

**Coffee Creek Homeowner's Association
Monthly Meeting Minutes, Board of Directors
June 21, 2007, 7-9 pm at the Coffee House**

7:00 – 7:15 Maintenance Technician Report – Dale Adams: **All Homeowners must clear debris left during paint project on back common areas by July 7 or items will be moved to dumpster. All homeowners must provide a copy of home key to Dale for emergency purposes.** Still two spaces open at dock-extension of docks turned down 3 years ago by the vote at the annual meeting. If you are removing a tree or major plant, you must go through Dale first and not remove your self. We are going to lock pool heater as people keep changing the temperature. Paint issues are being attended to. Dale spent a great deal of time cleaning off deck spaces to be painted that home owners were to have cleaned and this put him behind in maintenance. Judy brought up concerns of her deck paint. Dale working with her. It is requested that if you have an issue, please be present when reviewed. If your concern needs to be addressed and resolved to your standard, you will need to be present. If you need a globe for your porch light, please submit work order. A resident from mobile home is coming around fence and using boat. Pool hours and rules were discussed. Quiet hours are from 10:00 pm to 8:00 am every day. A large bench on a patio was blocking a home owner's view and has been attended to.

7:15 – 7:30 Homeowners' Forum: A request was made for treasurer reports. These can be viewed at any time. Unattended dog in #2 is not resolved. CDC is working on. It was requested that homeowners who are delinquent be named in minutes. They will not be named as there is privacy involved. CDC works on all delinquencies aggressively. Concern was brought forward about reserve balance vs. painting of the units. Answer is that for those that attended the annual meeting, they learned that June and July would be tighter due to painting, but that the reserve is planned each month to grow. We could no longer continue to delay maintenance of the property and we in no way dropped to zero balance in the reserve. A request was made for removal of a swing and CDC is following up/. If you request keys for the clubhouse, please submit work order. We can not get stain on the concrete wall this year as it is not budgeted. Retaining wall status is that the plan did not work they are working to fix. We asked them to fix our removed landscape. Landscape schedule produced. Dale still had to spend extra time for paint project as home owners did not prepare as asked and he is working on catching up. IT was requested that we mow the dog area each week. It was explained that Comcast would cancel our service if we did not pay the bill. We have never intended to cancel cable, but due to massive delinquencies, we were concerned about being able to pay bills. The huge delinquencies were a surprise to the board and CDC. Sewer bills were discussed. The county changed billing processes and were billing 57 units individually. It would have cost more for us to have CDC pay them. When we voiced concern, there was \$8000 outstanding in delinquent dues.

7:30 Call Meeting to Order – President

A. Consent Calendar

1. Approval of May 17, 2007 Monthly Meeting Minutes: April and May notes approved.

B. Secretary's Report : Next meeting **July 19**. Next working meeting July 5.

- C. **Treasurer's Report:** We are back in the black. It cost \$6000 to get new by laws and we were required by law to do so. Reports can be different as accounting is always one month behind. . We did have a couple of emergency repairs in May. Cable has been paid and we are paying for painting.
- D. **Manager's Report:** Animal waste behind units 50-56. **Children on docks under 12 have to be in life jackets due to liability. No fireworks allowed in CC. CDC will work on a 3 part work order form for Dale to enhance communication of project status.**

Committee Reports

1. Landscaping: Scott will walk property once a month with Dale and CCD. Thanks Scott.
2. Waterfront: Ed will chair this committee next year when his term as president is over.
3. Rental: 11 units are rented. 17 rented units is the limit.
4. Architecture Homeowners are responsible for any warped decks that had large planter boxes. Do not over load your deck railings with too many items.
5. Welcoming Committee: Welcome to new owner of 46 and welcome to Shawn Walker!
6. Parking Committee: New process to be created for billing of RV/Boat storage. This is not a new rule. It was previously not enforced.

Old Business

1. Summer Projects for Maintenance Technician, Two weeks behind due to Painting
2. Retaining wall repair: Still in progress
3. Final Painting Report / Billing of Repairs to back decks
4. Foundation Inspection Unit 33: to be repaired
5. Phone list: Almost completed
6. Comcast bundling of services: We will most likely not bundle services due to combined billing.
7. Animal waste behind units 50 -56: Please do not use your neighbor's yard as your animal's waste area. Please extend common courtesy to your neighbor.
8. Request for closing carport of Unit #29: Waiting for gutter/water run off plans.
9. Common vs. limited common area. Maintaining and care of decks.
10. New mailboxes
11. Delinquencies

New Business

1. 2008 Budget Committee and Community involvement on Committees: **Looking for volunteers to review 2008 budget. If you elect not to be involved, please do not complain when 2008 budget is presented. Board is giving every home owner a chance to be a part of the process.**
2. Spraying of Lagoon: Lake will be sprayed June 30th.
3. New Rules and Documents are effective May 9, 2007, Rules will be enforced. New rules were mailed out in January 2007.
4. Conduct at Board meetings: Please be courteous with each other. We want to run a professional association meeting. No alcohol is allowed at meetings. Insulting or threatening the board serves no constructive purpose. The board members are homeowners just like you and are volunteering their time to help the association.
5. Deck Replacement of # 26, other structure damage found. Plan is for needed repairs to be made.
6. Property Sign List needed: Will purchase when we have a complete list.
7. Signing out of Boat House for parties: Sec Dale!

840 PM – Closing Remarks by Homeowners: Jennifer is working on a website for CC. It should be available next month. Do homeowners want a community garage sale? Individual sales can not take place. Is anyone interested in a community BBQ?

850 PM - President's Remarks: We are not willing to take on liability of posting names of those delinquent. Rules and regulations are available via attachment on email. Please contact Anita for a copy. If you want a project done a certain way, please ensure you are there for a walk through. If you have any concerns, we must have it in writing so we have paper trail. We can not follow up on verbal requests—nor can Dale. Ensure every one realizes what is involved in monthly dues. These things include: earthquake insurance, cable at a \$26 savings, water, garbage and other amenities.

855 PM - Good of the Order, Close of meeting