

Coffee Creek Homeowner's Association
Monthly Meeting Minutes, Board of Directors
December 10, 2009, 7-9 pm at the Coffee House

7:00 Call Meeting to Order – President

Quorum- Rich Rocks, President; Megan Fish, Secretary; Sherry Scott, Treasurer; Linda O'Brien, Member at Large
Homeowners: Paul Sevig/6, Elmer Bartley/7, Chris Wierman/11, Andora Parchman/14, Shawna McGatlin/15, Sharon Kiesel/16, David Dorosky/17, Joan Baker/18, Jennifer Hrivnak/24, Christie Rupert/27, Paul Greeley/31, Phyllis Palmer/34, Connie Lind/35, Roger & Faye Baarstad/36, Rita Senecal/38, Mona Cree/39, Joyce Waner/41, Petra Lippa/43, Debra Schmeil/50, Ed Hrivnak/53

A. Consent Calendar

1. Approval of November 19, 2009 Monthly Meeting Minutes Motioned Scott, 2nd Fish: Approved
2. Next working meeting: January 7, 2010
3. Next monthly meeting: January 21, 2010, 7-9pm in Coffee House

B. Secretary's Report: Rich Rocks will be taking over all boards e-mail communication with VIS

C. Treasurer's Report: Operating \$19,404 Reserve Acct: \$30,021 Insurance Acct: \$14,000 Delinquencies: \$24,756 Please note that meeting took place on 10th, not all dues have posted to account yet.

D. Manager's Report

See items E2, 3, 4, 6 and F1, 2, 3, 4, 5, 7, 8, 9, 10, 11, 13, 14, 15, 17, 18, 19

E. New Business

1. 2010 Budget Ratification: Passed. Dues will be \$400 beginning January 1, 2010 (17 against dues increase, including 3 proxy votes; 11 for dues increase – 29 needed to vote against)
2. Four new board members needed Feb. 2010: Letters to all homeowners will be sent out mid-January asking for volunteers. Please contact VIS if interested/PENDING
3. Gate timers: Gates will be put on timers during winter months to prevent damage to gates during icy times/PENDING
4. Ice melt: Ice melt will be placed by gates for homeowners to spread on icy drive/PENDING
5. Paddle boat on beach: Attention owner of paddleboat: Please remove immediately/PENDING
6. Delinquency action: Top three delinquent accounts will have lawsuit placed against them on December 15, 2009 if no response is received by attorney. All attorney fees incurred by Coffee Creek will be passed onto homeowners/PENDING

F. Old Business

1. Cleaning of the roofs: To be completed December 14 – 18/PENDING
2. Tree pruning: To be completed December 21 and 22/PENDING
3. Gate status: Gate repair has been fixed under warranty/PENDING COMPLETION
4. Outdoor lighting (pet lot, bridge lights): To be completed December 14 – 18/PENDING
5. Pool cover: Ordered/PENDING
6. Boat committee dock charges/changes to Rules and Regs: Boat committee to present final changes to Rules and Regs to board for approval. Once complete Rules and Regs must be formally changed/PENDING
7. Wiring reimbursement: Custom Electric has submitted final two bills. VIS will submit proposal of reimbursements to board in January/PENDING
8. Unit 18 soft spot above window: To be completed December 14 – 18/PENDING
9. Renting rooms: VIS to follow up/PENDING
10. Engineer Roof Inspection: Bid has been received by Dimensional Building Consultants, LLC, PENDING Board approval
11. Unit 29 deck bids: Deck has not been fixed by owner, VIS to follow-up/PENDING
12. Caution sign on boat ramp to prevent injury: Needs to be moved to correct post/PENDING
13. Chimney cap bids: Will not be including in roof inspection, board to discuss/PENDING
14. Coffee Creek back taxes bill: No response from CDC, VIS will be contacting attorney in December to handle situation in December if there is no response from CDC/PENDING
15. Unit 16 chimney covering: To be completed December 14 – 18/PENDING
16. Weed removal on Spanaway Loop: COMPLETE
17. Hose bib replacement for units 7, 19, 21, 23, and 54: Units 7 and 23 COMPLETE; Units 19, 21, and 54 PENDING
18. Unit 31/32 sewer issue: New sewer pipe is complete. Landscaping and sidewalk to be

19. **New insurance:** State Farm has provided bid \$30,000; Pilky-Hopping can't complete; North Point has not submitted bid; Propel to submit by 12/13 at latest. If Allstate is lowest bid by 12/13 CCHOA will bind/PENDING Earth quake insurance will remain with Gallagher; awaiting terms/PENDING
20. **Board 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/PENDING

7:00-8:45 PM – Homeowners Forum

Several questions were asked regarding the new budget and roofing issues, they include:

- Can we take an insurance policy out against the new roofs? VIS will look into/PENDING
- Why not do a special assessment for the roofs? Special assessments are for unexpected expenses only and need to be paid back within the year, this would cause dues to go up to estimated \$700 to cover all roofs in one year. If there is any legal recourse available it will take longer than two years in court and cost the association a lot of money. The condos need new roofs in mean time.
- What recourse do we have against original roofer? VIS has contacted CC's attorney and specialized contractor attorney, both have said CC is past statue of limitations.
- Can Coffee Creek become individual townhomes, not considered condo? More than 25 units must be considered a condominium.
- Can Coffee submit insurance claim for roof repairs? VIS to investigate/PENDING
- Can we use pre-paid legal services to save the association money? No. Prepaid legal services will not cover condominium work.
- Hardships are going to increase with dues increase. Please contact VIS to fill out hardship request if you are not going to be able to make your payments.

Gas holes made by Puget Sound Energy in front of unit 36 are not sealed. VIS to investigate/PENDING

Homeowner commented that PSE is now charging homeowners based on electrical/gas usage estimates and not actual meter reading. Contact PSE if you have questions/concerns.

If you are having issues with electrical please contact Adriane at info@vismanagement.com immediately.

President's Remarks: Special thank you was made to those who serve on budget committee. Thank you to all of those who came to the meeting.

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

*****REMINDER: Dues paid late will receive a \$25 monthly late charge starting January, 2010*****