

Capitol City Golf Club Estates
Minutes of the Regular Monthly Board Meeting
July 20, 2017 @ Woodland Retirement Center

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

Owners Present: Joel Graham, Lori Hoskins, Amy Smith, Doug Colby, Cynthia Myer, Jenny Campbell and Joel Graham

Management Company: Heather Thomas and Mallery Brown, Vantage Community Management

I. **Call to Order** – President Larry Dittloff called the meeting to order at 5:59 PM.

II. **Owners Comments/Open Forum** –

Joel Graham discussed his concern with the increase in assessments with no benefits. Believes the Association send too many notices. Who receives the fines? Darrelyn responded to Joel's concerns stating the Association receives the fine money and Vantage Community Management administration fee to process notices and letters at the Board of Trustee's request.

Lori Hoskins raised the question if they Association is under contract for a certain time period with Vantage Community Management? Concerned that Vantage Community Management is not consistent. Darrelyn responded explaining Vantage Community Management is under contract from January 2016-December 2017. Also discussed that Vantage Community Management is very fair compared with other Management Companies because we only charge a flat rate as other Management companies charge percentages.

Amy Smith tenant at lot 112 discussed fines she has received for compliance notices. She explained she has bone cancer and it is very difficult to pay the fines. Larry responded explaining the Board of Trustees provides variances and would like to speak with her in a private meeting.

Doug Colby would like to see a Welcome Committee in the Association again. He used to assist with this and would be interested in helping again. He gave his contact numbers. Larry suggested that he volunteer for Committee.

Cynthia Myer raised concerns at the private street at Armour gets clogged and blocked when the Golf Course has tournaments. She also wanted to discuss the speeding cars. Larry responded letting her know that the Thurston County Sherriff will be patrolling the neighborhood soon.

Jenny Campbell raised concerns that Vantage Community Management is difficult to work with. She discussed that she upgraded her home and still gets nit-picky letters from Vantage Community Management about her home. Darrelyn responded that the letter she received was a Courtesy Notice and Vantage acts at the Boards direction.

Joel Graham concerned with a garbage can letter he received from Vantage Community Management. Heather responded stating the Board/Vantage doesn't send garbage can letters to this Association.

III. **Approval of June 2017 Minutes** – The Board reviewed the meeting minutes from June 29, 2017. **Larry Dittloff motioned to accept the June 29, 2017 meeting minutes with the amendment to the Roads and Sign section for the speed limit to be 20MPH not 25MPH. Darrelyn Nuesca seconded. Motion Passed Unanimously.**

IV. **Committee Reports** –

- a) **Architectural** - Darrelyn Nuesca reported on the ACC Report. Lot 81: Approved ACC. Lot 110: ACC Changes have been beautiful and the home looks great! Lot 315: Received an email and this has been taken care of. Darrelyn requested Vantage Community Management respond the same day ACC approval is received. We have experienced delay in turn-around time from Vantage exceeding the Committee's expectations. ACC approvals from the Committee should have a turnaround time of 3 days at the most.
- b) **Compliance** –No report.
- c) **Road/Signs** – Larry Dittloff went over the Road/Signs Report. The newsletter is complete and was forwarded to Vantage Community Management to email. Will send a JPEG file of the newsletter for the email blast. Larry will be making copies of the newsletter at Kinkos and hand delivering to residents. Golf Course Drain pipes does have an easement in twelve locations onto the Association. Larry Luz, maintenance, has one more speed bump to paint. Street Signs have been ordered. LED project has been completed and Larry is processing the PSE rebate. Speed limit signs will need to be replaced to reflect the speed increase to 20MPH per the Sherriff Patrol Agreement requirements.
- d) **Ad Hoc CC&R & Bylaw Committee**- Larry Dittloff reported. The first draft of the CC&R and Bylaws is loaded on the website. Larry wants public input.

Treasurer's Report –Randy Luke reported on the financials. The balance sheet and income statement for the month of June shows little change in May 2017. Net loss for the month was \$1,450; cash on hand at end of period was \$76,997. From TYD the Association did a great job collecting the 2017 assessments. The total receivables is reduced to \$107,381 to \$70,605 due to the \$36,000 in aged receivables. Good work Vantage Community Management! Would like to try to collect about 15% of receivables by the end of December. Larry raised the question if the funds for the street signs are coming from the Reserve Account. Darrelyn Nuesca motioned to take the money from the Capital Reserve account for the street signs not to exceed \$2,500.00. Ed Obie seconded. **Motion Passed**

V. **Management Report** – **Heather Thomas went over the Management Report**; The signs will be received within the first two weeks in August. Speed Limit signs estimate came in at \$1,182.00 plus Washington State tax for the 18 x 24 size. Tom LaVack motioned to accept the estimate of \$1,182.00 plus Washington State tax in the 18 x 24 size so they are visible. Darrelyn Nuesca seconded. **Motion Passed.** Randy Luke motioned the cost not to exceed \$1,400.00 from the

Handwritten initials: DL, LF, EP

Reserve Account for the speed limit signs. Darrelyn Neusca seconded. **Motion Passed.** Larry Luz (LGL Construction) will paint the other speed bump.

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.

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VI. New Business

2018 Block Party: Larry Dittloff discussed the Association would like to do this next year. Christina Tremper stated some ideas and may take the lead for next year's planning.

Enforcement Policy Mailing: Larry Dittloff motioned to attach the new policy with the full newsletter in Fall. Ed Obie seconded. Motion Passed

VII. Executive Session: Darrelyn Nuesca motioned to enter Executive Session @ 7:19PM. Christina Tremper seconded. **Motion Passed.**

Item #1: (Lot 178) Heather Thomas discussed after researching the account the statements were mailed to the Alaska address. Owner claims statements were never received. Tom LaVack motioned to reverse two \$25.00 fines. Darrelyn Nuesca seconded. Motion Passed.

Item #2: (Lot 6) Attorney recommends updating the lien which would cost \$406.01. Ed Obie motioned to update the lien. Darrelyn Nuesca seconded. **Motion Passed.**

Item #3: (Lot 343) Heather Thomas signed the Declaration for foreclosure.

Item #4: (Lot 406) Payoff request from Title received and Heather Thomas forwarded to the Attorney.

Item # 5: (Lot 397) no payment received yet. Typically the owner pays around the 20th of the month.

Larry Dittloff discussed a variance for lot 366 regarding the RV parking. After further research Larry Dittloff believes the variance needs to be granted for this lot. Owner paid a premium for the lot that was "grandfathered" in the Association. Darrelyn Nuesca motioned to make an exception and allow the variance for the motorhome parking. Tom LaVack seconded. **Motion Passed.**

Next Meeting – Thursday, August 17, 2017 @ Woodland Retirement Center @ 6:30 PM.

Adjournment – Meeting adjourned @ 7:41 PM.

Respectfully submitted,

Mallery Brown, Vantage Community Management