

**COFFEE CREEK CONDOMINIUM  
BOARD OF DIRECTORS MONTHLY MEETING  
August 26, 2004**

**BOARD MEMBERS PRESENT:** Iral Toven, Tim Longpre, Ed Harrison,  
Arlee Chamblin

**BOARD MEMBERS ABSENT:** Bob Mager

**PROPERTY MANAGER PRESENT:** John Boyle

**HOMEOWNERS PRESENT:** Jennifer Hrivnak, Don Todd

**MEETING CALLED TO ORDER:** 7:05 p.m.

**PREVIOUS MEETING MINUTES:** M/S/P to accept Minutes of last meeting

**Note-** Date for Garage Sale has been set & board meeting was changed to 4<sup>th</sup> Thursday.

**TREASURER'S REPORT**

CURRENT CHECKING ACCOUNT	\$15,113.60
COLUMBIA BANK-INSURANCE RESERVE	\$667.04
COLUMBIA BANK-BUDGET RESERVE	\$6,465.41
TOTAL FUNDS AVAILABLE	\$22,246.05

M/S/P to accept Treasurer's Report – **Note-** Tim asked John to look into Comcast bill of \$2,522 when last months bill was only \$1,261. John discussed that Comcast billing cycle could be for 2 mos.

**MANAGER'S REPORT**

- a) Reserve Analysis – We have had three major expenditures this year: Roof, Sewer, Gate. The final Roof payment of \$2,880.00 has been made. The sewer problem has been solved & fixed, but it was our largest unforeseen expense during the year. Because of lightning the Gate experienced electrical problems and that has also been fixed. John commented he does not foresee any other major improvement that will need to be made before the end of the year & suggested we concentrate on building up the reserve account. John did comment that utilities are up 11.6% from last year.
- b) Spanaway Loop Rd. – The latest report is that the road will be closed on Monday, September 13<sup>th</sup> for the culvert. No left turns will be allowed out of the complex. You must always turn right when you get to the top of the hill. The road will be closed for 25 days.

**MAINTENANCE REPORT**

- Gutters – They have been cleaned & some repaired. There are still a few minor repairs to be made.
- Pool – Because of the beautiful weather the pool has had a lot of use, but with minimal problems. A big thanks to all the people who have abided by the rules! If the weather holds the pool may be kept open a week or so after Labor Day.
- Landscaping – The lagoon and creek have been cleaned. Again, because of a beautiful summer many lawns are completely brown but Ed, and the sprinkler system, have done a good job of keeping our property looking pretty & green!

- Miscellaneous Property Issues -- \*The water leak in front of unit 16 has been fixed. \*If you are still having Ant problems call Ed 531-9420. Don Todd reported putting Diazanone in your entryway and windowsill helps and Ed commented that spraying your counter tops with Windex also helps. \*The three large bee's nest has been taken care of. \***Reminder** -- if you follow another car through the gate it may not stay open long enough for you to get in, the gate needs time to recycle. Ed will call Southgate Fence to see if we can get this changed.

#### **OLD BUSINESS**

- John has placed an ad in the newspaper announcing our garage sale.

#### **NEW BUSINESS**

There was discussion about the number of dogs in one of the units. There have also been verbal warnings concerning other violations. The board will take immediate action concerning these matters and asked John to write a letter.

There have been several complaints concerning the truck in front of unit #31. John will write a letter to the homeowner.

Meeting Adjourned

Arlee Chamblin, Secretary