

The Villages of Garrison Creek

Master Property Management Association

Wednesday 10 October 2019 2:00 pm @ SonBridge Community Center

**MPMA Directors .. Dick Cook/President, John Cress/VP, Marie Evans/Secretary-Treasurer
Jim Murphy/ARC, Morris Kivett, Marilyn Vogel, Henning Guldhammer**

Board Minutes

- 1 .. **Quorum Call & Sign-In Roster:** All Board Directors present except Morris Kivett who is traveling. Guests include: Mark Benzel, Daryl Schreiner, Barbara & Lanny Collins, Donna Fisher, and others.
- 2 .. **Agenda Overview:** Dick Cook reviewed the agenda and asked if there were agenda item additions Board Director wanted to add. No additions were made.
- 3 .. **Member Comments, Communications, Brief Announcements:** Dick acknowledged a letter from Don Coleman concerning East Pond liability. The contents will be discussed in Executive Session. There were no other member comments.
- 4 .. **NEW Proposed Covenants & Bylaws:** Marie Evans reported that our VGC Spokane Attorney has reviewed the most recent Covenants draft from Kurt Carlson and his committee of readers. Kurt and the attorney are now working on a draft that includes all the legal language required and reflects the input from the many people who contributed to the contents of the covenants draft. It is our hope that a final draft will be available for distribution with the Annual Meeting packet to be sent on November 6th.
- 5 .. **ARC Report:** Jim Murphy gave a report for ARC outlining the committee's proposal for 2020. There was a question and a discussion about the traffic issues in the Villages. There is a request that we consider a speed bump on GVW between Larch and the gazebo circle. People speed through there, not stopping at stop signs, endangering pedestrians and other cars. Dick will follow-up with Henning [CP Liaison & past speed bump chair], Michele Wollert [Block Watch & Safety Committee] and Jim Murphy [ARC] to review our history and speeding challenges with CP Police.
- 6 .. **Common Areas Report**
 - A .. **East & West Pond Updates:** Work is well underway on the east pond. About 2-3 feet of muck sitting on top of the old pond liner was removed, the banks will be built up and stabilized to bring back the original outline of the pond and protect adjacent home foundations, and a new liner will be ordered and installed. Dick assured us that all precautions possible will be taken to make the pond safe from wayward strollers, wheelchairs, and small children. We hope to have the work completed by the end of November.
 - B .. **Street Lights:** Henning reported that REA will be painting the poles that we lease from them. REA will inform us when they determine the best way to accomplish the task. The poles in Villages 1 and 2 are owned by the VGC.

7 .. End of year Calendar

A .. Next Board Meetings .. October 30 & November 13 [2pm] at SonBridge ..

B .. Special Homeowner Meetings [tentative] .. Sunday 3 .. 10 .. 17 .. December 1: These meetings will be for information on the new documents and on the 2020 Operating and Reserve Budgets and any other significant topic.

8 .. 2020 Operating & Reserve Budgeting: Marie reported that the Finance Committee has had three meetings, and another is scheduled. They are working on a proposal to scale back the Operating Budget and put extra funds into the Reserve Budget. The Reserve Budget has been underfunded for years and the Finance Committee is working on a proposal to bring our contributions closer to recommended minimally acceptable amount. Watch for more information and be prepared for a possible dues increase related to our revised capital reserve fund.

A .. Reserve Study Sign-Off: The Reserve Study has been completed after a site visit this summer. Ray Goff, Henning Guldhammer, and Lanny Collins are working with Joel Tax, the Reserve Study Professional, on some last minute details before Joel Tax can sign off and release it to us. It is our practice to post this document online and review it in the upcoming special meetings to be held prior to the Annual Meeting on December 8 [2pm] at SonBridge.

9 .. Strategic Planning, Priorities, Focus Group/Individual feedback: Dick reported that the priority item that came forth at the September 22 meeting with 25 Village Leaders was the inconsistency in enforcing the Land Use Standards. Dick is working on a full report of all feedback from Village leadership including individual member letters to be available to members soon.

8 .. Motion to Adjourn to Executive Session to Discuss: Legal & Property Issues, Delinquencies & Liens, and Personnel Issues: Marie moved, and John Cress seconded. Motion passed.

9 .. Motion to Adjourn Executive Session: Marie moved, and Jim Murphy seconded. Motion passed. No action was taken during Executive Session.

10 .. Next Board Meeting: moved to October 30 [2:00] at SonBridge Community Center. Agenda items will include the property south of the creek, the Agenda for the Annual Membership Meeting December 8, the contents of the packet that will be mailed to the members 30 days in advance of the meeting, the recommended Operating and Reserve Budgets, and the recommended drafts of the new CC&Rs and Bylaws (tentative).

Meeting Adjourned by acclamation.

ARC Objectives for 2020 – Based upon 2 additional ARC Members

1. Meet with Phase/Village Leaders on Education of HOA Members
(LUS, Riparian Area, Concerns, Parking enforcement)
2. **Find ARC Secretary (new position)**
 - Observe LUS violations
 - Send out violation letters (Home Maintenance, Parking)
 - Assist on Procedure development
 - Responsible for Maintaining Filing of ARC documents
3. **Find ARC Assistant (new position)**
 - Observe LUS violations
 - Notify ARC Secretary of observed LUS Violations
 - Follow-up on violation letters
 - Assist on necessary VGC ARC projects
 - Assist on Procedure development
 - Responsible for Grasshopper Phone Message System
4. Develop/update written Procedures
5. Continued Monitoring of Land Use Standards
6. Replace signs where needed (Blind Intersection, Speed Limit, Parking, et.al. (\$400)
7. Additional signage along walking trail (\$200)
8. Establish ARC sub-committees (ie. Common Area; Landscaping; Village Reps;)
9. Look into additional Park Benches for Common Areas \$\$\$
10. Look into use of cameras \$\$\$

11. **2021 Objective** - Painting of fence along Lion's Park and 6th Street (\$800)
(Homeowners should pay for replacement boards)