

Note: For problems or emergencies contact CDC: During work hours call CDC: 253-472-0825; Dale: 253-441-9788; After Hours: 1-800-544-4912

**Coffee Creek Homeowner's Association
Monthly Meeting Minutes, Board of Directors
May 15, 2008, 7-9 pm at the Coffee House**

- 7:00 – 7:15** Maintenance Technician Report – Dale Adams Parking violations down; lawn has been thatched, aerated, over-seeded; plant/lawn watering times increased; point rock wall restoration in progress; increased vegetation in creek between CC and apartments—action?; bridges power washed/painted; dock re-stained; landscaping behind #17-22 in progress; pool is chemically ready—waiting on heater part; tennis court, pool deck and furniture pressure washed; pool entry gate/shower repaired; Note: Animal Control will no longer pick up animals caught on site—animals must be delivered to Tacoma Humane Society
- 7:15** Call Meeting to Order – Vice President (President absent this month) Quorum present-Deb Schmeil, Jen Hrivnak, Phyllis Palmer, Sherry Scott. Homeowners present: Alice Romano/42, Nancy McGlaughlin/56, Lynne Aldrich/48, Linda O'Brien/19
- A. Consent Calendar**
1. Approval of Apr 17, 2008 Monthly Meeting Minutes: m/s/p, minutes approved
 2. Next working meeting: **June 5th, 2008 at 6:00 pm**
 3. Next monthly meeting: **June 19th, 2008**
- B. Secretary's Report:** Board meeting minutes posted on website and at Coffee House
- C. Treasurer's Report:** Operating-\$12,540.63; Reserves-\$27,297.75; Delinquencies in dues-\$6,791.84
- D. Manager's Report:** Unable to obtain funds for wheel chair ramp/ 30 day delinquency for dues down for Apr./ Utilities costs are up and will continue to increase/ dues and assessments delinquency letter to go out immediately upon homeowner obtaining a balance, Board hopes to reduce total delinquency amt./ Remember: late fee is \$25 + a \$10 admin. Fee/ working on new mailboxes
- E. Committee Reports--**Need new committee members for ALL committees****
1. Landscaping and Architecture Committees: walk around performed, discussed removal of tree in-between 40 & 41/ need additional mulch for landscaping (need bids)/ trial of lithadora and rhodies to other side of entry, Dale is restoring rock wall at point/ please remove old items/garbage from under decks, dog waste SW corner of property still remains a problem
 2. Waterfront/Dock/RV storage Committees-Boat owners ONLY meeting to be held/TBD
 3. Rental and Welcoming Committees: SUMMER BBQ on June 21st, please mark your calendars!
 4. Parking Committee: Vehicles are not to be over white fire line and into mulch/flower beds. If you are leasing a parking spot in the commons area lot, it must be kept clean and free of oil/debris, clean-up of oil will be the responsibility of the leaser of the spot
- F. Old Business**
1. 10 Year Repair plan Revisions for 2008-2008 Reserve study/action item/PENDING
 2. Landscaping by west side retaining wall-plants provided & planted by mobile home park/still awaiting final board compliance/PENDING
 3. Wheel Chair access/new deck to Coffee House-state funding denied/board re-assess current budget/ PENDING
 4. Theft and vandalism at Coffee Creek/incident reports: Call 911 immediately and file a police report, no further action can be accomplished unless a report is made, contacting Dale/CDC does not assist Pierce County in establishing patterns or additional security/protection to Coffee Creek, bottom line **CALL 9-1-1/CLOSED**
 5. New Insurance Company for 2009: Arthur J Gallagher to schedule a meeting with Board to discuss new insurance plan/quotes/get 2 other bids/action item/PENDING
 6. Dog waste issues/follow-up letters: f/u on letters that were sent out? next step/action item/PENDING
 7. Sewage lines/next door apartment complex: county explained to CDC, that sewage lines come together but go out to the street separately, so separate billing for Coffee Creek and Pointe at Coffee Creek apts/CLOSED
 8. Moss treatment roof/clean gutters- Jac to answer further questions regarding roof/moss/gutter bid, Board to make decision at next work meeting/PENDING
 9. Inspection of paint by Tri-Tech Painting: Walk around was completed by Tri-Tech/CDC/previous President, per our contract with Tri-Tech, the decks were NOT included in the warranty, decks were an added item per the Paint Committee so as to keep the same paint scheme within the community. Upkeep of the decks is the responsibility of the homeowners (remove moss/clean yearly/rebuild rotten decks) This is your responsibility as a homeowner!/CLOSED
 10. Picnic tables: **PENDING**
 11. Arborist Report and tree planting plan: requires permits and tree removal bids/action item/PENDING
 12. Risk Assessment Report from Triton Risk Management-Cindy Steele: Jac to re-contact Cindy Steele about the reports & letters she was contracted to provide/still **PENDING**
 13. #25 Drain Spout: Homeowners responsibility/letter to homeowner/CLOSED
 14. Mailboxes for Coffee Creek: Jac calls USPS every month and asks for Coffee Creek to be placed on budget for new mailboxes/action item/PENDING
 15. Parking lot striper: **purchased/CLOSED**
 16. Get Fit Coffee Creek: every Saturday at 9:00 am/if interested show at Coffee House/CLOSED
 17. Unsanitary carports: **being closely monitored/PENDING**
 18. Assigned Boat spots: Boat owners ONLY meeting this summer/TBD/PENDING

19. Damaged fence by potty lot/overflow of Coffee Creek: **contact Pierce County/action item/PENDING**
20. Resident conduct and fire policy (outside patio fireplaces/BBQs) **FIRE HAZARD: NO outside fire pits/NO open Fires/no foul language on decks/balconies/monitor guests during parties/CLOSED**
21. Gate issues: **gate forced open by car, gate arm broke/now repaired X 2, need 3 gate bids for electrical/mechanical/PENDING**
22. Northwest Common Area Improvements: **Dale restoring rock wall, need plans from landscape committee/PENDING**

G. New Business-None / no homeowners remarks from April's meeting

H. Homeowners Forum

1. Food/beer bottles placed in dumpster
2. Smoke Detectors
3. Homeowner re-addressed landscaping concerns along west wall from mobile home park
4. Concern from homeowner regarding summer parties and quiet hours
5. Smoking on decks
6. Courtesy to neighbors

8:50 PM - President's Remarks

8:55 PM - Good of the Order, Close of meeting

<http://www.cdcmanagement.com>

<http://groups.yahoo.com/group/coffeecreekcondominiums>

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