

**Coffee Creek Homeowner's Association  
Monthly Meeting Minutes, Board of Directors  
April 7, 2009, 7-9 pm at the Coffee House**

**7:00** Call Meeting to Order – Vice-President: Present: Quorum- Dale Gleason, Vice-President; Megan Fish, Secretary; Richard Rocks, Member at large; Sherry Scott, Treasurer; Kenneth Williams, Member at large; Linda O'Brien, Member at large  
Homeowners: Andora Parchman/14, David Dorosky/17, Joyce Warner/41, Petra Lippa/43, Lynne Aldrich/48, Deb Schmeil/50

**A. Consent Calendar**

1. Approval of March 17, 2009 Monthly Meeting Minutes: approved; moved by Scott, seconded by Rocks
2. Next working meeting: TBA
3. Next meeting: \*\*\*April 29, 2009, 7-9 p.m. mailing will be sent to homeowners\*\*\*  
Central Pierce Fire and Rescue Station 6-0  
17520 22nd Ave East Tacoma 98445 - corner of 22nd Ave and 176<sup>th</sup>

**B. Secretary's Report: n/a**

**C. Treasurer's Report: Operating \$26,318; Reserve 1 acct. \$30,669; Reserve 2 acct. \$6,100**

**D. Manager's Report: Financial report; Welcome letter mailed to all homeowners 4/7/09; Parking lot stops bid provided and approved; Trimming trees around chase openings bid received, doing this is not a requirement therefore it will be tabled until funds are available; See items F1-6 below**

**7:50p.m. Homeowners Forum:**

Question: What are the insurance premiums? Answer: Because of our wiring issues we could only find two insurance carriers to insure us. Allstate wanted half of the buildings to be inspected and a report that indicated that there were no problems by March 31, 2009. This timeline was unobtainable, therefore we are insured with Brown and Brown who gave us until June, 2009 to give them a report from the electrician stating what progress has been made and one every month after that until the buildings are complete. Once the electrician and inspector have signed off on all 56 units we will be looking into other insurance carriers with lower rates. The current insurance premium is about \$46,000.

Question: Why was the special meeting canceled? Answer: Because we did not have enough time to get out proper notification to present the budget to homeowners as stated in the governing documents.

Question: Whose responsibility is the wiring? Answer: VIS has contacted an attorney that reviewed the Coffee Creek governing documents which state that the wiring is the association's responsibility. However, there is a section in the governing documents that may allow us to prorate each homeowner based on the actual costs incurred during the repair and update of their units, instead of having to charge everyone the same amount regardless of whether or not they had upgrades already made.

Question: Why would you pay a company (MCE) for something they have not submitted a bill for? Meridian Center Electric has been working in the upwards of 40 hours for our community assuming they would be receiving the work. Because they will not be receiving the communities business the board has agreed that we would give them a goodwill amount to cover their time. This amount has not been discussed yet.

Question: I missed the boat presentation. How did you decide where to put the boats? I feel I should be grandfathered in because my boat has been in the same place for years. Did you look into the height of boats, because when the wind blows my boat is very hard to maneuver?

Answer: The boat committee had a criteria for space assignments of the following:

1. Length; 2. How often used; 3. Water depth required (August); 4. Maneuverability/size; 5. Assignment of spaces. We did not take into account height. You can contact another boat owner about switching spots, if that isn't successful you can write a letter to the waterfront committee stating your grievances.

Comment: Thank you for all the board and VIS are doing. Great job!

**NOTE: For problems or emergencies contact VIS Group: phone 800-537-9619, e-mail: [info@vismanagement.com](mailto:info@vismanagement.com)**

**E. New Business**

1. Board Vacancy: Jennifer Hrivnak has stepped off the board; therefore there is vacancy. The successor would serve until the next annual board meeting (February 2010), please see Bylaws, Section 3.3. If you are interested please contact VIS Group by April 27th.
2. Supplemental 2009 Budget: The board made adjustments to the 2009 Budget and adopted the Supplemental 2009 Budget as presented this evening subject to the monthly pro-rations: Approved: Moved by Rocks, seconded by Scott/PENDING

**F. Old Business**

1. Unit #28 and 43 roof leaks, payment responsibility: Research done by VIS and Coffee Creek show that any garage enclosure is the units responsibility for one year after the enclosure is complete, the association takes on responsibility after the first year/CLOSED
2. Units 29, 38, 39, and 44 leaks require repair and are awaiting 2nd bids: Unit 29 roof leak bid provided and approved by board/PENDING COMPLETION OF WORK; Unit 38 and 39 bids approved/PENDING COMPLETION OF WORK
3. March dues/April dues: VIS has sent out account statements/invoices, please contact them regarding any issues. Note: There will be no late fees accrued during transition months from CDC to VIS/CLOSED
4. Electrical inspection bids: Custom Electric will be performing the electrical inspection/updates at time + materials: Approved/CLOSED
5. Wiring inspection of units: Special meeting will take place on April 29, 2009 at 7p.m. in the Central Pierce Fire and Rescue Station 6-0. VIS to mail out more information/ONGOING

**8:55 PM - President's Remarks – N/A**

**9:00 PM - Good of the Order, Close of meeting**