

**The Villages of Garrison Creek
Master Property Management Association
Wednesday January 22, 2020 [2:00pm] @ SonBridge**

MPMA Directors: Dick Cook, Marie Evans, Marilyn Vogel, Linda Olson, Denise Bartlow, Jim Murphy, Morris Kivett

Guests: Kurt Carlson, Daryl Schreiner, Ray Goff, Dennis Olson, Jack Gisler, Dan Halstrom, Tom Emmerson, Yvonne Jaso, John Jaso

Board Minutes

1-Quorum Call and Sign-in: Board Member present-Dick Cook, Marie Evans, Marilyn Vogel, Linda Olson, Denise Bartlow. Members absent-Morris Kivett, Jim Murphy

2-Member Comments: None

3-Election of Board Officers: The floor was opened to nominations and the following were nominated, accepted nomination and were voted by members into position.

Dick Cook-President

Marilyn Vogel-Vice President

Marie Evans-Treasurer

Denise Bartlow-Secretary

Dick asked the board members to consider which committee they would like to serve on. This assignment will occur at the February board meeting. A review of the committees was done by Dick. Dick asked that volunteer Richard Bartlow assist with the communications committee, working with emails and website communication.

4-Calendar: The board was asked of their availability to continue board meetings every 4th Wednesday of the month at 2pm- the location being SonBridge Community Center in College Place. All board members agreed on the time, date and location. It was moved by Dick and seconded by Marilyn that the Board Meeting calendar be adopted. Motion passed unanimously.

5-Minutes: The November 13, 2019 were presented. It was moved by Marie and seconded by Marilyn to approve the minutes as presented. Motion passed unanimously. The 2019 Annual Meeting minutes draft was reviewed.

6-Financials: Marie presented the year 2019 end financial report, stating that the VGC is in very good shape. Marie stated that the finance committee needs to meet to discuss the net income funds and their distribution. Marie moved; Dick seconded to accept the 2019-year Financial Statement as presented. Motion passed unanimously.

7-New Business: Linda spoke of a concern expressed to her from a fellow resident in Village 8. The concern centered on smoking, and in this homeowners case, next to their home. Linda has passed this concern on to the leaders of Village 8. This matter will be discussed at the next Board Meeting.

8-Next Board Meeting: It was agreed that Dick, Marie and Denise would meet next week to discuss the agenda for the February board meeting.

9-Executive Session: Marie moved, and Marilyn seconded that the Board go into Executive Session for the purpose of discussing personnel and legal matters. Motion passed unanimously.

No action taken during Executive Session. Marie moved and Marilyn seconded that the Board come out of Executive Session. Motion passed unanimously.

10- Adjourn: Dick moved and all seconded that the meeting be adjourned. Motion passed unanimously.

Workshop and Discussion (1-22-2020)

1-Common Area-Ray Goff reviewed and reported to the board the VGC common area maintenance obligations and assets.

Asphalt Streets-

- VGC owns 9.6 acres of asphalt street, estimated replacement cost would be \$1.9 million. This is the largest cost asset the homeowners own.
- Volunteer Lanny Collins is compiling history of said streets as to provide timely maintenance to avoid failure of asphalt.
- Routine maintenance includes repair of potholes, crack sealing, sealcoating and overlay or replacement of street.

Walking trails, Parks, open spaces

- There are 14 acres of open space in the Village, with 8.2 acres irrigated and 13 acres mowed, trimmed, landscaped.
- The largest single expense item for VGC is the upkeep for said areas, by mowing, weed control, irrigation, landscaping, tree care and removal, leaf pick-up and more.
- Volunteer labor has provided enormous help, thus reducing costs associated with landscaping. This work has included the removal of noxious trees, landscaping, mowing, fallen limb and tree pick-up, blackberry trimming.
- Volunteers will continue to be needed in 2020. Don't worry about physical or time limitations, all help is appreciated and goes a long way in keeping the costs down

Irrigation-

- The VGC has miles of underground piping and thousands of sprinklers, hundreds of feet of dripline. This is a major expense for the continued maintenance.

Street lights-

- Streetlights in Villages 1 & 2 are owned by VGC, and power provided by Pacific Power. All other street lights are leased from Columbia REA who provides power and upkeep.

Snow Removal-

- Snow removal is done by Ike Muro Landscaping for all Villages. This is coordinated by Ray Goff and Ike Muro who monitor snow fall and weather forecasts.
- The priority is keeping walking paths and streets safe for Homeowners while working within the budget.
- The cost for snow removal is approximately \$1000, plus additional cost to clear walking trails and mail boxes.
- Presently we have spent ½ of our snow removal budget

2-Architectural Review Committee -

Dennis Olson reviewed and reported to VGC the ARC priorities/plans and projects for 2020

Education: Meeting with each Village to discuss concerns. These meetings will also offer education on LUS, parking, riparian areas.

ARC Secretary/Assistant: This new position will issues letters and follow-up on violations of the Land Use Standards

Land Use Standards: continued work needed on this

Replace signage as needed: currently there is a budget of \$400 to replace signs on roads and walking paths. This will be done on a as needed basis.

Grasshopper Phone System: Jim Murphy has asked for 2 months to find a solution to the non- working Grasshopper system.

3-Covenants and Bylaws DRAFT update: Kurt Carlson handed out the current draft update, and explained the process used. A timetable was discussed to have documents ready to present to the Homeowners for voting upon in the spring/summer. Kurt spoke of the current Washington laws concerning HOA's, and how this updated document will follow such.

4-Operating Budget- Jim Hall and Marie Evans. Jim gave an overview and tutorial of the operating budget, year-end balance sheet and the P&L