

**COFFEE CREEK CONDOMINIUM
HOMEOWNERS ANNUAL MEETING
June 16, 2005**

BOARD MEMBERS PRESENT: Iral Toven, Tim Longpree, Ed Harrison, Paul Gehl, Arlee Chamblin

PROPERTY MANAGER PRESENT: John Boyle

HOMEOWNERS PRESENT: Paul Schmeil, Mona Cree, Rita Senecal, Larry Hulme, Petra Lipa, JoAnn Hill, Phyllis Palmer, Ken & Connie Lind, Cindi Stambaugh, David Lindbo, Jeanne Longpre, Elaine Harrison, Paul Greeley, Rachel Loyd, Lynne Aldrich, Pat Gehl, David Dorosky, Andora Parchman, Rex & Shirley Dernovich, Patrick McClain, Steve Smith, Jennifer & Ed Hrivnak & Shel Ensrud.

MEETING CALLED TO ORDER: By Iral Toven at 7 p.m.

PREVIOUS MEETING MINUTES: Minutes of previous meeting were accepted with the following addition/changes: (1) It was Pat Gehl that questioned why AG Edwards was reported in our audit as holding our reserve accounts since John told us at a previous meeting that he closed the account long ago. John said he would talk to the auditor and tell him the audit was wrong. (2) Possible replacements were discussed including Patrick in unit 12 and the owner of unit 4. A job description is needed prior to the position being filled. Paul made a motion to form a committee to define the job description. (3) The landscape committee thanked Rachel Loyd for putting together a color pamphlet, which included pictures and descriptions of the landscape architect's recommended plants.

TREASURER'S REPORT: Given by Tim.

At this time Paul Gehl voiced his concerns (and passed out a handout) saying that the checking account did not reconcile and that there was a \$1,339.17 difference between his total and GWM total. Also check # 2708 was missing. John said that he would have to look up the discrepancy but that part of it was the automatic payroll deduction for Ed. Paul also had gone to Columbia Bank asking to review the checking account information to find out the feasibility of the higher interest "sweeping" account. He became upset when the bank would not give him the information because he was not a signer on the account. He had also gone to Great West Property Management Office and requested 24 months of bank reconciliation copies be done while he waited. He stated he was denied both of these from the bank and Great West. John remarked that Paul was told they would supply these given an adequate amount of time, but were unable to drop everything without proper notice. John told Paul, all he had to do was call and make an appointment and he would be accommodated. At this time John shared letters he had received from an employee at Columbia Bank and also from his office staff. These letters stated that when Paul entered their establishment he was demanding, very intimidating and they felt threatened. Arlee said she had been on the board (off & on) for 6 years since John has been our Property Manager and had never known of any misappropriation of funds, no deliberate misleading of the truth, and that John had always answered any questions we had. The board has always had a homeowner who is appointed Treasurer and they have access to the books (& to John) at any time. Tim, the Treasurer, was asked if he had seen

any discrepancies. He replied, "John has always been willing to answer, and to my satisfaction, any concerns I have had". At this time, Tim brought up his disappointment with living at Coffee Creek Condominiums. When he first moved in he remarked how beautiful it was and he felt it would be a safe place for his wife when he is out of town. Now, he is very disappointed with the bickering going on, the mistrust of one another, and everyone not working together for the good of the Association. He stated he is ready to get off the board, as it is a very unappreciated position. Many of the homeowners also shared their concerns & opinions. After much discussion the Treasurer's report was given:

CURRENT CHECKING ACCOUNT	\$17,212.88
COLUMBIA BANK-INSURANCE RESERVE	667.04
COLUMBIA BANK-BUDGET RESERVE	\$ 30,351.77
TOTAL FUNDS AVAILABLE	\$ 48,231.69

\$2,500 was transferred from the Operating Acct. to the Maintenance Reserve Acct.

MANAGER'S REPORT – John

Reserve Study Update – Cash Balances have improved tremendously, building up the Reserve Acct., now that the roofs have been paid off. The Reserve Study, which will be in the July report, will also talk about improvements that need to be made or have been made.

CAU Insurance Requirements - John handed out a letter from them identifying certain conditions that warrant prompt attention.

5-3-1 – For the safety of all homeowners wood-burning fireplaces are not to be permitted and unit 8 is to remove their portable chimney. **This has been removed.**

5-3-2 – All hot water heaters should be strapped to their adjacent wall (This is current code). **Action will be taken to have this done.**

5-3-3 – Dryer vents should be professionally serviced on an annual basis & be kept free of lint deposits. Ed has gotten bids. **M/S/A to accept Zimmerman's bid of \$875.00.**

There will be an additional \$5.00 fee if the dryer vent is longer than normal. This bid also includes a one-year warranty. John has contracted with Zimmermans in the past.

5-3-4 – A hold harmless agreement should be provided by the association addressing the regulations of CCC for use of the cabana, docks & recreational vehicle storage lot to each involved private party. **John will get clarification of this & will include a copy of the by-laws.**

5-3-5 – Provide an authorized handrail for the steps to deter trips & falls from occurring. **John will find out exactly where they want them.**

5-3-6 – Remove & replace the deteriorated timbers for the landscaping to the rear side of 23 & 24. **This has been addressed.**

5-3-5 – Preventive Maintenance is needed in certain areas. 1) Gaps in the common sidewalks where the wood divider strips have either settled or been removed should be replaced or filled, 33 missing & 19 are broken. **Shel addressed this issue and it will be taken care of.** 2) The common concrete sidewalks that are not flush with the adjoining surfaces should be leveled with the adjacent surfaces. **M/S/A for Shel to install 96 slates total cost \$864.00.** 3) Cracks in concrete & asphalt. **This was tabled until next meeting.**

4) Replace or remove the torn carpeting to access 45. **This has been done.** 5) The concrete paving stones for residential units 6 & 16 should be reconstructed. 6) Timber steps for residential unit 7 should be reconstructed. **Shel will submit a plan for paving stones & timber steps to the Insurance Co. then come back to the board with the total cost.**

John stated he had written a check for \$957.62 out of the reserve Acct. to pay for water damage to Paul Greeley's condo. After much discussion as to when the water damage occurred and who's responsibility it is, M/S/A that the homeowners Association would pay the total cost. It was brought up that in the homeowner's manual it states the association pays for any damage from the dry wall out and the homeowner is responsibility for any damage occurring from the dry wall in. Homeowners are asked to please check drains, toilet seals, and washing machine hoses for leaks.

MAINTENANCE REPORT – Ed

It was brought to our attention there are children under the age of 13 in the pool and not being supervised. M/S/A that a copy of pool regulations be handed out with the minutes. Landscaping issues (new bids) – It was decided John will send a letter to the current landscapers with a list of things expected of them and 30 days to comply. John was also asked to take a more active role in their responsibilities. If you notice hedges that need to be trimmed put it in writing and give it to Ed or John. John was asked to get bids to remove cottonwood trees.

Miscellaneous Property Issues – Ed has a request from unit 53 to replace there back deck. They will be told it is ok for them to replace their deck but to use wood screws instead of nails. The board will look for paperwork concerning rules for deck replacement and enlargement.

OLD BUSINESS

NEW BUSINESS

Paul Schmeil submitted the job description for the on-site manager. This was tabled until the next meeting to give the board a chance to review it. A big **Thanks** to the committee for all the work they put into this.

Committee reports:

The landscape Committee will have a work party on Saturday the 25th. All help will be appreciated.

The board would like to thank all the homeowners who attended the meeting. We appreciate your input & concerns and hope to see you next month. We all need to take an active role in our little community. This is a great place to live!

Arlee Chamblin, Secretary