

VGC Board Meeting 11/15/23

Reserve Committee and Common Area/Landscaping Committee

Reserve Committee:

- 1) No Committee Meetings since early August
- 2) All Committee members encouraged to continue review the new simplified chart of accounts & ensure our Reserve Analyst, Accurate Reserve Professionals, Inc (ARPI) has properly identified all VGC assets & cost items that are to be funded by the Reserve.
- 3) Emailed ARPI President, Karen McDonald, to clarify "Cement Repair/Replacement" assets for V9 & V10 remain covered under the new chart of accounts. Linda Olson addressed this Homeowner question.

Common Area/Landscaping Committee:

- 1) Recommend we engage TAL to provide additional landscaping maintenance for Trails 1,2 & 3.
 - Primarily leaf removal 4' on each side of walking trails; removal of green debris cleared by VGC volunteers, and; weedwacking north bank of Creek near Bridge 1.
 - Also grinding of 3 tree stumps on Trail 2 & other stumps if we have rental time remaining on stump grinder.
 - Recommend approval of expenses not to exceed \$1,900 plus tax & charging to Operating Budget line item 7606-12 "Maintenance-Non-Contract Walk Trails".
- 2) Reserve Committee member, Jon Messenger, & I recommend retaining A-1 Plumbing to roto-rooter the street drain near the NW side of the V10 north gate.
 - Objective is to ensure the drain is unblocked and confirm whether the drain is a straight pipe or a French Drain. Ike Muro's (rest in peace) recollection 5 years ago was that it is a straight pipe. Roto-rooting now will help us ascertain whether additional drain cleaning other than annual cleaning of leaves and debris is required in the future.

- A-1 was unable to give us a cost estimate, but we are assuming well under \$1,000.
- We need to check with Marie, Jim Hall and new accountant Jo Ann Brewer to determine where to charge the costs of the roto-rooter. We assume this service should be charged to the Operating Budget "Non-Contract Maintenance-Other" subaccount.
- Continuing normal yearly practice of cleaning all street drains of leaves and minor debris after Thanksgiving.
- We are hopeful that this year's re-paving of the V2/5/6 Alley has reduced or eliminated the severe water pooling in that area and that continued leaf removal and minor maintenance will reduce pooling further. Thanks to Denise Bartlow for monitoring rainwater pooling in the Alley for us.
- OK to proceed with A-1 Plumbing roto-rooter of the N V10 gate drain?

3) Clock Tower Storage Annex

- Final CP inspection of the completed Storage Annex has been completed...see Attachment 1.
- We have begun moving VGC maintenance assets into the new Storage Annex.
- We are trying to recruit a VGC volunteer to inventory all VGC assets as they are moved to the Storage Annex; to record all relevant information about the assets; to coordinate with Jim Hall and Jo Ann Brewer to ensure these assets are properly recorded in the VGC Balance Sheet, and; to perform routine cleaning, maintenance and oversight of the Storage Annex. Any volunteers?
- We are still awaiting Doyle Electric's invoice, which we assume will be identical to their bid, and clarification of TAL's invoices to identify the cost of relocating irrigation sprinkler heads so as not to hit the new Storage Annex.
- We have obtained written indemnification from Lozano's Construction that VGC will not be responsible for any future charges related to Lozano's construction of the Storage Annex...see Attachment 2. Also, we have written confirmation from Professional Engineer, Merlin Phillips, that all PE costs associated with the Storage Annex permitting and construction have been

paid...see Attachment 3. Therefore, as detailed in Attachments 2 and 3, all costs for permitting, professional drawings and project changes (mainly changing from a wood floor to a concrete floor) are included in the payments already made by VGC to Lozano's Construction and to Merlin Phillips, PE.

- We have updated the 10/11/23 Estimated Project Cost summary to include a fire extinguisher (\$65.19) and a November 2022 TAL invoice for sod removal prior to Storage Annex construction (\$1,246.68). These costs were properly recorded by Jim Hall as part of the Storage Annex cost, but erroneously not included in my 10/11/23 Estimate. See Attachment 4.
- The Total Estimated Project Cost is now \$43,248...approx. \$271 unfavorable to the 4/19/22 estimated project cost of \$42,974.
- Will update the "Estimated Project Cost" sheet once the Doyle invoice is received and we identify the TAL cost for re-routing several irrigation sprinkler heads...and if any other cost elements are identified.

Ray Goff, VGC Volunteer
11/15/23

CITY OF COLLEGE PLACE

Certificate of Completion

Name and Address of Owner:

VGC Master Property Management Assoc. PO Box 694 College Place Wa. 99324

| | | | |
|--|-------------------|----------------------|--------------------|
| Building Address: | Parcel # | Permit # | Use Classification |
| 1068 SE Garrison Village Way | 350736929901 | 2022.0374.BP0048 | Storage Shed |
| Portion of Structure That Has Been Inspected and Certified | Construction Type | Group | Code Edition |
| New Construction | VB | U | 2018 IBC |
| Automatic Sprinkler System Required/Installed | Zone | Design Occupant Load | |
| No | PUD | NA | |

[Empty signature box]

Building Inspector

Date:

Scott W. [Signature]

October 23, 2023

Ray Goff

From: Ray Goff
Sent: Thursday, September 28, 2023 10:50 AM
To: sonlozano2013@gmail.com; lozanosremodelllc
Cc: lchaneyolson@gmail.com; marieevans
Subject: VGC Clock Tower Storage Annex...Final Payment to Lozano's Remodel LLC
Attachments: Scan0020.pdf

Adan,

Pls text confirmation that you have received this email.

I can meet with you tomorrow to give you the final payment to Lozano's Remodel LLC from VGC for the VGC Clock Tower Storage Annex project. We first must have your agreement that this is our final payment for this project and that your subcontractors or you will not seek any additional payment from the VGC HOA for any goods and services relating to this project. Please see the attached "Indemnification of VGC HOA for Future Mechanics Liens and Other Claims" that we will ask you to sign tomorrow before I give you the final check.

Can you meet me at my house at 11am or 4pm tomorrow?

Ray

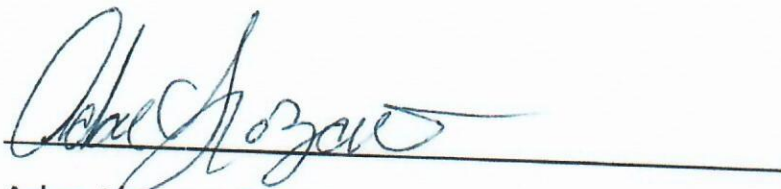
Sept 29, 2023

To: Linda Olson, President, Villages of Garrison Creek HOA

Indemnification of The Villages of Garrison Creek HOA
For Future Mechanics Liens or Other Claims Relating to the Permitting
and Construction of the VGC Clock Tower Storage Annex

In relation to the VGC Clock Tower Storage Annex constructed by Lozano's Remodel, LLC in the April 2022 through September 2023 time frame, I, Adan Lozano, President of Lozano's Remodel, LLC, do hereby attest that all charges related to this project are summarized on Lozano's Remodel LLC invoice # 203 for \$6,992.27 and invoice # 206 for \$11,033.90...and that these final charges have been paid by The Villages of Garrison Creek HOA via VGC check # 9122 in the amount of \$18,026.17.

I further attest that Lozano's Remodel LLC or I personally will pay for any future mechanics liens or other claims against The Villages of Garrison Creek from subcontractors, materials suppliers, government-construction-permitting agencies or other parties retained by Lozano's Remodel LLC during the construction of the Clock Tower Storage Annex.



Adan Lozano, President, Lozano's Remodel LLC

Merlin Phillips
Merlin Walter Phillips, Jr. PE PLLC
211 NW Evans Ave.
College Place, WA 99324

208 284-1278
Merlin.w.phillips@gmail.com

5 October, 2023

Mr. Ray Goff
Garrison Creek Village
College Place, WA 99324

Enclosure:

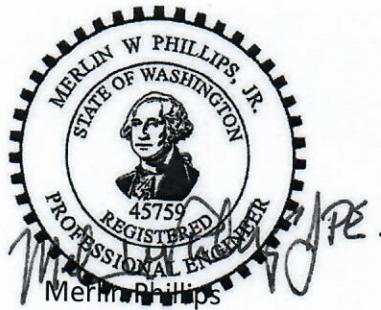
RE: All Payments received for Engineering Services

Sir;

Mr. Adan Lozano, has paid all outstanding invoices for engineering services provided to Garrison Creek Village incurred during the storage shed installation.

If you have any further questions, please feel free to contact me at 208 284-1278.

I remain;



Position Principle Engineer
Merlin Walter Phillips, Jr. PE PLLC

Att 4, Pg 1 of 2

**Clock Tower Storage Annex
Estimated Project Cost Update
11/15/2023**

| Payee | Date | Description | \$ |
|-------------------------|-----------|--|---------------------------|
| Lozano's Remodel LLC | 4/27/2022 | 50% down Pmt | \$15,678.40 |
| Lozano's Remodel LLC | 9/29/2023 | Final Invoices #203 & #206 | \$18,026.17 |
| Merlin Phillips, PE | 8/?/2023 | Invoice 2023-20 for Revising Constr. Permit | \$1,501.00 |
| Doyle Electric | 10/?/2023 | Wire CTSA for connection to Generator | \$4,165.11 |
| Benjamin's Painting | 8/8/2023 | Paint Clock Tower Storage Annex | \$1,847.90 |
| John Jaso | 8/?/23 | Reimbursement...purch of two interior lights | \$215.23 |
| John Jaso & TAL | 10/?/23 | Estimated Landscaping...to be done later | \$500.00 |
| Dick Cook | 8/13/2023 | Reimbursement...purch of fire extinguisher | \$65.19 ⁽²⁾ |
| Tree Amigos Landscaping | 11/1/2022 | Sod Removal for footprint of Storage Shed | \$1,246.68 ⁽³⁾ |
| Tree Amigos Landscaping | 2022/2023 | Sprinkler Relocation (searching for invoice) | ? |
| | | Total | \$43,245.68 |

For Information:
1) Estimated Project Cost (per 4/19/22 Olson Email citing email poll of VGC Bd)

2) & 3)...both cost items coded properly to Reserve subaccount 1114 "Maintenance/Storage Shed", but erroneously omitted from 10/11/15 Estimate

3) Estimate may be revised:

\$42,974.42

- a) Doyle Electric invoice still not received;
- b) Continuing search to see if TAL relocation of several sprinkler heads has been invoiced;
- c) Continuing to search to determine if all cost components accounted for.

4) Not pursuing workbench or shelving at this time unless can be obtained by volunteer contribution

5) All additional permitting and construction costs triggered by conversion to concrete floor vs wood floor included in final payment to Lozano and in VGC payment to Engineer Phillips' Invoice 2023-20.

R. Goff 11/15/23