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**Master Property Management Association**

**Board Meeting Minutes**

**March 20, 2022, SonBridge**

**VGC Board of Directors – Linda Olson, Dick Cook, Marie Evans, Denise Bartlow, John Cress, Henning Guldhammer, Mike Serra**

**Guests –** John Jaso, Yvonne Jaso, Anita Williams, Dave Siviter, Rex Wallace, Dorothy Wallace, Linda Burbank, Liz Heisler, Sherri Walley, Beth Pinkers, Amy Serra.

**Welcome –** Linda welcomed all to the March board meeting, and asked each to introduce themselves.

**Quorum –** All Board members present. Quorum is met.

**Discussion of Strategic Plan Mission, vision, and Values –** Dick facilitated this discussion centering on the mission, vision, and values section of our VGC the Strategic Plan developed in 2019, and accepted by the Board as a “work in progress”. The original goals as set by the developer were to reflect the warmth of a small town, encourage homeowner participation, and create walking paths in natural surroundings. Comments received during discussion indicated that the this is a great document, the committee worked hard to produce this document, the document should support the aesthetics that is shown, the friendly environment and community values. It is recommended that the mission statement be shorter.

**Minutes –** February 23, 2022, meeting minutes were presented. Marie made a motion to accept the minutes as presented. Mike seconded the motion**. Motion passed unanimously**.

**Financial Report –** Marie reminded everyone that the financial reports are posted on the website under “members content”. It is anticipated that the Villages will be over budget on the legal line, due to our attorneys working on the PFD LLC. We are beginning to show payments to landscapers as they are starting to work earlier in the year than in the past. Marie made a motion to approve the financial report. Linda seconded the motion. **Motion passed unanimously**. Marie presented the revised budget for year 2022. The original budget had holes in it, as the landscaping contracts had not all been signed. Those figures have not changed from the original amounts, they are now formalized by contract. Marie made a motion to approve the revised 2022 budget. Linda seconded the motion**. Motion passed unanimously**. This completed budget will be posted on the website.

**Committee Reports –**

**ARC** – Denise reported as the temporary ARC Committee. Follow up has been completed on previous and current projects. The project in Village 7’s pocket park, on the large planting area was reconfirmed. This will require the removal of the large pine tree and the plantings in the bed. These will be removed by the residents who assisted in purchasing these, any left over will be repurposed within the Villages common grounds. After the removal, this planting area will be returned to sod. Plans have begun to plant ground cover and a tree in the common area between 1024 and 1048 S.E. Creekside homes. It is this committees recommendation to hire TAL to remove the two remaining blackberry clumps on the SOC side, with the assistance of volunteers. This will enable the completion of the planting of several shrubs. A spring flyer was put out in boxes reminding residents who are planning front yard landscaping changes and house paint color changes to use the change forms found on the websites. A group of arborvitaes along Larch Street were examined as they looked dead. There is no sign of recovery. Landscape Committee has been notified of this. Comments – Amy Serra volunteered to assist with the ARC committee. Dick recommended that the drip lines along Larch Street be checked out.

**Social/Welcome –** Denise reported that this committee has begun delivering welcome bags to new residents. The spring season has brought several homes for sale. Events continue to be organized.

**Safety/Security –** Denise reported that this committee has been working on a newsletter that will go out by email to residents. It is a spring reminder about speeding, scoop the poop signs, bikes, scooter or skateboards on sidewalks or pathways. The committee received an email noting that mailboxes along S.E. Creekside had been opened overnight, another resident also sent an email concerning this situation, stating that it appears to happen a couple times a month in the nighttime. Residents are reminded to pick up their mail daily, not to leave in the box overnight. It does not appear that there was any mail theft, it appears to be malicious mischief, A question was raised about where we were in the process of locked mail boxes. Henning spoke for the reserve committee, indicating that there were some funds allocated to this, and that Rand Strobel was looking into them. The MPMA owns the structure over the boxes, and each resident is responsible for their own their boxes. Two Villages had developers add the cost of locked boxes to the home sale, and one Village has paid for the box stand themselves. John asked if there might some type of incentive for Villages to pursue this? The individual Villages are encouraged to work with the Master Board on this. The committee received an email from a resident with a health concern. She has brought to our attention the issue of strong scented odors that affects her health while out walking, specifically scented dryer sheets. Many people suffer scent related illnesses such as migraines, asthma attacks and others. The homes in the Village are placed close together, and dryer venting is often very close to roads and walkways. It is requested that residents consider using unscented dryer sheets in consideration of those who suffer from this. One of the meeting attendees asked that education occur on street parking and the legalities of the one side only regulation. Because our streets were built in a narrow design, we are required by the city to allow parking on one side only. This gives space for emergency vehicles to drive down. We do have ambulances often in the Village, and the blockage of a street by parking on both sides could impact their ability to provide lifesaving care to the resident. Please, park only on the side of the street designated, and inform your guests to do the same. Firetrucks also require the same clearance.

**Landscape –** John Jaso reported for this committee, first covering the plans being made to replant a portion of the Village 9 hillside. This area has been an eyesore, and is very difficult to maintain. Village 9 is proposing to plant a low maintenance/low water dwarf fescue grass on a trail basis along the slope from Blue Mountain Memorial Gardens from the asphalt walkway to the edge of 654 S.E. Whimbrel Loop. This test area will determine the viability of this plan, and if successful will reseed entire hillside. Landscaping Committee is proposing to charge this to a reserve sub account of NON- GVW Tree/Shrub replacement. The proposed project is estimated at $2434.58. Landscaping Committee is proposing the exploration of selling the empty lot facing S.E. Crestlane Dr for development. This is common ground belonging to the association. There are several factors to consider and investigate. First working with legal counsel to determine if our governing documents allow a sale as this. The board gave it’s support to Ray to pursue this with legal counsel and the City of College Place. A discussion of the proposed maintenance building occurred. It has been noted by the City of College Place that a main sewer line runs underneath the clock tower, and they will not allow an addition to be built onto it. Presently, the Landscaping Committee has been unable to develop a concept for a separate building that would aesthetically be compatible with the clock tower. The committee is recommending the building be placed at the original site on trail 2 between Garrison Creek and S.E. Creekside Dr. This proposed plan met with disagreement from several board members and attendees. While agreeing there was a need for a maintenance building, attendees expressed the value of natural surroundings that this location has. Mike indicated that he had previously secured signatures of neighbors who objected to this location. Some questions that were explored were – does the building need power, could solar panels provide power, could the building be put on SOC property? There is an immediate need for covered storage for the mower. Mike offered his garage as a temporary location. Dick suggested a need for a new committee who will explore every option for a location for the maintenance building. The committee was formed with Henning, Mike, Dick, and Ray to find a solution immediately.

**CCR’s/Bylaws –** Dick stated that the committee had met recently and are working on draft 15 for the CCR’s, and draft 20 for the bylaws. When these drafts are finalized, and vetted by our association attorney, the committee will hold a series of meetings with homeowners prior to a vote, tentatively scheduled for this October.

**PFD –** John provided a review of what has occurred so far. After significant response to the application submitted by PFD, the application had been withdrawn. It was stressed the Villages are favorable to development occurring on this property, it needs to comply with the signed documents. Our attorney has written a letter to the developer, we have not yet heard back. At this time, we are waiting until we hear back, or another application is submitted to the city. Henning asked if the City would acknowledge and respect the issues that are had with PFD. Linda stated that there was another traffic analysis report to be done, which could take months. Dorothy stated that she had heard rumors that Doug had sold the property. John indicated he too had heard this, and that there appears there may be another builder. Marie stated that the property could not be sold in secret, so she was confident it had not been sold.

**Member Comments –** Amy gave her thanks for the hard work the board does.

**Calendar –** The next board meeting will be held on April 27, 2022, at 2 P.M. at SonBridge.

**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 pass unanimously**. No action taken during executive session. Marie made a motion to come out of executive session. Linda seconded the motion. **Motion passed unanimously.**

**Adjournment –** Linda adjourned the meeting.