

# 2008 Soda Creek Annual Homeowners' Meeting

*January 26, 2008*

## Proxies

1. Stuart de la Rosa, 435E; appointed Jen Plous: Keep Dues Low
2. Blanca Menendez, 395E; appointed Paula Samuelson: (no instructions)
3. Nicole Perisho, 495C; appointed Jen Plous: (no instructions) (showed up in person so the proxy was not valid)

## Attendance

- |                                |                                                                              |
|--------------------------------|------------------------------------------------------------------------------|
| 1. Jen Plous                   | <a href="mailto:jplous@hotmail.com">jplous@hotmail.com</a>                   |
| 2. Becky Granger/Tom Stamm     | <a href="mailto:rcgranger@hotmail.com">rcgranger@hotmail.com</a>             |
| 3. Sue Brind'Amour             | <a href="mailto:surusmail@yahoo.com">surusmail@yahoo.com</a>                 |
| 4. Laura Bohlender             | <a href="mailto:laura_bohlender@comcast.net">laura_bohlender@comcast.net</a> |
| 5. Greg Sprenger               | <a href="mailto:gregyal14@comcast.net">gregyal14@comcast.net</a>             |
| 6. Shirley Beaty               | <a href="mailto:sbeaty@netzero.net">sbeaty@netzero.net</a>                   |
| 7. Jen Doris                   | <a href="mailto:idoris70@msn.com">idoris70@msn.com</a>                       |
| 8. Paula Samuelson             | <a href="mailto:pisbreck@yahoo.com">pisbreck@yahoo.com</a>                   |
| 9. Nicki Perisho               | <a href="mailto:nicki418@hotmail.com">nicki418@hotmail.com</a>               |
| 10. Kim & Andy Udoff           | <a href="mailto:ammortnet@msn.com">ammortnet@msn.com</a>                     |
| 11. Brad Smith/Heather Gerhart | <a href="mailto:mountaingailhg@gmail.com">mountaingailhg@gmail.com</a>       |
| 12. Wilbert Martinez           | <a href="mailto:wilbert2martinez@yahoo.com">wilbert2martinez@yahoo.com</a>   |
| 13. Walter Galdamez            | <a href="mailto:galdamez2walter@yahoo.com">galdamez2walter@yahoo.com</a>     |
| 14. Victor & Liliana Meza      | <a href="mailto:mezavic@hotmail.com">mezavic@hotmail.com</a>                 |
| 15. Mauricio Roblez            | <a href="mailto:mauriciorob1@netzero.com">mauriciorob1@netzero.com</a>       |
| 16. Mary McClure               | <a href="mailto:mccluremary@hotmail.com">mccluremary@hotmail.com</a>         |

## Meeting Notes

- Called to order (10:21 am) - started late due to parking issues at Keystone Inn
- Introduced Board members Jen P and Becky G
- Fire Marshall Steven Skulski talked about fire prevention/protection
  - Sprinklers are not required in our complex
  - Each unit has smoke detectors
  - No monitoring is installed
  - Options:
    - 1. home safety inspection, with recommendations only; one unit at a time, free
    - 2. fire extinguisher training
    - 3. fire protection system options
      - monitored smoke detectors – NOT extinguishing system
      - sprinklers
      - on-call (or in-house) firefighter
  - Andy Udoff called monitoring agencies, got one rough estimate – would require going through drywall in kitchen, won't replace or repair drywall when done
  - Can also look at simpler systems like 110v hardwired smoke detectors; wireless detectors for monitoring
  - Recommended setting a base level of monitoring, an inspection to point out deficiencies, and getting bids

- Noted that local Fire Dept response time is 4.5 – 5 minutes in our area
  - Reviewed previous meeting minutes (10:40)
    - Motion to approve – Nicki Perisho; seconded by Jen Doris
  - Andrea from KTTR provided manager's report
    - Recognized the Board for keeping dues low by self-managing
    - Covered the balance sheet
      - Posted on KTTR website quarterly (<http://www.kttrhoa.com/SodaCreek/>)
      - Budget comparison with 2007
        - Started 2007 with a \$20k deficit from boiler incident in 2006
        - Saved money in 2007 on gas & electric and made unbudgeted money from coin-op washers, so we ended 2007 under budget by \$20k
          - KTTR & Board strongly recommend putting this money in reserve
          - Need to recover from extra low dues set by developer
      - 2008 Budget
        - Management fees are increasing by 5%, not 19.5% (typo)
        - \$1k landscaping line item was requested by the Board
        - Dump is increasing fees (noted that trash removal contract is up in March, can be bid out)
        - Reserve assessment is making up for boiler replacement not in original budget
        - No more special assessment
        - Boilers will be replaced 2008-2009 in order of likelihood to break
        - Kim Udoff noted that water softeners may help with boilers; Andrea noted that these can be very expensive
        - Motion to approve 2008 budget except for management fee change by Paula Samuelson, seconded by Jen Plous; approved unanimously
      - \$20k reserve overage discussion
        - Options:
          1. Immediate payout to owners: approx \$500 check for each resident
          2. Apply to 2008 operating budget: would decrease dues for 2008 by approx \$45/month
          3. Put in reserve for future needs
        - Board recommends putting it in reserve, noted that by 2020 the reserve will be \$189k negative; a healthy reserve looks good to potential buyers; will earn interest; might be applied to fire suppression system in the future.
        - Motion to approve putting the overage in reserve by Jen Plous; seconded by Jen Doris; vote passed with 1 opposed and 1 abstain.
      - Boilers
        - Plumber Mike said there is a warranty, Jen Plous was not sure exactly how long, she will find out
        - Original installation of boilers cut corners, some of the cost to replace is to fix these piping mistakes
      - Reserve budget
        - Resurfacing asphalt is now included
- Discussion of KTTR role (11:06)
  - KTTR are not our property managers, they only deal with money issues. Everything else goes to the Board.
  - KTTR will not make any decisions without Board approval.
  - Noted that if a homeowner calls plumber or other maintenance service to work on a problem in a common area, that homeowner will be responsible for paying for the repair if it was not approved by the Board. Board must approve all purchases.
- Old Business (11:08)
  - First boiler is done (497 building)
  - New parking passes were issued in 2007
    - Use the new green passes, not the old blue ones

- KTTR will distribute new passes to future owners
  - Board spent a lot of time and energy collecting past dues
    - Some homeowners were very far behind in payments but we are in much better shape now
    - These payments go into operating budget like regular dues
  - Trash
    - Don't leave trash outside or on the deck; we've had raccoons in the area
    - Andrea noted that another association spent \$20k on raccoon mitigation
    - If trash is not actually placed into the dumpster, we will get charged extra
    - Nicki suggested putting up "no dumping" signs
    - Don't stack recycling on top of the bins if they are full, high winds blow things around
    - All recycle bins are commingled, the labels are out-of-date
    - Paula suggested putting a gate or lock around the dumpster, or some other deterrent; this can be part of the trash contract as we renegotiate
    - Fully bear-proof dumpsters are expensive and smaller
    - Trash pickup is M/W/F, recycling F
    - Noted that recycle bins get full quickly
  - Parking
    - We have 80 passes, and less than 80 spots; be respectful, ask guests to park in visitor spots
    - Noted that there are 2 cars parked on the road blocking the plows
      - On the road is a County issue
      - HOA should not call to have the cars towed because then they would be charged if the cars are not claimed within 30 days
      - Jen Plous will call County to tow the cars
    - Noted that sometimes a trailer is parked for more than 2 days in the lot; Jen Plous noted that the Board tries to be lenient but that this is unfair for people who try to comply
    - Call a Board member if there is a specific ongoing problem
    - Noted that if you see the plow, it would be good to ask where to move cars to help
    - Noted that piles of snow on the corners are blocking the view coming in or out of the lot; Jen Plous will call the County to see what can be done.
- New Business (11:26)
  - (not officially new business, but noted that Shirley Beaty's name was spelled wrong, "Beady", in the previous meeting notes)
  - The parking lot will be repaved in the spring; all cars will need to be moved for a few days during this process.
  - Noted that the resealing last fall was poorly done
  - Boiler replacement in two more buildings is planned for 2008
  - Fire monitoring
    - Andrea noted that a different association installed a wireless fire monitoring system in two buildings for approx \$25k plus \$75/month monitoring (no sprinklers)
    - A \$50k installation would add \$100/month to the dues to do all at once, or \$20/month if done over 5 years
    - Some associations enforce replacing batteries in smoke detectors, done by the maintenance person
    - It was suggested to put together a pamphlet with fire safety tips, or get one from the fire department, and give to all homeowners
    - An informal vote was against an increase in dues for a fire monitoring system
    - Noted that the fire department will give free replacement batteries while doing an inspection; there was interest in coordinating this.
  - Opportunities to get together in 2008
    - Doggy cleanup day
      - Sometime in May
      - Jen Doris volunteered to coordinate
    - Landscaping
      - Any projects or expenses must be Board approved
      - Noted that the groundcloth on the berms is wearing out; would be expensive to fix

- Noted that the sprinklers are working but hit the sidewalk; suggested to reset the timers to have them run overnight
      - Jen Doris volunteered to coordinate other landscaping projects
      - Shirley, Heather, and Wilbert also volunteered
    - Garage Sale/BBQ
      - Jen Plous and Sue volunteered to coordinate
  - Point unit for each building
    - Noted that this might not be practical, Board still must approve any repairs, etc
    - KTTR can help by posting a questions/comments web page that will forward to the Board
    - Board and/or volunteers can write notices to send to the email list
    - An informal vote was against having a point unit
    - Jackie at KTTR can be reached at [keyacct@comcast.net](mailto:keyacct@comcast.net)
  - Noted that some front units are rentals – the Board will look into this, it may be against the deed restriction covenants
  - Outdoor Lighting
    - Needs to be something not too bright; landscaping or path lights are hard to maintain in the winter
    - Not much interest, will be raised again in next year's meeting
  - Solicitation
    - Informal vote approved installing peepholes or doorbells at homeowners' expense
    - Informal vote against HOA purchasing "no solicitation" signs; homeowners may purchase at their expense
    - The Board will make a list of approved peepholes that work with our doors
  - Noted that the original locksmith must be contacted to replace locks so that they will work with the same master key
  - Noted that the Board will need to test the master key to verify that no locks have been replaced and no longer work with it
- Other issues (12:00)
    - Touch-up paint
      - The original paint is Sherwin Williams industrial, can only get 5 gal at a time
      - Suggested to get a shared store of paint; but it is hard to store; can gauge interest on new comment board on KTTR website
    - Noted that homeowners should not call Walter directly, contact the Board instead
    - Repairs within the unit are the homeowners' responsibility
    - Window replacement
      - Most windows/doors should still be under warranty
      - Wilbert had some replaced, will post info on the KTTR website
    - Noted that heat is included in the dues, but everyone pays for it, so please be respectful and don't set the thermostat to 80 degrees in the winter
    - Noted that lights in the laundry areas should be turned off when not in use to save on electric
    - Window cleaning
      - Not in the budget
      - Motion by Jen, seconded by Nicki to approve adding to the 2008 budget if it is less than \$2k; approved by a vote with 9 for, 4 against
      - If this is arranged the Board will give notice so that homeowners can close windows, etc
  - Board Election (12:13)
    - Jen Plous's term has ended; Nicki left earlier in 2007
    - 2 year terms
    - Need a mix of people from front and back units to ensure that everyone is represented
    - Paula and Victor volunteered for the Board and were unanimously accepted
  - Motion to adjourn by Jen, seconded by Mary.
  - Noted that 19 homeowners were represented, not a legal quorum of 20.

Soda Creek Home Owner Association  
2008 Proposed Budget

INCOME

|                                    | Jan   | Feb   | Mar   | Apr   | May   | Jun   | Jul   | Aug   | Sep   | Oct   | Nov   | Dec   | Total  |
|------------------------------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|--------|
| 4000 Revenue - Association Dues    | 8247  | 8247  | 8247  | 8247  | 8247  | 8247  | 8247  | 8247  | 8247  | 8247  | 8247  | 8247  | 98964  |
| 4100 Reserve Assessment            | 5297  | 5297  | 5297  | 5297  | 5297  | 5297  | 5297  | 5297  | 5297  | 5297  | 5297  | 5297  | 63564  |
| 4200 Coin Revenue                  | 0     | 0     | 0     | 0     | 0     | 0     | 0     | 0     | 0     | 0     | 0     | 0     | 0      |
| 4500 Late Fees                     | 0     | 0     | 0     | 0     | 0     | 0     | 0     | 0     | 0     | 0     | 0     |       | 0      |
| 4300 Special Assessment-water leak | 0     | 0     | 0     | 0     | 0     | 0     | 0     | 0     | 0     | 0     | 0     | 0     | 0      |
| 8000 Interest Income               | 0     | 0     | 0     | 0     | 0     | 0     | 0     | 0     | 0     | 0     | 0     | 0     | 0      |
| INCOME TOTAL                       | 13544 | 13544 | 13544 | 13544 | 13544 | 13544 | 13544 | 13544 | 13544 | 13544 | 13544 | 13544 | 162528 |

EXPENSES

|                               |      |      |      |      |      |      |      |      |      |      |      |      |       |
|-------------------------------|------|------|------|------|------|------|------|------|------|------|------|------|-------|
| 6010 Management Fee           | 441  | 441  | 441  | 441  | 441  | 441  | 441  | 441  | 441  | 441  | 441  | 441  | 5292  |
| 6030 Office                   | 0    | 0    | 50   | 0    | 0    | 50   | 0    | 0    | 50   | 10   | 0    | 50   | 210   |
| 6050 Landscaping Projects     | 0    | 0    | 0    | 0    | 0    | 330  | 330  | 340  | 0    | 0    | 0    | 0    | 1000  |
| 6060 Insurance                | 444  | 444  | 444  | 444  | 444  | 444  | 444  | 444  | 444  | 444  | 444  | 804  | 5688  |
| 6070 Accounting & Legal       | 0    | 0    | 350  | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 350   |
| 6080 Miscellaneous            | 20   | 20   | 20   | 20   | 20   | 20   | 20   | 20   | 220  | 20   | 20   | 20   | 440   |
| 6130 Repairs and Maintenance  | 1500 | 1500 | 1500 | 1500 | 3500 | 1500 | 1500 | 1500 | 1500 | 1500 | 1500 | 1500 | 20000 |
| 6140 General Supplies         | 150  | 0    | 0    | 150  | 0    | 0    | 150  | 0    | 0    | 150  | 0    | 0    | 600   |
| 6320 Trash Removal            | 560  | 560  | 560  | 560  | 560  | 560  | 560  | 560  | 560  | 560  | 560  | 560  | 6720  |
| 6370 Snow Removal             | 1000 | 800  | 600  | 400  | 0    | 0    | 0    | 0    | 0    | 0    | 600  | 1300 | 4700  |
| 6380 Water                    | 2200 | 0    | 0    | 2100 | 0    | 0    | 3100 | 0    | 0    | 2800 | 0    | 0    | 10200 |
| 6390 Sewer                    | 4356 | 0    | 0    | 4356 | 0    | 0    | 4356 | 0    | 0    | 4356 | 0    | 0    | 17424 |
| 6400 Gas & Electric           | 3418 | 3838 | 5664 | 2324 | 1650 | 1310 | 900  | 870  | 1090 | 1272 | 2000 | 2000 | 26336 |
| Special Assessment-water leak | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0     |
| 2800 Reserve Assessment       | 5297 | 5297 | 5297 | 5297 | 5297 | 5297 | 5297 | 5297 | 5297 | 5297 | 5297 | 5297 | 63564 |

|                |       |       |       |       |       |      |       |      |      |       |       |       |        |
|----------------|-------|-------|-------|-------|-------|------|-------|------|------|-------|-------|-------|--------|
| EXPENSES TOTAL | 19386 | 12900 | 14926 | 17592 | 11912 | 9952 | 17098 | 9472 | 9602 | 16850 | 10862 | 11972 | 162524 |
|----------------|-------|-------|-------|-------|-------|------|-------|------|------|-------|-------|-------|--------|

|                         |       |       |       |        |       |       |       |       |      |       |       |      |  |
|-------------------------|-------|-------|-------|--------|-------|-------|-------|-------|------|-------|-------|------|--|
| MONTH NET PROFIT (LOSS) | -5842 | 644   | -1382 | -4048  | 1632  | 3592  | -3554 | 4072  | 3942 | -3306 | 2682  | 1572 |  |
| BALANCE                 | -5842 | -5198 | -6580 | -10628 | -8996 | -5404 | -8958 | -4886 | -944 | -4250 | -1568 | 4    |  |

**Soda Creek Condominiums  
2008 Proposed Dues Schedule**

| Unit #       |    | Operating<br>Assessment | Reserve<br>Assessment | Monthly<br>Dues     |
|--------------|----|-------------------------|-----------------------|---------------------|
| 497A         | 1A | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 497B         | 1B | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 497C         | 1C | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 497D         | 1D | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 497E         | 1E | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 497F         | 1F | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 497G         | 1G | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 497H         | 1H | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 495A         | 2A | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 495B         | 2B | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 495C         | 2C | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 495D         | 2D | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 495E         | 2E | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 495F         | 2F | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 495G         | 2G | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 495H         | 2H | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 435A         | 3A | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 435B         | 3B | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 435C         | 3C | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 435D         | 3D | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 435E         | 3E | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 435F         | 3F | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 435G         | 3G | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 435H         | 3H | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 397A         | 4A | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 397B         | 4B | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 397C         | 4C | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 397D         | 4D | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 397E         | 4E | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 397F         | 4F | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 397G         | 4G | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 397H         | 4H | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 395A         | 5A | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 395B         | 5B | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 395C         | 5C | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 395D         | 5D | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 395E         | 5E | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 395F         | 5F | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 395G         | 5G | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| 395H         | 5H | \$ 206.18               | \$ 132.43             | \$ 338.61           |
| <b>Total</b> |    | <b>\$ 8,247.20</b>      | <b>\$ 5,297.20</b>    | <b>\$ 13,544.40</b> |