve, utilities, administration, contingency, net income, irrigation, and maintenance of grounds South of the Creek. She also provided information regarding where the increased revenues would be allocated. She then asked if there were questions and Paul Storey asked how the budget committee arrived at the storm water amount. Jim Hall answered that for individual residential property the amount was \$7.36. For common areas, roads, sidewalks, an aggregate divided by 3500 square feet then multiplied by \$7.36 was utilized. Another question was “is net income separate from the contingency fund?” The answer was “yes”. Yet another question posed was whether or not Phase 6 streets would be seal coated this year and the answer was “yes”. Michele Wollert thanked the budget committee and commented that

without our many volunteers the costs to this organization would be astronomical. Marie said that the board would be available after the meeting for any additional questions regarding the budget or any issue. She asked that the membership support the Board by ratifying the 2019 Budget.

13 .. Voting by Ballot [2019 Budget & Master Board Candidates] .. Ballots had been given out at the time of registration. A ballot box was available throughout the meeting for completed ballots. Election results are listed below.

14 .. Adjournment: A motion to adjourn the meeting was made by Mark Minne with several seconds. Dick Cook adjourned the meeting at 4:00.

Attachments

1 .. December 9, 2018 Annual Meeting ELECTION RESULTS

2 .. Ray Goff's Report "Common Area Irrigation Water Cost Equity"

OFFICIAL ELECTION RESULTS .. 12.9.2018

Budget

Yes	71	Passed
No	17	
Abstain	7	
Total	95	

Board

Marie	Evans	86	Elected
Marilyn	Vogel	87	Elected
Morris	Kivett	80	Elected
Jim	Murphy	79	Elected
John	Cress	85	Elected
Dick	Cook	86	Elected
Sam	LeFore	86	Elected
Cassie	Siegal	1	
Henning	Guldhammer	1	
Scott	"Townson"	1	

Attendance

In	
Person	68
By	
Proxy	33
Total for Quorum	101
Absent	139
Total Membership	<u>240</u>

Ballots

Distributed	101
Not returned	<u>-6</u>
Ballots returned	<u><u>95</u></u>

Counting
Committee

Darrin Ezell
Linda Burbank
Karie Jacque
Jim Hall, Observer

VILLAGES OF GARRISON CREEK
ANNUAL HOMEOWNERS MEETING.....DECEMBER 9, 2018

COMMON AREA IRRIGATION WATER COST EQUITY

1) WITHIN THE VILLAGES, WE IRRIGATE OPEN "COMMON AREAS".

SOME OF THE MOST VISIBLE ARE:

- THE TURF AND TREES ALONG GARRISON VILLAGE WAY FROM THE CLOCK TOWER CIRCLE TO LARCH ST.;
- THE CLOCK TOWER CIRCLE;
- THE GAZEBO CIRCLE, AND;
- WALKING TRAILS 5-6, 6-7, 7-8 AND APPROXIMATELY 0.3 MILE SOUTH OF GARRISON CREEK


2) ADDITIONALLY, WE IRRIGATE SMALLER "COMMON AREA" PARCELS WITHIN THE EIGHT VGC PHASES

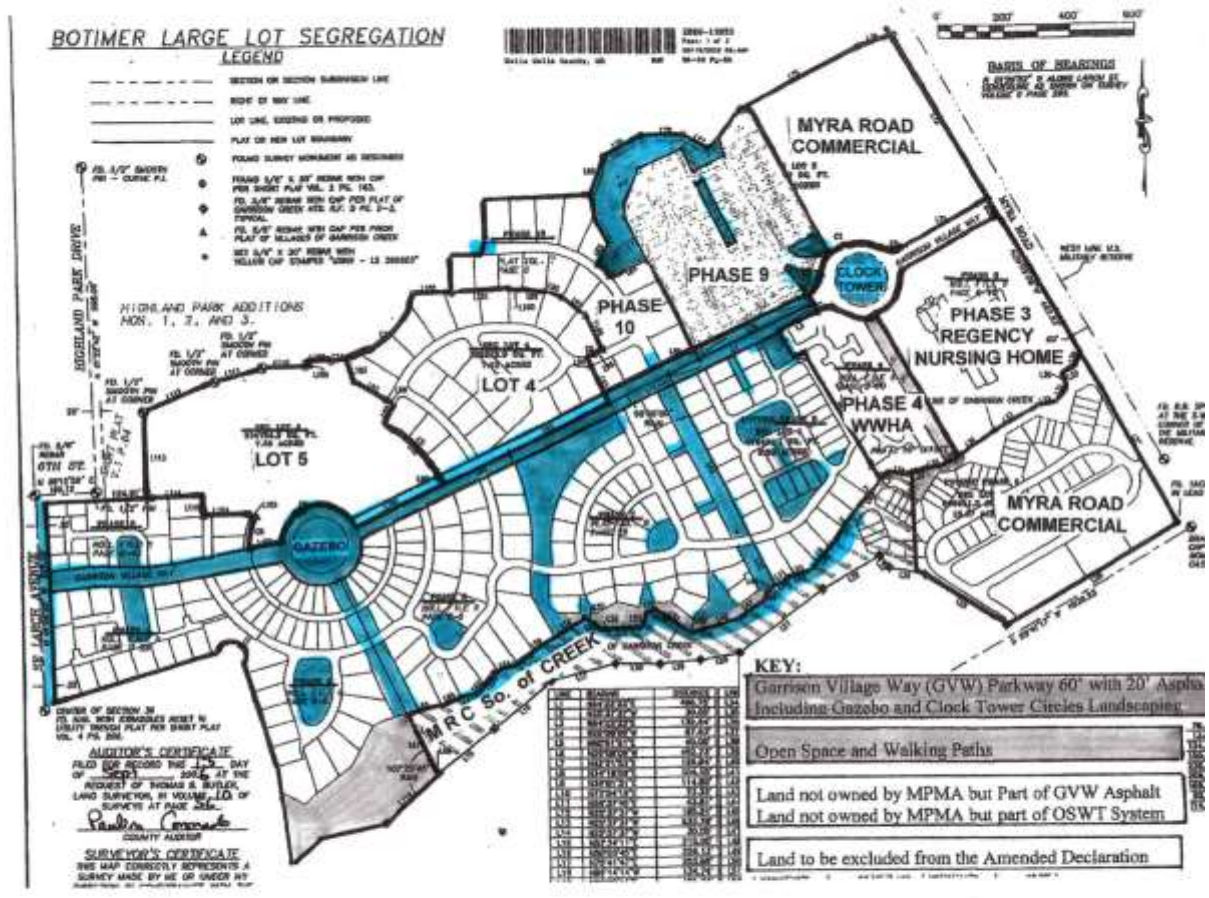
- PHASE 1....2 AREAS
- PHASE 2....2 AREAS
- PHASE 5....1 AREA
- PHASE 6....1 AREA
- PHASE 7....9 AREAS
- PHASE 8....6AREAS
- PHASE 9....4 AREAS
- PHASE 10...2 AREAS

TOTAL27 AREAS

MAP

VGC...Irrigated Common Areas

 = Irrigated



3) THE TOTAL OPEN COMMON AREA UNDER

IRRIGATION

= APPROXIMATELY 8 ACRES PLUS 0.3 MILE ALONG THE WALKING TRAIL SOUTH OF GARRISON CREEK

- PART OF THIS AREA IS IRRIGATED WITH WATER FROM THE "PUMPING SYSTEM" (THE CLOCK TOWER WELL AND THE GARRISON CREEK PUMP). ALL OF THE COSTS FOR THE "PUMPING SYSTEM" ARE PAID FOR THROUGH THE MPMA BUDGET.
- THE REMAINDER OF THIS AREA IS IRRIGATED WITH WATER PURCHASED FROM COLLEGE PLACE, SOME OF WHICH IS PAID FOR FROM THE MPMA BUDGET AND SOME OF WHICH IS PAID FOR BY HOMEOWNERS IN THE RESPECTIVE PHASES.

4) FOR EQUITY OF IRRIGATION WATER COSTS, THE MPMA BOARD HAS BEEN INVESTIGATING WAYS TO ESTIMATE THE COST OF COLLEGE PLACE IRRIGATION WATER PAID FOR BY INDIVIDUAL HOMEOWNERS, SO THAT ESTIMATED COST CAN BE PAID FOR FROM THE MPMA BUDGET, THEREBY MOVING US TO THE POINT WHERE ALL WATER USED TO IRRIGATE COMMON AREAS WITHIN VGC IS PAID FROM THE MPMA BUDGET.

-- THE NEED WAS TO FIND A WAY TO ESTIMATE THESE COSTS TO AVOID THE PROHIBITIVE COST OF INSTALLING 30 TO 50 METERS TO MEASURE THE WATER FLOW TO THE MANY AREAS WE IRRIGATE.

5) A NEW ESTIMATING PROCEDURE HAS BEEN DEVELOPED. IN SUMMARY, THE NEW PROCEDURE:

- ADDRESSES THE FACTS THAT ALL OF PHASE 9'S COMMON AREA IRRIGATION WATER IS PURCHASED FROM COLLEGE PLACE, AND; THE WATER IS ON 3 METERS DESIGNATED ONLY FOR COMMON AREA IRRIGATION, AND; WE KNOW THE IRRIGATED SQUARE FOOTAGE, THEREFORE WE CAN ESTIMATE THE \$ PER SQUARE FOOT IRRIGATED (= \$0.0802/ SQ FT) THAT IS CURRENTLY PAID FOR THROUGH THE MPMA BUDGET FOR THE PHASE 9 COMMON AREA IRRIGATION.**
- WE THEN APPLY THE \$0.0802 / SQ FT TO THE SQUARE FOOTAGES OF OPEN COMMON AREA IRRIGATED IN EACH PHASE TO DETERMINE THE AMOUNT THAT WILL BE PAID FOR THROUGH THE MPMA BUDGET BEGINNING IN 2019.**

6) WE HAVE MET TO EXPLAIN AND ASK FOR FEEDBACK ON THIS NEW METHODOLOGY TO ESTIMATE THE OPEN COMMON AREA IRRIGATION COSTS ON NUMEROUS OCCASIONS:

- AT SEVERAL FINANCE COMMITTEE MEETINGS IN SEPTEMBER AND OCTOBER;**
- AT THE OCTOBER 30TH MPMA BOARD BUDGET WORK SESSION, AND;**
- AT THE NOVEMBER 20TH MPMA BOARD MEETING**

7) THE MPMA BOARD HAS APPROVED, BEGINNING IN 2019, THE NEW PROCEDURE TO ESTIMATE AND TRANSFER TO THE MPMA BUDGET (VS INDIVIDUAL HOMEOWNERS) THE COST OF ALL COLLEGE PLACE WATER USED TO IRRIGATE OPEN COMMON AREAS.

- THE COST TO IMPLEMENT THIS NEW PROCEDURE IS ESTIMATED TO BE \$14,607 AND IS INCLUDED IN THE PROPOSED 2019 BUDGET.**
- IT SHOULD BE NOTED THAT THERE WILL BE AN EQUAL REDUCTION, \$14,607, TO THE ACTUAL INDIVIDUAL PHASES' COLLEGE PLACE WATER BILLS IN 2019. THE COST REDUCTION BENEFITS DIFFER AMONG PHASES, BASED ON HOW MUCH THE RESPECTIVE PHASES HAVE BEEN PAYING HISTORICALLY FOR COLLEGE PLACE WATER, AS SHOWN ON THE NEXT SLIDE.**

8) REDUCTIONS TO ACTUAL 2019 PHASE COSTS FOR OPEN COMMON AREA IRRIGATION:

PHASE	2019 ACTUAL WATER COST REDUCTION
1	\$ 715
2	\$ 902
5	\$ 1,016
6	\$ 1,464
7	\$ 1,577
8	\$ 3,538
10	\$ 8
SUBTOTAL	\$ 9,220
PHASE 9	\$ 5,387 (PAID DIRECT TO CP FROM MPMA BUDGET)
TOTAL	\$14,607

9) THE INDICATED \$14,607 INCREASE TO THE MPMA BUDGET IS INCLUDED IN THE \$26.50 INCREASE RECOMMENDED FOR 2019 MPMA DUES.

--- WITH HOMEOWNERS' APPROVAL OF THE 2019 BUDGET, THE MPMA BOARD WILL IMPLEMENT THIS NEW PROCEDURE IN 2019 AND MONITOR AND IMPROVE THE PROCEDURE IN THE FUTURE AS EXPERIENCE DICTATES.

**Ray Goff, Volunteer
960 SE Creekside Dr.
12/9/18**