

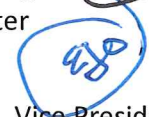


**Capitol City Golf Club Estates**  
Minutes of the Regular Monthly Board Meeting  
May 18, 2017 @ Woodland Retirement Center



Board Members Present:



Larry Dittloff, President; Darrelyn Nuesca, Vice President; Randy Luke, Treasurer (ABSENT); Lisa Greeley, Trustee; Christina Tremper, Trustee; Jayne Bradley, Trustee; Joanna Aldridge, Trustee (ABSENT); Tom LaVack, Trustee; Ed Obie, Secretary (ABSENT)

Owners Present:

John Leo and Norman Buck

Management Company:

Heather Thomas and Mallery Brown, Vantage Community Management

- I. **Call to Order** – President Larry Dittloff called the meeting to order at 6:18 PM.
- II. **Owners Comments** – John Leo discussed that his roof was damaged and needs to have his roof replaced urgently. *Board approved ACC for urgent repair.*

Norman Buck presented the Board of Trustees a compliance letter he received on April 25, 2017. He would like to have the Board of Trustees review the letter and respond back to him. Larry Dittloff responded the Board will need to further review and discuss what was presented.

- III. **Approval of April 2017 Minutes** – The Board reviewed the meeting minutes from April 20, 2017. **Larry Dittloff motioned to accept the April 20, 2017 meeting minutes with the correction to the Roads and Sign section. PSE will replace the street lights to LED in May. Darrelyn Nuesca seconded. Motion Passed Unanimously.**

IV. **Committee Reports** –

- a) **Architectural** - Darrelyn Nuesca reported on the ACC Report. Darrelyn Nuesca mentioned the turnaround time from Vantage Community Management is still taking too long. Typically receiving the ACC from Management twelve (12) days after the owner submits the form. Lot 310: submitted ACC for the garage addition. Owners still waiting on the County Permitting Department. The ACC was submitted over a year ago. Darrelyn Nuesca suggested the owner send Vantage Community Management an extension request for 120 day extension and explain they are still waiting on the County Permitting Department.
- b) **Compliance** – Ed Obie was absent so Larry Dittloff reported on his behalf. 12-13" tall grass in areas and Multiple cars parking (i.e.) more than two cars in driveway and one parking in the cutout. Cutouts appear to be used for other than two extra cars. Such as, utility trailers, campers, boats, etc. Ed Obie reported he is fairly happy with the progress. Darrelyn Nuesca asked if the Board will allow any leeway for additional storm clean up? Larry Dittloff responded and explained they will allow additional cleanup and will start re-inspection in June.
- c) **Road/Signs** – Larry Dittloff went over the Road/Signs Report. Larry Dittloff stated PSE is running a bit behind due to the storm cleanup. Possibly begin in late May/early June, the replacement of the street lights to LED. Street sweeping took place the same day at the storm. Board requested Heather Thomas call the company and ask if they can come back at a discounted cost since the storm took place that same day. Old street signage

will be replaced as Larry Dittloff surveyed the street signage and they need to be replaced as they aren't just dirty. They are fading and old. Still waiting on good weather to finish the speed bump painting. Larry Dittloff will contact golf course regarding the sand pile in the street. The Board has had a difficult time trying to reach anyone there due to staffing changes. The golf course will need to pay to clean the storm drain and portion of the street where sand accumulates. The drain stencil, "KEEP IT CLEAN" has been ordered. Larry Dittloff will check with the Thurston County Sherriff to see if they can patrol the Association. In order to have the Sherriff patrol the Association they must change the speed limit from 15-20 mph. Otherwise the Sherriff won't monitor the speed.

- d) **Ad Hoc CC&R & Bylaw Committee-** Jayne Bradley reported. Met at JoAnne Aldridge home for the first meeting. Lisa Greely typed the Bylaws and things are moving forward. Larry Dittloff suggested the Committee meet one more time before sending to the attorney. Darrelyn Nuesca would like to see the fence height stated in the new CC&Rs. Darrelyn Nuesca also suggested removing the clause that give the President power to make changes without the approval of the rest of the Board.

**Treasurer's Report** – Approval of the April 2017 Financials. Heather Thomas reported on behalf of Randy Luke. \$9,000.00 will be returned back to Association once the rebate is processed through PSE for the LED lighting. Write off debts: can the Board turn the write offs into liens? Board needs to direct Vantage Community Management to place a lien. First, need to make sure a lien wasn't already placed on the lot. Once the Association writes off a debt from an owner that doesn't mean the Association can't bill for annual assessments when they come due. Larry Dittloff would like Vantage Community Management to write a policy and resolution that the Board can adopt for the "write off debts". Pass through expenses \$2,600.00, supplies \$2,033.00 sue to the increase in mailings, HOA Meetings charges on the financials but they never have been to date? Larry Dittloff expressing early concern about the above items. Larry Dittloff thinks the Vantage Community Management financials are too difficult to read. He is placing Vantage Community Management on notice.

**Darrelyn Nuesca motioned to table the approval of the April 2017 Treasurers Report. Lis Greely seconded. Motion Passed Unanimously.**

- V. **Management Report – Heather Thomas went over the Management Report;** Lot 110: Heather Thomas emailed the denial to the owners stating the fence height and length are out of compliance. The owners ignored the email and continued to build the fence per Darrelyn Nuesca. Darrelyn Nuesca requested Heather Thomas send the "cease and desist" email/letter to the owner. The owner told Heather Thomas that they would re-submit the ACC. The Board did tell this owner to "cease and desist" but they are ignoring everyone's request. Lot 139: Heather Thomas sent owner an email that the ACC was denied due to the fence height and set back. The owner submitted ACC again but the drawing wasn't clear. The information sent in the email response was vague from Vantage Community Management. The Board is still waiting on a "pending" gravel drawing. The fence height may be changeable if the owner explains why they need a six (6) foot fence.

**Rental Agreements-**The second notice for the rental agreement will be sent in late May.

**Signs-** Stop sign at St Andrews is installed. Heather Thomas presented the Board with one quote for sign replacement. She requested estimate from two sign companies but only one company provided estimate. Darrelyn Nuesca motioned to have Vantage Community Management check another company on the internet to make sure the prices provided in the estimate from Signarama are comparable. If the internet has higher prices than the estimate, then Board will grant Heather Thomas authority to go with the company with the lowest estimate. Lisa Greely seconded. **Motion Passed.**

**Speed Bumps-**Hold till dry weather. Hogan is the next street.

**Trench at Gold Course-**Hold till dry weather. Crew at the golf course made a trench from their parking lot and the overflow of the water runs onto Armour. Larry Dittloff to follow up with Golf Course and discuss.

**Storm Drains-** Heather Thomas presented the Board with an updated estimate to refurbish all three (3) dry wells. Lisa Greely concerned with using Precision Underground and requested Heather Thomas receive two (2) new quotes.

**Street Sweeping-**Completed the same day as the storm. Board directed Heather Thomas to reach out to the company and ask if they can come back at a discounted rate due to the storm.

VI. **Old Business**

VII. **New Business**

**Newsletter-**Lisa Greely motioned to suspend the newsletter and ask for volunteers from members. Darrelyn Nuesca seconded. **Motion Passed.**

**Storm Clean Up-**LGL Construction submitted an invoice for the storm clean up. There were several tree branches throughout the street. Per Article V, Section 4 of the CC&Rs Larry Dittloff approved LGL Construction to perform the cleanup of branches only from the streets. Lisa Greely motioned to approve the invoice. Darrelyn Nuesca seconded. **Motion Passed.**

**Lacey City Council Annexation-**Larry Dittloff encourages all owners attend the meeting.

**Lot 334-** Owner confused and came into the office after he received a compliance notice. The fence was six (6) feet and now it is five (5) feet. The posts were left higher so he could string up outdoor lighting. He was informed the CC&R fence height is four (4) feet. Owner provided an email from past Vantage Community Management employee approving the five (5) foot fence height. Vantage Community Management will refund the \$30.00 (\$15.00 per notice) fees to the Association. Heather Thomas will contact the owner and recommend he complete an ACC for the five (5) fence per the email he received and explain why he needs the five (5) foot fence.

VIII. **Executive Session:** Lisa Greely motioned to enter Executive Session. Darrelyn Nuesca seconded. **Motion Passed.**

**Attorney Requests: Item #1:** Lisa Greely motioned to look into foreclosure lawsuit. Darrelyn Nuesca seconded. **Motion Passed.**

**Item#2:** Lisa Greely motioned to do litigation guarantee. Christina Tremper seconded. **Motion Passed.** **Item #3:** Lisa Greely motioned to proceed with the personal obligation lawsuit. Christina Tremper seconded. **Motion Passed.**

Lisa Greely motioned to go back into regular session. Tom Lavack seconded. **Motion Passed.**  
Darrelyn Nuesca motioned to approve Item#1, 2 & 3 for further attorney action. Lisa Greely seconded. **Motion Passed.**

**Next Meeting – Thursday, June 29, 2017 @ Woodland Retirement Center @ 6:30 PM.**

**Adjournment – Meeting adjourned @ 8:10 PM.**

**Respectfully submitted,**

**Mallery Brown, Vantage Community Management**