

**Coffee Creek Home Owner's Association
Monthly Meeting Agenda, Board of Directors
May 20, 2010, 6-8 pm at the Coffee House
Walk-Around with VIS-Tru-Green – 5 PM**

5 PM – Walk-Around with VIS, Tru Green -

6:05 PM Call to Order - President Rich Rocks. Board Attending: Dale Gleason, Linda O'Brien, Abs: Elmer Bartley. VIS: Adriane Grinder. Homeowners present: Roger Barstad, Jen Hrivnak, Phyllis Palmer, Joyce Warner
Consent Calendar - (Note change below**)

Next Monthly meeting – June 17th – 6-8 PM – Coffee House

5-6 PM Walk-Around w/ Rich, Tru-Green, VIS, new Maintenance Person

A. Reports

- a. **Approval of Annual Meeting Draft [4-8-10]**-Minutes must be voted on at the Annual meeting, but have been approved as a draft to be available to homeowners via the VIS website.
- b. **Approval of April Monthly meeting minutes [4-22-10]** -MSC- Approved as presented
- c. **Financial Report** – Treasurer Elmer absent. Rich gave the financial Report Total Net Worth is \$101,123 with delinquencies of \$24,829 Sale pending on one delinquent unit.
- d. **Manager's Report** - *Adriane commented that no votes or decisions can be made at working meetings. (See below) *Insurance on gate damage to cars. Rich signed insurance bid. Units 27 and 32 have roof and siding leak. Recommend we make temporary repairs to stop internal leaks. *Adriane presented ~~work orders~~ final invoice from Service Master for mold remediation and water mitigation for units 39 & 40 due to broken pipe in unit 39. Board will cover repair of pipes, walls and painting and not submit a claim to our Insurance policy. Further, we will cover cost of basic vinyl and carpet replacement. Upgrades (i.e. tile, hardwood) are homeowner's responsibility. Homeowner's insurance responsible for floor coverings, cabinets, etc. that were damaged. Bids from Roley and Grasslie have been submitted. Board consensus is we not submit a claim to our insurance. A number of units with new and old roof leaks were presented. At our last meeting, Board suggested we stop the leaks as best we can awaiting the Scope of Work Report on roof/siding replacement *She presented two bids for gutter cleaning and moss removal on our roof. Bids presented from Fred Meyer and Lincoln Gutter. **MSC:** Board recommends we go with Fred Meyer Prof. Services bid.

B. Old Business

- a. **Gate Camera Status** - Have a bid on a 4-camera system with DVR for \$1700, providing both low and high-angle video of the gate area. Board instructed VIS to get other bids as well. –Pending
- b. **Units 39-40 Insurance Info on water damage.** The claims adjuster informed us that they will not cover the pipe repair, mold remediation, and the upgrades done to the unit after original construction. According to section 19.2 in the Declarations they only cover the original installation by the Declarant. Information received and settled. –Closed
- c. **Maintenance Person Interviews/selection** - Rich will interview 4 candidates tomorrow 5-21 and make his recommendation to VIS. – Pending
- d. **Result of smoke test #30** - Passed. – Closed
- e. **Electrical Panel water problem #32** – pending
- f. **Roof Scope of Work Report** -pending siding inspection
- g. **Waterfront Committee Reformation** - **MSC:** Present committee abolished
- h. **Lagoon Project** - Blanket put down in lagoon, on 2nd day, when weed removal had begun, and before silt removal had been tried, a homeowner threatened to report the workers to Fish & Wildlife effectively stopping the project. Board recommends work not resume, which will slow the flow of Coffee Creek causing greater weed and silt build-up. Jen said the expense to do what our crew was doing for free would cost \$50,000 if done by a dredging outfit. Jen challenges the complaining homeowner to begin the permit process this year, so we could resume the silt removal next year. Rich has expressed his disappointment in having to discontinue a program that would have significantly improved the lagoon, and possibly, created a salmon habitat for us. Homeowners should not contact VIS with complaints about the lagoon. Talk to your neighbors. Depth of silt under docks is deeper than last year, making for shallower moorages. We will keep purchased bags and screens for later use.

- i. **. Boat Rules Revocation** - The Waterfront Committee has felt that the delay in getting the fee changes written into the By-Laws that were submitted in November is now delayed into the Boating season. The committee recommends that we table these changes until the 2011 season, and revert to the existing by-laws with \$100 per RV parked in the RV lot per year, as it was in 2009. Jen reported that Fort Lewis charges their soldiers \$40 a month for a 20' boat and \$50 for covered moorage. **MSC:** The Board approves this reversion, with the understanding that we will bring them into practice for the 2011 season.
- j. **10. Ant Control – (Orkin)** Adriane will discuss dusting crawl spaces with Orkin. This is an ongoing problem.
- k. **11. Pets** - Lots of loose cats and other pets on property. Owners must stay with their animals.

C. New Business

- a. **Purpose of Working Meetings** - A homeowner volunteered that the "working meeting" concept was begun two regimes ago. This Board, who does the majority of their discussions via e-mail, and is only 4 members, felt that since no votes could be taken, nor any business completed during those meetings, that they be cancelled until such time as they are deemed necessary again. *****MSC:** Board votes to discontinue working meetings until further notice.
- b. **RV lot** - (see walk-around report) need to clean trash. We may use dumpster during summer months only
- c. **#42 Vehicle damage from gate** - Board to covers repairs from malfunctioning gate - Closed.
- d. **4-5. Scope of Work - Roof repair** a piece of siding is to be removed to see if water damage from improperly-installed roof in 2003 is in evidence. If so, siding will become part of the Scope of Work. - Estimated \$200K to \$300K to replace. Rec fixing chimney chases where most of leaking can occur. Martine Flores will look into required permits with the city and county. He will also put a proposal together for the siding evaluation. He plans pull off siding and see if we can fix those for \$75,000 this year, including roofs and valleys on lagoon units. Then do the roofs in summer 2012. - Pending.
- e. **6. Back lawns 7, 8, 9, 10** - Board feels these lawns have been the homeowner's responsibility in the past. Adriane will check by-laws to affirm. - pending
- f. **7. Pet Control** - There is a significant problem developing with people having pets and not cleaning up after them. Take pets to the potty lot, and don't just let them outside. Reminder to be sent.
- g. **8. Carports** - With Spring cleaning in mind, the Board recommends clearing unsightly trash out of your carports to help beautify the complex.
- h. **9. Dryer Vent cleaning** - Crew will be here Saturday 5-22, to clean the dryer vents on all units. You must be present to let them in, or you could be fined. -pending
- i. **10. Pool** - Pool care has been satisfactory. Paid for and undelivered pool cover will be reimbursed from supplier.
- j. **11. Foot Bridge** - Rail supports are loose on south side railing. VIS to repair.
- k. **12. Yellow mustang still parking illegally. Unit #33 is**

D. Homeowners Forum

- a. Joyce Warner requested that AC units might be installed during periods of hot weather for short-term periods. Adriane recommends homeowners submit a request to VIS for temporary use of air conditioners, short-term only.
- b. Roger Barstad offered to work through the state Fish & Game, Puyallup tribe, to see if they can help us clear the lagoon & establish a salmon habitat. Board encouraged him to do so.
- c. Phyllis mentioned blue cafe curtains in #7 not in compliance.
- d. Person using canoe not known as resident. Put Rich's canoe in by mistake.
- e. Jen wondered about repair of beach area. Tru-Green notified on walk-around.
- f. Linda O'Brien and Petra Lipa volunteered to do plantings in entry circle.
- g. Phyllis report new renters moving into #33.

E. Adjournment @ 7:30 PM