



Master Property Management Association

Board Meeting Minutes- final

October 27, 2021.-, at SonBridge

**VGC Board of Directors-Linda Olson, Dick Cook, Marie Evans,
Denise Bartlow, Joyce Beecroft, Jeanne Joyal**

Guests – Liz Hanafin, Liz Heisler, Donna Fisher, Beth Pinkers, Yvonne and John Jaso, Dorothy Wallace, Ray Goff, Chuck Boyd, Cynthia Yegge.

Quorum Call – Present –: Linda Olson, Dick Cook, Marie Evans, Denise Bartlow, Jeanne Joyal. Absent – Joyce Beecroft.

Introductions – Linda asked everyone in the room to introduce themselves.

Minutes – September 22, 2021.-, minutes were presented. Marie made a motion to accept the minutes as presented. Jeanne seconded the motion. **Motion passed unanimously.**

Financials – Marie reported that we were 75% of the way through the year, and on target at 75% of the budget. The common area on the financials shows a difference, as August was the last month paid to Muro Landscaping and September is the first month of paying the Tree Amigos. Some new expenses occurred in September,-: a pump was replaced in the pumphouse, and new signs were purchased for the two entrances, reminding drivers that this is a private road. Marie made a motion to accept the financial report as written. Linda seconded the motion.

Motion passed unanimously. Contracts were reviewed. The Muro Landscaping agreement was completed on September 30, with Ray negotiating the final charges. A copy of this agreement is included in the minutes. Common area landscaping and several Villages have contracted with Tree Amigos through 2022. The Tree Amigos are currently working on projects that Ike had not completed. They are receiving a set rate over a 6-month period. Common Area Committee is working on a list of jobs by time or seasons to be given to the Tree Amigos, as a follow up tool to job completion. Currently, a draft contract for common grounds, Villages 6,7,8 &9 is being worked on for the Tree Amigos for work beginning in March. Ray spoke of the challenges the Tree Amigos face as a 3-person team replacing a 7–8-person crew. They will be paid year-round, the same that Ike was, with work expected to be done during the winter as allowed by weather. Trimming of landscaping will now be done later in the year, for better plant health. Some residents have expressed concern that trimming had not been completed, it has been

determined to be better for the plant/tree life to have trimming occur in the winter, in February and March. Currently, the Tree Amigos are cleaning up debris from the recent windstorm, which caused considerable damage to the large pocket park in Village 7. They also have been working on weeding along walking trails and in pocket parks that had been neglected. John has been working with Senske to do a winter application of fertilizer, which they completed on October 27th. Their quote was considerably less than other companies. Discussed the contract with Denali Sun Consulting, i.e.- Kurt Carlson, who will work as an administrative assistant logging all comments that have been received on the proposed CCR's. He will complete some work this year, and some in 2022. Kurt originally worked on all drafts of the CCR's and Bylaws, working together with HOA lawyers. A copy of this contract is attached to minutes. Marie made a motion to formally accept the contracts with Denali Sun Consulting and Muro Landscaping and Irrigation as written. Dick seconded the motion. **The motion passed unanimously.** Dick asked John when the contract with fertilizer companies would be done. John stated that the plan is to conclude contracts to Senske and Pro Lawn by the middle to end of next week. He suggested that a requirement be made of them, to submit with all invoices, the application records as required by law. This would allow for complete follow up.

Marie presented the 2022 proposed Operating Fund Budget and the 2022 proposed Reserve Fund-Spending Plan. Marie stated that the Finance committee met three times to work on the budget. Linda reminded everyone that opportunities were given through electronic means, for residents to ask questions or make suggestions-, in addition a meet and greet was held in the Gazebo for input on the budget. The budget and spending plan will be voted on by mail, the vote will be to ratify or not. A 3% increase over last year is included, with the operating budget remaining the same and the 3% going into the Reserve Fund. There may be a change in the insurance line as more info is received. We may be required to carry insurance on structures, such as gazebo, clock tower and bridges, which we do not currently have. More money was put on the legal line to facilitate the CCR's and Bylaw review by our lawyer. Reserve study line increased, due to a on-site study being required next year. Social committee line increased, as we have exceeded the historical average turnover rate for homes this year. Landscaping line will need to remain flexible as we work with new landscaping company. Landscaping and roads are our biggest expense, as we own everything from Larch Street entrance to the clock tower. Parking lot maintenance has been deleted as the board is no longer maintaining the parking lot. The line for sidewalk repairs has moved to the Reserve Fund. A reminder that the Reserve Fund Spending Plan is not a budget, but a flexible spending plan on what we must replace or fix. Ray spoke of the pond project, which has been a controversial project. The reserve analyst required that the project estimate include the replacement of the liner, of which there is not one. The reserve analyst has been sent pictures indicating the lack of a liner. The project will come in under the projected \$155,000.00 budget. Ray spoke of the need for a storage shed. Currently, Village equipment is stored in various residents garages. The riding mower has been kept at Roger Williams home, and he has recently passed away. It has been moved to a temporary location. Two preferred locations on common ground have been identified, but objections from homeowners have made these questionable. Marie explained that by approving the Operating Budget and the Reserve Spending Plan, the storage shed will be a new asset for the VGC and the cost will be approved. Marie made a motion to accept the 2022 Operating Budget and the 2022 Reserve Fund - Spending Plan as presented. Jeanne seconded the motion. **Motion passed unanimously.**

Committee Updates –

- **Safety/Security** – Denise reported that this committee assisted in identifying landscaping issues that were impairing line of site for motorists, and walkers. Trees at the Larch Street entrance, corner tree and shrubbery on Heron and Creekside, and shrubs, trees, and wild roses at the intersection of Creekside and the walking path.
- **Social/Welcome** – Denise reported for this committee. A Halloween parade for all including pets is planned for October 31st, 2:30, at the Gazebo. Refreshments will be served. Plans continue for Christmas activities. Homes continue to go on the market, almost daily. Denise read a Thank You Letter from Meg Eubanks who had received a welcome bag after purchasing a home here.
- **Landscaping/Reserve Committee** – Ray reports that work is ongoing with the Tree Amigos, bringing them up to speed. Currently learning what is in the contract and what is extra work. They have worked on the Larch Street entrance project, and are currently doing storm clean up in Village 7 pocket park, and SOC clean up. Ray reviewed the Larch Street entrance project, trees removed, and roots ground up, entrance replanted. Donna added that bark was still needed, and said that the Tree Amigos were good to work with. John added that he felt Donna had done a great job with the project. Beth from ARC, asked who chose the plants?. She indicated that the plant selection had not gone thru the ARC committee. Ray indicated that ARC should have been involved. Beth asked specifically what plants and trees had been put in there. John provided a verbal listing of the plants, juniper, laurel, Serbian spruce, cedar, and pine. John indicated that ARC was not involved in the project, and offered apologies for that. Donna indicated that extensive research had been done on the selected plants. John stated that this did not go thru ARC, and it was unfortunate about that. There is one tree left to be planted behind the sign. Ray indicated that ARC would be asked for approval on that. Linda indicated that Dan has asked for a clarification of the approval process. Marie made the following motion- **“ I move that any restoration, replanting, reconstruction, or improvement of MPMA common area be reviewed and approved by the Architectural Review Committee concerning the aesthetics of the project and the cost of the project be pre-approved by the President and /or Treasurer of the MPMA BOD”**. Jeanne seconded the motion. **The motion passed unanimously**. Beth stated that we have had occasions that homeowners do something on common ground, and it is nice to have clarification. John stated that there are garbage plants that should not be planted in back yards, they could spread to neighbor yards or common grounds. He suggested that ARC make a list of such for homeowners. Linda suggested it could be included in a newsletter. Ray indicated that Dick recently received a question concerning the pond liner. Ray indicated it was on the reserve study component detail, stating that the pond was in poor condition and that the liner is visible with tears. Ray handed out to board members a copy of the component report showing this. He stated that the record will now be corrected on the pond liner.
- **CCR's/Bylaws** – Dick spoke of the project that Kurt will be taking on logging comments received on the proposed CCR's. The work will continue into next year.
- **ARC**- Denise spoke for the ARC committee, stating that there have been over 18 projects that the committee has worked on in a little over a month. Two large projects concerned the property owned by the Borths and Fortes, both located along the creek. In

working with the WDFW departments a mitigation plan has been developed that will beautify the creek area. The board has authorized up to \$1000 to match monies homeowner will commit to for restoration. A volunteer group will be organized in the spring to assist with removal of concrete bricks, pots, and planters from the common property adjacent to the Forte property. Placement of home on lots has proven to be a problem in some cases, where actual homes were built over the property lines, and homeowners are not aware of their boundaries. The committee is assisting Village 9 with improvements to their pocket park. Again, boundary issues will need to be resolved with the cemetery, as a large portion of the pocket park appears to belong to them. ARC will need to gain permission to negotiate an agreement on this land.

Ike Muro Memorial – A proposed memorial designed by Tom Emmerson, and financially supported by resident donations. A brown metal bench with an engraved plaque attached and placed in cement by the West Pond. Completed by volunteer help.

Member Comments – Received an email from Anita Long who expressed concerns about weeds and an undesirable tree in the Village 7 large pocket park. Ray indicated that he has instructed Tree Amigos to work on the clean up and weeds in this location. This is part of the projects left undone by Ike. Ray indicated there was to be a meeting with some residents of the pocket park. Marie reminded all the info@villagesofgarrisoncreek.com email address, where residents can send in questions or comments. The email address is monitored by three board members.

Calendar – Initially a November 17, 2021, was scheduled, but this has been cancelled due to some board members being out of the area. There will be an informational meeting prior to the annual meeting on November 28, 2021., from 2pm-3pm via ZOOM. The annual meeting will be held on December 5, 2021. at 2pm, via ZOOM.

Executive Session – Marie made a motion to leave the board meeting and go to Executive session for the purpose of discussing legal, delinquencies, and personnel. Linda seconded the motion. **Motion passed unanimously.** No action taken during executive session. Marie moved to come out of executive session. Linda seconded the motion. **Motion passed unanimously.**

Adjournment – Linda made a motion to adjourn the meeting. Marie seconded it. **Motion passed unanimously.**