

Capitol City Golf Club Estates
Board of Trustees Meeting
August 17, 2017
Woodland Retirement Center



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

Owners Present: Norman Buck, Maggie Sartain, JoAnne Redmond

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

Open Owner Forum:

Norman Buck wants to correct the "Thank you" post card to reflect Board of Trustees not Board of Directors. Norman discussed the parking variance that the Board of Trustees approved. He believes the variance is not the way to go. He will have his attorney talk to the Board of Trustees attorney as he wants the variance to run with the land, not just while Norman owns the land. Believes the Board has done nothing to protect his lot. Norman referenced the original amendment not the third amendment. Requested the Board of Trustees rewrite the letter her received to answer his questions.

Maggie Sartain wanted to ask the Board of Trustees for a variance for the parking pad. The cut out in front of her house was "grandfathered" from the prior Board of Trustees. Board will review the previous ACC application and file history. After the Board reviews they will send an email to Maggie.

Call to Order: President, Larry Dittloff called the meeting to order at 6:22PM after the quorum was present.

Approval of the July 2017 Meeting Minutes: Darrelyn Neusca made a motion to approve the July 2017 Meeting Minutes with amendments; ACC section to reflect the turnaround time is exceeding the expectations of the Board of Trustees. Lisa Greely seconded. **Motion Passed**

Committee Reports-

- a) **Architectural-** Darrelyn Nuesca reported on the ACC Report. Two (2) ACC's that were received didn't have dates on them. Vantage is supposed to thoroughly review the applications prior to sending to the Committee. There also needs to be a start and stop date on the application. If the ACC is missing any of the above dates the ACC is considered incomplete. Lot 139: Has a completion date of September 30, 2017. Board is waiting for the completion form.
- b) **Compliance-** Ed Obie reported on the Compliance Report. Receiving input from owners that the Association is too strict. Would like to be a little more personable. Randy Luke raised the question, "What is the concept of compliance?" Ed responded the idea was a good neighbor monitoring system that was impartial and documented. Vantage Community Management takes pictures then forwards the pictures to the Compliance Committee for their review and approval to send letters. The letters are automatically sent after 48 hours if Vantage doesn't receive a response from the Committee. The Board of Trustees wants to focus on the big concerns and not so much on the small items. Every "concern" needs a letter, otherwise, it could be considered discrimination.

- c) **Roads/Signs-** Larry Dittloff reported on the Roads and Signs Report. The Golf Course will clean out the first two receptacles on Armour as they are full to the top with sand. The Golf Course agreed they will no longer drive on the roads for sand operation and use the Association streets for tournament parking. Contractor update needed for storm drain cleaning from Vantage Community Management. Lot 339: storm basins full to the top. Mailbox graffiti cleaned up the next day; took place on Cotton and still waiting on the invoice. Speed signs on order and once received Tom LaVack and Larry Dittloff will install the signs. Lot 6 & 342: what is the status from the Health Department on the foreclosed homes with the rat concerns and fire hazard overgrown grass? Mallery Brown with Vantage called the Thurston County Health Department on 7/31/17, 8/1/17, 8/16/17, spoke with Sammy Berg and he said he would look into these concerns and return my call. No response received to date. Board of Trustees would like the attorney to review these concerns to see what the Association can do. Darrelyn Nuesca suggested the Board add a \$1,000 for emergency account.
- d) **Ad Hoc CC&R & Bylaw Committee-** Lisa Greely gave the last meeting notes to the Board of Trustees. Larry Dittloff would like everyone to review the Bylaws and CC&Rs. Then wants to send to all owners after the Board of Trustees approves the "DRAFT". October 12th, 2017 will be the Town Hall Meeting for owners to voice their concerns/comments or changes to the CC&R rewrite. November 16, 2017 will be the Annual Meeting at the Jacob Smith House. Needs a microphone. Heather Thomas will schedule the Jacob Smith House at 6:00pm for the Town Hall Meeting on October 12, 2017 with a microphone.
- e) **Miscellaneous-** Larry Dittloff thanked Randy Luke for the newsletter help. Thanked Christina for the garage sale organization. Would like to set up an "annual" garage sale around the same time as Indian Summer's for next summer.

Treasurers Report- Randy Luke reported for the July 2017 Financials. \$68,761 in Assets. \$133,899 in Reserve Account. \$109,585 in Receivables. \$312,246 in Retained Earnings. \$2,192 Income, 48,914 in Expenses, -\$6,722 net and \$68,762 ending cash. Painting of the speed bumps was \$3,000. The Association is back on track and doing okay. \$18,000 has been spent on legal/attorney fees. Randy would like to obtain a real figure for receivables. Larry Dittloff discussed that 20% of all lots are facing fees and fines. Above budget by \$5,000; about \$117,677 for income. Projecting around \$191,888 for 2018 budget. Darrelyn Nuesca asked if 20% of owners with fines is abnormal for Homeowners Associations. Heather Thomas responded that actually this figure is lower than most Associations as most typical Associations have between 30-40%.

Management Report- Heather Thomas reported on the Vantage Community Management Report. There was nothing to report as everything has already been discussed. Randy Luke needs to sign the income tax return. The draft audit was presented to the Board of Trustees. Board of Trustees has been using an independent auditor, not an auditor from Vantage Community Management.

New Business-

Randy Luke moves to accept the draft audit to move forward to the final audit. Darrelyn Nuesca seconded. **Motion Passed**

Ed Obie motioned to reimburse Randy Luke for the printing expenses for \$99.04 for the newsletter. Christina Tremper seconded. **Motion Passed**

Insurance is up for renewal with County Financial. There is a \$175.00 annual membership fee required since the Farm Bureau owns Country Financial. Medical payment increased to \$25,000 currently at \$5,000.

Larry Dittloff reported he would like to have another newsletter out by mid-September and include information about the Enforcement Policy, CC&R, Bylaws and fall winterization.

Larry Dittloff appointed Doug Colby as the new welcoming committee chair. He will assist with the welcome packets. Ed Obie seconded. **Motion Passed**

Darrellyn Nuesca motioned to move into executive session. Randy Luke seconded. Motion Passed
Darrellyn Nuesca motioned to reconvene into regular meeting. Randy seconded. Motion Passed

Item #3: Owner sent Board of Trustees a \$9,219.93 letter for the septic system repair the owner is stating that failed due to the storm drain failure. Ed Obie moves to have the Association attorney respond to this owner. Randy Luke seconded. **Motion Passed**

Fine Reversal Requests-

Item #1: Board of Trustees will reverse \$430 from the account in delinquent charges including covering Vantage Community Management charges. Darrellyn Nuesca moves to accept a payment plan of \$55 per month for four months for \$220.00. Will hold all delinquent charges. Ed Obie seconded. **Motion Passed.**

Item #2: no new information and the information was already reported to the Board of Trustees and was denied. Randy Luke moves to deny the request. Darrellyn Nuesca seconded. **Motion Passed.**

Heather Thomas reported the following:

Item#3: updated lien recorded

Item#4: waiting for the check to clear the Trust Account

Item#5: Board of Trustees moved and seconded to move forward with a personal litigation.

Meeting Adjourned at 7:57PM

Respectfully Submitted,

Mallery Brown

Vantage Community Management