

The Villages of Garrison Creek

Villages of Garrison Creek Board Meeting
May 22, 2024, SonBridge Community Center

Board Members Present — Linda Olson, John Cress, Marie Evans, Barbara Larson, Greg Brothers, Jonathan Messenger

Absent — David Siviter

Guests Present — 10

Introductions and Welcome — President Olson Invited everyone to introduce themselves and state their home Village. Quorum Call — quorum met

Member comments — none at this time

Approval of Minutes from Board Meeting of April 28, 2024 and Special Board Meeting of May 13, 2024 Marie Evans moved acceptance of the April 28 Board Meeting.

Barbara Larson seconded. Motion carried. Marie Evans moved acceptance of the Special Board Meeting May 13. Barbara Larson seconded. Motion carried. Financial Report

Barbara Larson reported that the finances reflect the spending to date. We expect a higher amount to be spent in the line for audits due to the audits completed this year.

Marie Evans moved to accept the financial report as presented.

John Cress seconded. Motion carried.

Delinquency Policy discussion on this is postponed as we are awaiting a response from our attorney.

HOA Pay — Barbara Larson announced that the VGC is moving to a software that will be used by our bookkeeper and can be accessed by our members. As we learn the capabilities, we will be able to use the software to check our individual accounts, pay online, and check our balances. The Association will be able to use the email lists for communication and other services.

Other finance issues that were brought up were: 1. Anyone making purchases or charging items or services must have prior approval from the President or Treasurer. 2. All invoices submitted to the Association must be itemized, or at least have the parts and labor separated so that we can keep better track of the costs.

Discussion regarding City of College Place Mandate regarding Backflow Preventer and booster for Villages 1,2,5.6 and 7 - Linda Olson and David Siviter — A full report is attached to these minutes. President Olson assured the membership that the Board is working with the city to not only resolve the issues and are looking at possible funding sources with the government.

There will be a hazard assessment meeting with the city officials on Thursday, 23rd at 8 a.m. Updates will be posted on the website.

Marie Evans moved that the Board authorize up to \$35,000 for the first stage of this project. Barbara Larson seconded. Motion carried. Funds will be taken from the Reserve Fund. (This motion was made at the end of the meeting but should have followed this report.)

- Discussion regarding Storm Drainage issue for Village 10 -Jon Messenger reported that the construction crew had cut drainage systems from Village 10 to the Many Waters property. Jon Messenger consulted with the city who are contacting the engineer for Many Waters and ordering them to reincorporate the drainage pipes from the hill into their system. John Cress and Jonathan Messenger continue to work with the city on issues related to the construction of the Many Waters project. It appears that the applications have been approved for building, though the issue of their CCRs is still unresolved. The MPMA is working with attorney Jared Hawkins on this issue.
- Signage in the Villages — Dick Cook met with Denise Bartlow, Joyce Beecroft, and

received input from Donna Fisher regarding the signs that need replacement and the signs that are missing. They have ordered new "Park on the other side" signs and will be installing them to conform with the city's rules about parking on the street. Safety is the issue as emergency equipment cannot get past vehicles parked on both sides of the street. The ad hoc committee is looking for suggestions on entry signs. They favor something simpler than the signs currently used. The orange sign now at the east entry is temporary. Signs at the entrance to the trails will be reworded and made more concise. Let Dick

know if your area would like to designate which side of the street to have for parking in your neighborhood.

A question was asked about the mailboxes. Dave Siviter had been working on a prototype example when the backflow issue took all his time. The mailbox issue is not forgotten.

Committee Reports

- ARC — Linda Olson said there was no written report. The committee has been dealing with the usual issues at this time of year. Members must work with ARC if they plan to change the color of their house or fence. Area paint dealers will come to your house and help you match a color if you request.

Parking Policy — Allan Fisher has sent a letter to the Board outlining his discussion with an attorney. The Board will make a recommendation to the ARC. According to our current CCRs, the ARC may change the Land Use Standards without Board approval, but they have asked for Board input.

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- Social and welcome — Anita Williams and Cindy Yegge — 30 people attended the garden event on Sunday, May 19th. The committee thanks Yvonne and John Jaso for sharing their expertise with the Villages. The next event is June 9th with Chip Golf Opening Day. Dick Cook and his volunteers will be available for any who wishes to try the course. Everyone is welcome to participate or just come and watch.
- Safety and Security — Joyce Beecroft thanked Frankie Laufer for joining the committee. They wish to remind every dog owner, including guests, that it is not only Village policy but also city law that dogs are kept on a leash when not on their own property. There was an incident with a visiting dog causing a problem because it was not leashed.

We are reminded that we must respect all traffic signs. There are too many cars speeding and not stopping at the stop signs, and there are often cars going the wrong way on the traffic circles.

A member pointed out that there is a constant puddle on the sidewalk near the small pond. This is a safety issue as there is no safe way to go around it. Joyce Beecroft will check it out.

- Landscape/Reserve Study — Ray Goff did not submit a written report this month. The landscaping is in full operation at this time of year.
- Water Leak Issue Update — Ray Goff did not submit a 'written report. The work continues.
- Ad Hoc Committee regarding new development — John Cress reported that we have a copy of the sale agreement signed by the new owners of the Many Waters property.

They are all affiliated with Hayden Homes. We are working with our attorney to help us establish communications with the owners.

John Cress is looking for volunteers for the Ad Hoc Committee. Board Member Jonathan Messenger has volunteered. John Cress has asked Jane Shaw of Village 10 to also serve.

The outstanding issues are:

Traffic easement and flow

Storm water runoff

Including the PFD Agreement in Many Waters' CCRs

Minimum of construction traffic on GVW

Reciprocity of walking trails, common areas

The name should be different than the Villages of Garrison Creek so as to differentiate them from the VGC.

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There is a question of whether they are using VGC open space to conform to city standards for their property.

Other points brought up included time line (It is possible that homes will be built in the next 3 months). The real estate agent? (Possibly Janie DiDario) The possibility of Many Waters joining the VGC MPMA (An invitation may be made.)

Dick Cook thanked the Board on behalf of the membership for staying on top of this issue.

e Calendar/Next Board Meeting: June 26th at 2:00 pm at SonBridge

- Executive Session — Legal issues, Delinquencies, Personnel Marie Evans moved that the Board go into Executive Session for the purpose Of discussing legal issues, delinquencies, and personnel. Barbara Larson seconded. Motion Carried The same board members moved to come out of Executive Session and adjourn. Motion carried.

e Adjournment — No further action was taken by the Board.

Attachments:

"Introducing PayHOA" from Treasurer, Barbara Larson and Bookkeeper Jo Ann Brewer

Letter Re: Parking from Allan Fisher

Interim Progress Report (Draft) from David Siviter, Project Manager, MPMA water utility infrastructure.

Report from Social Committee



PAY



Introducing PayHOA!

To better serve our homeowners we will begin using PayHOA effective July 1, 2024. PayHOA will allow you to login and review your account history, make payments, and update your personal contact information at any time.

Please look for an activation email in mid to late June to set up your online access.

If you do not have an active email account, you will continue to receive your invoices and statements through regular USPS mail. If you would like to provide an email address for use with PayHOA, please email accounting@villagesofgarrisoncreek.com.

May 22, 2024

To: The Board of VGC

I volunteered to contact an attorney to answer the question, "Can we enforce the existing land use standard which requires all permanent occupants to park their vehicles in the garage overnight." I contacted Jim Hayner, who created the covenants and land use standards for the development. He said that was absolutely allowable and even the responsibility of the ARC and he outlined how it could be enforced.

Additionally I have spoken with two active brokers in our area and they both said that if the Villages allowed the look to deteriorate by allowing parking and a look similar to Highland Park area nearby that we should expect at least a 10% to 20% decrease in our property values.

I would hope the ARC or the board does not want to be in the position of being responsible for that decrease in our property values.

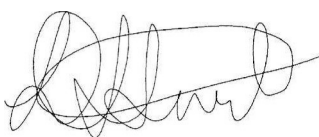
One of the reasons we are able to enforce the parking, front yard, painting standards is that every purchaser signs and agreement that they will abide by the standards as a condition of purchase. Therefore we have 100% agreement to the standards.

I know it is not a perfect world and there are renters that may not be told about the standards and there may be a few owners that just do not want to abide by what was agreed to at the time of purchase. But I believe if we work with non-compliant situations in a positive and reasonable way we can keep the Villages looking great. I am willing to do what I can to help with those efforts.

Allan Fisher Phase V President, VGC

Interim progress report to the Board of Directors of MPMA to address the mandate from the City of College Place requirement to reduce the risk and liability of contamination of city water supply from MPMA water utility infrastructure.

05/21/2024

A handwritten signature in black ink, appearing to read "Allan Fisher", written in a cursive style.

David Siviter

MPMA Program Manager

1. Problem Statement

- 1.1. The potable water system supplying the Villages of Garrison Creek has been incrementally expanded over 25 years by incremental phase developments. There are currently 240 homeowners many of whom are retired on a fixed income.
- 1.2. The original design was flawed by current day standards, with features such as a single water meter from the city of college place shared among the original 151 homeowners in the original villages.
- 1.3. Materials considered adequate 25 years ago are now failing due to corrosion and erosion leading to significant water loss recorded to be as high as 700 GPH. The infrastructure is further degraded by the use of potable city water to a decaying irrigation system combined with a submersible well pump that also supplies common area irrigation. While these systems are believed to be separated and isolated from city supply by underground backflow valves, experience has shown that cross contamination is possible particularly during repair and maintenance.
- 1.4. The existence of two duck ponds, Garrison Creek and unmanaged stormwater runoff from the current developer actions, add to the risk of potable contamination. For these reasons the City of Collage Place has issued the notice to MPMA to fit the an approved backflow assembly immediately after the VI flowmeter.
- 1.5. This response plan has been developed to address these concerns and reduce risk and liability to both the MPMA and the City of College Place. The principal required action is to install without delay an above ground back flow preventor system to control the risk of contamination of city water. However this plan also addresses the path to raise the water infrastructure to current day standards of the HOA development so protecting health and property of the homeowners.
- 1.6. PBS and Anderson are large utility contractors that would normally address this type of project. However, after discussion with these contractors it became clear that the backlog of these contractors is in excess of 6-8 months before they can even start to address the design and implementation of a compliant solution. The City of College Place has made it very clear that they will disconnect the water supply to 151 homes if the work is not completed in a timescale of weeks and days not months. Therefore, an alternative solution has to be implemented. After daily discussions with the city a plan is being developed where the MPMA has appointed its own Project Manager and the engineering contractor, and subcontractors will form a team with the technical assistance of the city. This is a very high pressure and fast-moving program with

substantial risk. However, good progress has been made, and have already received an interim extension with an indication from the city that further extensions will be favorably considered, if we can demonstrate measurable progress against a definitive integrated master schedule (IMS).

2. Program goals

- 2.1. Comply with the legally mandated City and State standards for water utility protection.
- 2.2. Design and implement an above ground back flow preventor solution within 5 meters of the VI water usage meter to eliminate the possibility of future contamination of potable city water.
- 2.3. Increase and stabilize the supply pressure to homes in villages 1, 2, 5, 6, 7.
- 2.4. Emergently eliminate contamination risks posed by the clock tower well pump and Garrison Creek pump house.
- 2.5. Initiate an immediate Hazard Analysis Assessment to review known risks and identify any new risks that need to be addressed.
- 2.6. Establish a clear road map to replace failing water utility infrastructure to current standards.
- 2.7. Reduce the excessive water losses currently occurring within the community.
- 2.8. Proactively work with the City of College Place to enforce the integration of stormwater drainage from Hawk Hill community into the new development to eliminate flood hazard to the existing and future homeowners.
- 2.9. Separate potable supply from common area irrigation supply at the main VI back isolation assembly.
- 2.10. Develop a transition plan from the current inadequate single shared meter system evolving to each house having its own meter and domestic backflow preventer for garden irrigation.
- 2.11. Within 3 years replace the eroding 2 inch galvanized steel branch pipes from main and secondary water lines with PEX piping. This will further reduce the health and safety risk to the community. Every effort should be made to secure State and Federal funding to assist with this goal
- 2.12. Add isolation valves to each village to be able to isolate and repair leakage issues zone by zone

3. Proposed solution

3.1. Main Design Elements

- 3.1.1. Fit approved FEBCO LF 860-DNRS-FS6 or equivalent assemblies enclosed into a heated utility enclosure. This shall meet all City of College Place Standard Specifications as provided to us by the city engineer.
- 3.1.2. Integrate option 3-5HP boost pump with variable frequency electronic drive with constant pressure feedback control
- 3.1.3. Integrate Hydrowse controller for common area irrigation
- 3.1.4. Integrated sensor monitor data logger for current, voltage, flow, pressure , temperature . controlled enclosure, air temperature sensor, tamper detection and remote monitoring
- 3.1.5. Protective anti-collision bollards
- 3.1.6. Reinforced concrete foundation
- 3.1.7. Overflow drainage

4. Preliminary WBS and Milestones

4.1. Emergent Risk Reduction Intervention 4-6 Weeks

- 4.1.1. Perform an immediate Hazard analysis to capture all current or emergent risk. This shall be led by the City with the full cooperation of the MPMA water management team.
- 4.1.2. Shut down and isolate the positive pressure surface and ground water irrigation sources to eliminate the risk of back pressure contamination.
- 4.1.3. Replace the current common area irrigation sources with isolated city water from tanker connections. The tanker shall be fitted with the appropriate protective backflow mechanisms to avoid contamination.
- 4.1.4. Begin a weekly sampling of the community water quality using the city's current procedures. This shall be done by an independent laboratory and the results shall be provided to the city manager directly from the independent lab. The sample locations shall be agreed between the city manager and the MPMA PM.
- 4.1.5. Establish program management team

4.1.6. Produce Integrated Master Schedule and place under configuration control. Use the established milestones to track and monitor progress to allow rolling extension of the city mandate and continue uninterrupted water supply to homeowners. Set up a two-weekly review of the schedule compliance to identify issues or slippage and track progress. This is required to secure extension from City of College Place manager

4.2. Short term actions 4-16 weeks

4.2.1. Order Pacific Power utility service to site

4.2.2. Identify Key team roles, identify qualified subcontractors and place under contract

4.2.3. Engage Architect

4.2.4. Survey site. Complete buried utility survey and marking. Expose the site to verify connection routing and layout.

4.2.5. Create drainage field solution.

4.2.6. Form architectural design team with ARC and stake holders

4.2.7. Commission architectural drawings and submit site layout for permits

4.2.8. Engage Lead Engineer and prime subcontractors.

- Edwards Mechanical (Blaid Edwards)
- Richardsons (Hydraulic Construction and Excavation)
- Electrical Contractor in progress
- Architect In progress

4.2.9. Start Detailed CAD design skid frame and enclosure to incorporate STL models from primary vendors.

- Four point lift integrated module

4.2.10. Identify primary vendors for critical path items and establish accounts

4.2.11. Place long lead critical path orders (e.g. FEBCO valve assembly)

- Develop Bill of Materials
- Milestone interim design review with stakeholders

- Complete final design
- Final Design Review (FDR)

4.2.12. Submit permit requests to the city.

4.2.13. PDR Preliminary Design Review

4.2.14. Develop test and commissioning plan and submit to City of College place for review

4.3. Medium term Actions 10-20 weeks

4.3.1. IDR Interim Design Review

4.3.2. Excavate and prepare site for delivery and integration of back flow module

4.3.3. Fabricate, assemble and test skid back flow module offsite.

4.3.4. Complete site preparation to receive the offsite module.

4.3.5. Install and test the assembly.

4.3.6. Final City of College Place inspection and certification.

4.4. Long term strategic goals (3-10 years)

4.4.1. Work closely with City leadership to address State funding for upgrading infrastructure resilience, particularly given the average age and fixed income status of a large percentage of the community residents combined with the opportunity to reduce the demand on critical water utility resources

4.4.2. Initiate a full site survey to create update revision of all current pipework infrastructure showing pipe route location, valve locations branches and nodes existing backflow irrigation valves. Include where possible confirmation of pipe diameters and pressure measurements throughout the system to analyze and anticipate pressure a flow rate issues that may need attention as the infrastructure is updated.

4.4.3. Create a schedule for conversion from failing galvanized steel to PEX replacement in areas where there is known degradation due to erosion and corrosion. This further reduces the risk to health and safety to our homeowners.

4.4.4. Develop a responsible water reduction strategy to reduce the current potable water consumption by a minimum of 30% by 2030.

- 4.4.5. Create a draft schedule for the mandatory implementation of water meters to all houses with provision for integrated backflow preventors for each home.

VGC Welcome Committee Report

Presented to Board

May 22, 2024

Welcome bags delivered: 1

Ready for delivery: 1

New neighbors: 5

We will need 5 more Homeowner Information booklets copied from Calico

We will need gift cards from Andy's. Letter has been written, but no response. I will check with the manager again.

We also need local gifts for the bags, possibly from Andy's or Klicker's.

Thank you!

Cindy Yegge