

Coffee Creek Homeowner's Association
ANNUAL HOMEOWNERS MEETING MINUTES
Thursday, April 8, 2010 6:00 – 8:00 p.m.
Coffee House

1. Roll Call – Introductions: All attendees signed in and proxy's were accounted for. Quorum (25%) was met for voting and meeting purposes.
2. Fire Safety Presentation by Ed Hrivnak: Use caution when BBQing, exterior fires spread quickly; Causes of electrical fires – aluminum wiring, overloading circuits, storage too close to fireplaces and heaters; Access to Coffee Creek – do not park vehicles over white lines; Smoke Alarms - call 538-6400 if you need one; Fire Extinguishers - ABC Type, No more than 10 years old; Never throw water on a grease fire - Cover with lid and call 911 with a fire to check for extension of fire
3. 2009-A Year of Change: New Management Company was hired; elimination of maintenance technician; two new insurance companies; electrical upgrade requirement; economic downturn; special assessment for electrical upgrade; unrelenting focus on cash management; eliminated or minimized many services due to cash flow.
4. Community Accomplishments: We successfully re-budgeted; we remained solvent; rebid insurance after completion of electrical project-savings are significant almost 50%; dues aligned to the requirements of our business; reserve study updated; we dealt with our challenges as a community.
5. 2010-The Road Ahead: Restore our financial health, improve the maintenance and appearance of our home, grounds and facilities; grow reserve; part-time maintenance technician in summer-fall; continue to address growing delinquencies
6. Things I Worry About: Delinquencies (\$27,014) continue to grow 7 units make up most of the total amount -1 resolved, 2 have payment plans, 2 at lawyer, 2 going to lawyer, 2 others on payment plans as well (If you or your neighbor have a problem, please contact VIS or the board); Reserve funding - \$43,276 in maintenance reserve, \$3,172 in insurance reserve, \$237,000 more required for full funding. The better the reserve account is funded, the better we'll be able to handle major repairs without a huge dues increase or special assessment; Our roofs - 1st study by engineer recommended replacement at approx \$250,000, 2nd study recommended total roof replacement. We are looking at various options before we make decisions, currently making temporary repairs. Goal is to not to have a special assessment to fund; Maintenance Costs - \$51,000 in 2009 (excludes electrical repairs), \$33,000 in 2008 (includes major roof and water leaks, sewer repairs, rotting siding); already spent \$18,000 in 2010 for Coffee House and sewer repair; The size of the Board, down to three members, only 1 candidate, We need your help.
7. Treasurer's Report (As of 4-8-2010): Operating Account \$17,519; Reserve Account \$42,276; Insurance Trust \$3,172; Accounts Receivable \$27,014
8. Recognition for volunteerism: Departing board members Megan and Sherry; Josh, Ed and Jennifer, Dale, Linda, Kenny, VIS (Vasiliy, Eugene, Johanna, Clarissa, Adrienne) Waterfront committee Budget committee, and others that may have been missed. And a special thank you to those who come to the regular board meetings.
9. Election of Board Members: Nominations from Floor/Close
Nominations/Introductions/Election of Board/Results of Election: The election took place and the following board member was added: Elmer Bartley.

10. Old Business: VIS hired to be management company/CLOSED, Termination of maintenance position/CLOSED
11. Approval of minutes: Motioned/Passed/Approved
12. New Business: Coffee Creek's Lagoon Restoration Pilot Project By Jennifer Hrivnak (unit #24)
 - a. Chambers-Clover Creek Watershed Council Mission: The Council is committed to improving the health of the Watershed by working to improve fish habitat, improve water quality, and foster a sense of stewardship among watershed residents.
Coffee Creek's Lagoon Restoration Mission: Dedicated to improve the health of Coffee Creek's beautiful lagoon system and lakefront living by effectively improving fish and wildlife habitat and water quality through a sense of community involvement.
 - b. Lagoon Problem: invasive weed growth, large collection of sediment and shallow warm lagoon (poor for salmon habitat)
 - c. Pilot Project Description: Educate the Coffee Creek Homeowners Association (CCHOA) and our lake community neighbors through newsletters, board meeting presentations, minutes and email distributions
 - Build a core-team of volunteer individuals for lagoon/stream restoration for salmon and other species; Continue our volunteer efforts for stream team monitoring for both Coffee Creek; Education and train the CCHOA community to assist in clean-up of the stream/lagoon waterway inlet portion of Spanaway Lake to include removing invasive plant species or preventing invasive weed growth
 - d. Focus Proposal #1 (pending BOD approval & budget layout)
 - Utilize our power washer to relocate sediment downstream taking advantage of the spring water discharge for pushing it down stream. Possibly utilize tools to uplift/remove invasive weeds. Place silt fences in lower lagoon in staggered sections/rows to allow for water passage, but allow for catching the sediment. Rent or purchase a diaphragm sediment siphon pump to remove sediment which is captured along the silt fences. Redistribute the sediment into large water leaching bio-bags located on top of the rocks at the point area of coffee creek. Allow water to seep out of bags, refill bags with more sediment until full. Cut open the bio-bags and spread sediment as a ground layer of soil for potential lawn growth over rocks. Purchase an environmentally-friendly lake bottom blanket to place in lagoon for 20-30 days to inhibit weed growth. Move blanket to different area in lagoon every 20-30 days
 - Pilot Project Timeline 2010/2011. Feb/March-build a "Coffee Creek Lagoon Restoration Team"; March/April-present ideas and budget to the Board of Directors-pilot project approved March board meeting; April/May-begin relocating sediment of a small pilot area downstream; May/June-relocate sediment into bio-bags; June/July-continue efforts as above; July/Aug-If within budget, place a lake bottom blanket (this may need to wait until 2011)
 - e. Lagoon Restoration Project Team: Interested??? Have ideas?? Please join our team! Please direct any questions to Jennifer Hrivnak (unit #24) at 253.536.2259 or jenrak16@hotmail.com