

Capitol City Golf Club Estates

Board of Trustees Meeting

September 14, 2017

Woodland Retirement Center

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

Owners Present: Norman Buck, Joel Graham, JoAnne Redmond

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

Open Owner Forum:

Joel Graham asked why he needs to pay a transfer fee at time of ownership change? Darrelyn Neusca explained the management company charges \$200 for transferring ownership to move in/out owners. The management company works with the Escrow Company to move in/out owners. Joel asks what is being done about speeding? How is he supposed to know the Association is changing the speed limits? Darrelyn Neusca explained the information is posted on the websites.

Norman Buck wanted an update on the variance issue from last month. Why hasn't the Board of Trustees responded to his letter yet? Larry Dittloff explained there have been some scheduling conflicts and are in the process of formulating a proper response. The Board of Trustees had to reschedule due to a schedule conflict. Lisa Greeley wanted to let the Board of Trustees know that there are several owners within the Association that are unhappy with the Board and Vantage Community Management.

Call to Order: President, Larry Dittloff called the meeting to order at 6:12PM after the quorum was present.

Approval of the August 2017 Meeting Minutes: Christina Tremper made a motion to approve the August 2017 Meeting Minutes with amendments; adding Christina's name to the Board Members section. Tom LaVack seconded. **Motion Passed.** *One vote against approving Minutes.*

Committee Reports-

- a) **Architectural-** Darrelyn Nuesca reported on the ACC Report. Lot 76: ACC was delayed due to scanning issue with Vantage Community Management. Therefore, ACC turnaround time was slower than the Committee would have liked. Darrelyn Nuesca gave verbal permission to the owner because he still hasn't received a response back from Vantage Community Management. Darrelyn Nuesca believes this has been rectified and Heather Thomas reported that all ACC applicants have been contacted. Darrelyn Nuesca would like the Community to create a color palette and will present at the next Board Meeting.
- b) **Compliance-** Ed Obie reported on the Compliance Report. Lot 95: Board of Trustees may accept a variance for the cut out since this particular owner owns one and a half lots. Tom LaVack stated the owners need to have someone explain specifically what they need to do. Lot 139: Extended the fence and the owner runs a business and has a backhoe, trailer and a wrecker. The owner requested an exception. The owner is in compliance per Darrelyn Nuesca. Owner is currently erecting a higher

fence to attempt to hide his equipment. The owner has until the end of the month to complete the project.

- c) **Roads/Signs-** Larry Dittloff reported on the Roads and Signs Report. Tom LaVack and Larry Dittloff installed the new 20 MPH signs and there is one extra sign. Lisa Greeley believes they should install one more sign. The stencil project is complete. Storm drains, three need to be repaired on Congressional and Hogan. Vantage reported that we have reached out to three different contractors up North. Two of which are preparing estimates. Difficult to locate a Company around this area as they are all up North and not willing to drive this far South for the project. Street sign installation; Heather Thomas gave them to Jayne Bradley's husband to install and haven't received any update. PSE grant application has been completed and just waiting on the refund.
- d) **Ad Hoc CC&R & Bylaw Committee-** Larry Dittloff gave the last meeting notes to the Board of Trustees. **The Board of Trustees needs to review and read what the attorney said for the CC&Rs and Bylaws. Tom LaVack motioned to table the CC&R/Bylaw for final vote for one year. Tom LaVack motions to postpone the public meeting to a series of meetings to be scheduled over a period of a year. Motion Passed. Tom LaVack motioned to schedule a series of meetings at the Jacob Smith House at the next agenda and cancel the current meeting scheduled for October 12th for the Open Forum. Darrelyn Nuesca seconded. Motion Passed**
- e) **Miscellaneous:** Was discussed how to properly get information to the ownership? Shall the Board of Trustees mail, post to website, bulletin board or door to door? The next newsletter will promote the website to help educate the owners where they can go for up to date information pertaining to Capitol City Golf Club Estates.

Treasurers Report- Randy Luke reported for the August 2017 Financials. \$71,702 in Assets. \$130,207 in Reserve Account. \$100,596 in Receivables. \$302,506 in Retained Earnings. \$2,923 Income, \$12,684 in Expenses, -\$9,760 net and \$71,702 ending cash. Vantage Community Management is doing a good job on the collection charges. Receivables are down about 20%, but the collection costs are up due to attorney fees to collect money. Association is expecting around \$13,000 for the PSE refund for the lights. The legal budget will increase next year. July 2017 had the second highest expenses. This was because PSE failed to bill the Association for a few months. Expecting the Association to have around \$119,000 in expenses by December 2017. The street lights are paying off and Association already saving around \$200 per month. Darrelyn Nuesca asked Randy Luke to make a formal presentation to the Board next month so he can be prepared for the November 2017 Annual Meeting.

Management Report- Heather Thomas reported on the Vantage Community Management Report. There was nothing to report as everything has already been discussed. The Board of Trustees needs to approve the Budget via email. Darrelyn Nuesca discussed she needs more than one day to read/review the Board packet.

Old Business-

Newsletter: Larry Dittloff working on it.

Enforcement Policy: Needs a cover letter explaining the packet to owners.

New Business-

Insurance: Farm Bureau Membership needs to be signed. Tom LaVack explained that \$75 is required for the membership joining fee. Motion carries for Capitol City Golf Club Estates Association to join the Farm Bureau for \$75.00. All in favor. **Motion Passed**

Bulletin Board: Association would like to install a Bulletin Board so owners have a central location within the Association to review news and upcoming events. Tom LaVack will create something and show the Board before creating the full size board. Will need to be weatherized.

Tom LaVack motioned to move into executive session at 7:18PM. Christina Tremper seconded. **Motion Passed.**

Ed Obie motioned to go out of executive session at 8:02pm. Darrelyn Nuesca 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. Darrelyn 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 for lot 110 as this was previously denied. Darrelyn Nuesca seconded. **Motion Passed.**

Heather Thomas reported the following:

Item 3: Paid in full

Item 4: Attorney reported that they are having issues contacting the owners

Item 5: Attorney reported that they are having issues contacting the owners

Item 6: Trustee Sale cancelled. Proceeding with garnishments.

Forecloses and liens are still in process of getting worked on.

Meeting Adjourned at 8:02PM

Respectfully Submitted,

Mallery Brown

Vantage Community Management

*Approved per board
C. Thomas*