

Coffee Creek HOA Annual Resident Meeting Minutes from April 3, 2023

Attendees

Board: Clayton Chisum, Linn Kuhnel, Jim Pepin, Eldon Smoot, Keith Tew

Residents: Bob and Glenda Anderson, Brandon Boyd, Kim Christiansen, William and Barbara Clark, Sandy Cunningham, Marilyn Foyil, Bonnie Guthrie, Tiffany Holland, Erin Jones, Joe and April Kidwell, John and Jodie Kinney, Judy Lingenfelter, Pamela Mann, Lynda Marr, Pam Masingale, Steve and Peggy Perry, Jen Reimer, Daniel Thomas, Harry Paul Walker, Yvonne Whisenant, Mark Williams, Dorothy Woodruff

W&M Consulting, LLC: James Weinacht and Kelly McKenzie

Guests: Scott Case, Case & Associates Properties, and Dan Tanner, Civil Engineer

Meeting called to order: 6:32 p.m.

HOA Board Introductions and Recruitment for Replacements:

Tew introduced himself and the attending board members and asked for volunteers to fill his impending vacancy as President and Chisum's as Vice President. Tew said he had served on the board for five years, the maximum time allowed based on covenant rules. Kim Christiansen volunteered to fill the President position and mentioned she has 25 years of experience serving on HOA boards. Paul Walker volunteered to fill the Vice President position. Both Christiansen and Walker were unanimously voted in. Kuhnel reported that she is stepping down from her Secretary/Treasury position, but planned to remain on the board in an associate position. She mentioned Kayla Wood, who is currently an associate board member, had volunteered to fill the Secretary/Treasury position. Wood received unanimous votes for her induction as did Brandon Boyd who volunteered to serve as an associate board member. All new board members will begin serving their terms immediately. Tew offered to provide support during the transition period.

Finances:

Review Financial Reports:

After Tew conducted a cursory review of the financial reports motions were made for approval.

Status of income from Watercolours:

Tew informed the residents that Watercolours is currently \$22k in the arrears for dues and that their attorney had submitted a cease and desist letter to Coffee Creek stating there is no commonality between the two developments and, therefore, Watercolours is not liable for any dues. Tew said he had scheduled an appointment to meet an attorney on Friday at 1:30 p.m. and suggested those that

plan to attend meet on Thursday evening to compile a list of questions. Christiansen said she would be out-of-town, but could attend by phone. Kuhnel and Walker agreed to meet with Tew on Thursday evening.

Income from 2022 Grant:

Tew reported Coffee Creek obtained a check for \$2k, closing out last year's grant application.

2023 Grant Request:

Tew mentioned Wood prepared and submitted a 2023 City grant application two weeks ago. He said the grant had already been approved for a \$1500 payout, after the work is completed. The funds will go toward the cost of new lights, shrubs and flowers to complete the 103rd St. entryway rehab.

Completed Projects:

Tew quickly reviewed the following list of projects that had been completed since the August 2022 Annual Resident Meeting and noted the light installation costs were significantly minimized due to an AEP LED grant.

- Lights at bowling alley entryway
- Updated lights at pool entryway and pool house
- New fountain pump and motor
- Replacement of sprinkler system at 103rd St. entryway
- Replacement of sprayer in Clubhouse sink
- Removal of large railroad ties behind Watercolours

Projects in Progress:

103rd St. Entryway renewal:

April Kidwell, the chairperson of the renewal project reported that she and her team planned to plant drought-tolerant shrubs, evergreens and perennials by late April and that the old lights needed to be pulled and replaced beforehand. Tew confirmed plans to have the lights removed and replaced at a cost of approximately \$1500 and that the refurbishment team had a \$1k budget for the shrubs and flowers. Additionally, Kuhnel confirmed the project to repaint the small carriage house will be completed in the next few days, weather permitting.

Fountain pump and motor: According to Tew, the pump and motor remain on back-order.

Covenant Amendments:

Pam Masingale and Marilyn Foyil, two of the committee's team members, said the group is no longer meeting and that they did not have copies of any of the emails pertaining to their meeting discussions. As a consequence, the project to compile a list of potential covenant amendments will need to begin anew.

Muskrat mitigation:

Smoot, who volunteered to handle this issue, reported having obtained one quote for muskrat removal at a cost of \$50 each and needing a second bid to present to the board.

Removal of remaining debris from railroad ties behind Watercolours:

Tew announced the HOA had received a letter from the president of the Watercolours board complaining about leftover debris from the downed railroad tie wall removal. He said he personally reviewed the area and that no debris remained; however, there are three places where approximately 3 inches of rebar are protruding from the ground where the railroad ties had been previously affixed. Pepin volunteered to cut off the rebar as close to the ground as possible.

Proposed Development South of Coffee Creek:

Scott Case and Dan Tanner provided information about plans to build a 366 multi-family unit complex south of Coffee Creek. Case said he hopes to break ground by early May and to have the construction completed in 18 months. He mentioned a reserve will be created to hold the flow of water into Coffee Creek ponds at the same or a similar rate. Case also shared plans to improve 12 to 16 feet of property between the two complexes by installing a product called Flexamat and planting an array of seeds to create a natural barrier to reduce pond erosion. Several residents and board members voiced concern about the possibility of increased water flow, pollutants, silt and negative impact on the fish in Coffee Creek ponds as a result of the runoff from the new complex. In response, Case said he would consider paying a portion of the annual cost to maintain Coffee Creek ponds at a rate commensurate with his portion of land as compared to Coffee Creek's. Lastly, Case asked about the status of obtaining approval of his easement contract. In response, Tew shared plans to consult with an attorney by the end of the week and to review the details with the board thereafter. Note: no commitments or agreements between Coffee Creek and Case were made during the meeting.

Additional Discussions:**Pond Erosion:**

Mark Williams asked why addressing pond erosion was not included on the "Projects in Progress" list. Tew and Kuhnel explained that since Watercolours currently owes the HOA \$22K in back dues, resulting in the need to hire an attorney and possibly a mediator, funds are extremely short and that pond erosion issues had been tabled pending funding availability. Williams voiced strong concern about the delay and commented he is using concrete blocks to bolster the embankment adjacent to his property, but that it is only a temporary measure.

Meeting Minutes:

A resident complained meeting minutes had not been posted regularly. Kuhnel will contact W & M Consulting and provide minutes from any meetings that have not been posted.

Upcoming Events:

- Neighborhood Garage Sale – Saturday, May 6th
- Pool Opening – Saturday, May 28th
- Coffee Creek 4th of July Celebration

Meeting adjourned: 7:52 p.m.

Respectfully submitted by:

Linn Kuhnel, Secretary/Treasurer

Date

Coffee Creek HOA
Meeting Minutes for March 6, 2023 Board Meeting

ATTENDEES

Board Members: Clayton Chisum, Linn Kuhnel, Eldon Smoot, Keith Tew and Kayla Wood

Guests: Scott Case, Case & Associates Properties, Andy Coleman and Dan Tanner, Civil Engineer

CALL TO ORDER -- 6:35 p.m.

PRESENTATION PERTAINING TO NEW DEVELOPMENT SOUTH OF COFFEE CREEK

Case and Tanner provided an overview of their plans to build The Villas at Cypress Crossing, a 384 unit apartment complex on 19.4 acres south of Coffee Creek. The board learned they hope to break ground by May 1, 2023, and that completion of the development will take approximately 18 months. Case and Tanner provided reassurances of their plans to maintain water flow integrity so that the Coffee Creek pond by the grade school is not negatively impacted by the development. They also reviewed plans to catch the water they create and to use approximately 150 feet of Flexamat to prevent further erosion issues. Their plans also call for the development of a retention pond and piping in the early phase of construction. In closing, Case asked for easement approval from the board. Coleman agreed to review the request and to get back to Tew with his recommendation by the next day. Likewise, Tew told Case he would give him an answer by Thursday.

FINANCES

- Reports and statements were approved.
- Watercolours payment for dues remains past due and, in the meantime, the HOA received a letter dated February 21, 2023, from Ben Faulkner, an attorney representing Watercolours, demanding cease and desist of future payment requests as he purports Watercolours has no duty to pay and there is no commonality between the two properties. Coleman suggested the board seek counsel from a Real Estate Attorney and to offer to meet with Watercolours board to discuss ways to resolve differences. He also mentioned it may be beneficial to hire a mediator. Note: Tew seemed to think issues were magnified when Watercolours pool privileges were revoked because of insurance issues. Kuhnel agreed to follow up with Kim Christiansen, a Coffee Creek resident, who offered to review the paperwork pertaining to past agreements and to make suggestions based on her experience.
- The board concurred that due to non-payment of dues from Olusola Ojo, a resident who is currently serving a prison sentence, the HOA will need to file a lien on his property at the close of this collection period. Tew will ask the management company to take the necessary action.

REVIEW of CURRENT BOARD MEMBERSHIP

Kayla Wood agreed to take over the Secretary/Treasurer position, if Kuhnel remains on the board. Additionally, Tew plans to ask for volunteers to fill his position and other board vacancies at the upcoming Annual Resident Meeting. He also mentioned that Pam Masingale has offered to rejoin the board, if needed.

REVIEW AND UPDATE OF EXISTING PROJECTS

- **Covenant Amendments** – According to Tew, there has been no advancement by the committee.
- **Light Replacements:**
 - New lights at the bowling alley entryway were installed in October.
 - Pepin installed coach lights that were donated by Kuhnel and Bob and Glenda Anderson.
 - Tew agreed to obtain an updated bid for new lights at the 103rd St. entrance and to have the lights installed, if the new bid is within reason.
- **Overhaul Landscape at 103rd St. Entryway**
 - Tew reported receipt of a \$2k payment from the City in response to the HOA's Annual Grant request and that several resident volunteers had worked a number of hours to clean the beds. Kuhnel agreed to contact April Kidman, the landscape committee chairman, to request that she make a presentation at the upcoming Resident Meeting to update everyone on the committee's progress and future plans.
- **Pond Erosions** – projects are on-hold pending income availability
- **Repair Bulge in Retainer Wall off 145th St. Pond** – action has been tabled temporarily
- **Repair/Replace Sprayer in Clubhouse Sink** – Smoot completed the replacement
- **Replace Pool Camera** – installation will be completed by pool opening
- **Replace Railroad Ties Near Watercolours** – action is currently pending income availability
- **Replace Sprinkler Systems off 145th and 103rd St. Entryways** – completed

CODE VIOLATIONS

Wood reported that the management firm recently sent a letter to a resident who has been parking a truck on the grass adjacent to his home.

NEW BUSINESS

- Wood voiced concern about a dead tree near the bowling alley entrance. Tew confirmed plans for its removal during the spring pruning/removal project. He also mentioned that Jake Holloway, a resident who has donated his time and equipment numerous times in the past few years to address this type of activity will be moving out of the development – a huge loss to Coffee Creek.

- According to Tew, Pam Masingale suggested the rental for the clubhouse increase from \$50 to \$100 during pool season. The board voted against the measure as a result of recent HOA dues increases.
- Tew reported a resident complained about muskrats in the large pond. Smoot volunteered to contact Animal Control for assistance. However, the board agreed, if Animal Control is unable to help, the HOA will need to hire an exterminator.

ANNOUNCEMENTS: None noted.

UPCOMING EVENTS

- Planning Session for Resident Meeting – Thursday, March 30th at 6:30 p.m.
- Annual Resident Meeting – Monday, April 3rd at 6:30 p.m.
- Coffee Creek Garage Sale – Saturday, May 6th
- **2Q23 Board Meeting – no date set**

MEETING ADJOURNMENT – 8:46 p.m.

Respectfully submitted by:

Linn Kuhnel, Secretary/Treasurer

Date