

**CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
January 22, 1998**

1. Call to order: The regular meeting was called to order at 7:01 p.m. President Betty Cherrett resigned from the Board due to medical reasons. Vice President Patricia O'Grady assumed the position of President of the Board and Irma Noel, Trustee was elected to the Vice President position. Mr. Harry Dost Jr. was appointed to fill the unexpired term of Betty Cherrett through July 1998.
2. In Attendance: Pat O'Grady, Irma Noel, Dick Maltby, Norman Jones, Jerry Martin, Harry Dost and Manager George Castaneda. Fred Evans was absent.
3. Action on Minutes: Minutes of the December 11, 1997 Board meeting were approved as submitted.
4. Treasurer's Report: No Treasurers Report.
5. Committee Reports: **Membership:** Robert and Peggy Grady, Estrella and Timothy McHenry, David and Janice Pirwitz, Sharon Rae and Wm. and Mikel Stull are new home and property owners at Cape George. **Marina:** Arvin Wylie reported Dale Huselton has left for the winter and Arvin is in charge until his return. We have been working on the flotation for the dredge, and have constructed a small boom on the back of the dredge to hoist the anchor. We have submitted a letter to the Board for approval of expenditure of the funds we have received from the donations. Mac hauled off all of the soil from our last dredging. I have talked to George about the old gate on the hill coming down to the Marina, and he said that the Marina could have it as soon as the new one is in place. We will place it on the road going to the south end of the Marina. It will be keyed to the same lock as the boat ramp so boat owners will not have to get another key. We met with Fred Evans about our long range plans for the marina. Boat moorage and rampage for 1998 is coming in and I estimate it will be very close to last year as far as money is concerned. **Environmental:** No report submitted. **Social Club:** Nancy Jones reported Pauline Magrillio and her committee sponsored a New Year's eve early celebration with over 50 people attending. The suggestion was made that next year this would be a good time for a potluck. As the date approaches again, we will look for community input on this, with possible longer hours. The next meeting of the Social Club will be on January 26th beginning at 10:00 AM. Apple pie and hot drinks will be served. There will be a brief business meeting after which the Cape George String Trio will perform. The members of this talented group are Barbara Hinchliff- piano, Valerie Harris-Cello, Ida Wingrove-Violin. A catered Valentine dinner will be held Saturday, February 14th at the clubhouse. Cost will be \$15.00 which will cover tax and tip as well as dinner, etc. The menu will feature prime rib as well as the usual other goodies. We hope this will be a very romantic occasion so we are including lots of special touches. Reservation forms will be provided in the February newsletter and we will be promoting the occasion at the January 26 meeting as well. **Water Advisory:** We have received copies of the booklet entitled "Conservation's Planning Requirements" for the D.O.H.. This booklet is a joint publication of the D.O.E. and D.O.H.. On page 2 is the following statement "A water conservation plan in compliance with the Conservation Planning Requirements will be required for approval of water system plans and for the issuance of water right permits for public water systems by Ecology." As we have applied for additional water rights in order to expand our system, the committee urges the Board to implement the steps necessary to fulfill these requirements. The water advisory committee will assist the Board and the Manager in any capacity that the Board deems appropriate. The committee is also available for any other project that the Board feels is

necessary. Pool: Doris Hamby reported Virginia Walls has resigned as chair and those present appointed Doris Hamby to succeed her, pending Board of Trustee approval. Robin Scherting will present our monthly minutes to the Board of Trustees. Nancy Stilbert will continue to oversee the weekend pool testing schedule and training of new volunteers for this responsibility. Revised pool rules and regulations were not included as intended with the January annual billing. Also, some members may have been overlooked for the requirement all pool card holders must sign acknowledgment of having read the pool rules and intend to abide by them. Doris Hamby will check in the office to explore the most efficient way to correct these oversights. The dressing room floors require attention. Tom Harris will research appropriate cleaning methods and paint for this project. Cost of materials could come from the swim pool memorial fund with volunteers providing the labor. In behalf of the Social Club membership committee, Tom Harris presented a proposal for enhancing pool memberships among new resident members to Cape George. In addition to a one month free pool use coupon, a pro-rated fee for the balance of the calendar year could be offered for those willing to pay the total balance in full rather than the \$25.00 monthly fee. New residents could then realize the same savings offered current regular members who opt to pay up front for a year. Committee members present were divided in their response, and also recognized the proposal will require Board discussion and approval. Fred Evans was present as Board liaison to the pool committee. Members in attendance were Doris Hamby, Tom Harris, Sid Johnson, Kathryn Powell, Robin Scherting, Nancy Stilbert and Beth Tandy. The Committee will continue to meet in the Community Center at 3:00 PM the first Wednesday of each month. This is not a closed session and new participants are welcome.

6. Manager's Report: The new snow plow arrived last week, just time for the snowfall. It worked perfectly. Mac was able to plow all the main streets and make one pass on the side streets that Monday evening. The next day he was able to sand the streets and finish plowing the side streets. The Board and Management would like to thank Wells Gibson for initiating the fund drive for the snow plow. We are still filling in the washed out area at the end of Huckleberry Drive, and that project is almost completed. We have finished reading the water meters for this first quarter. We will be reading meters every quarter for the whole year in order to establish water usage by members. This information will be useful in establishing the water conservation pricing program. We have done the trenching for the conduits across Marina Drive for the security gate placement. The contract with Puget Sound Energy has been signed to provide electrical service for the gate. This week I filed a Notice of Suit in Small Claims Court against one of our members who is delinquent and has refused to pay his assessments. The court date is scheduled for the 3rd of March at 9:00 AM. By next week I expect to receive a temporary permit from the Dept. of Ecology allowing us to drill and test for water at the proposed site for Well #6. Since the ads have appeared on the Boston Whaler auction, I have received at least 60 calls for interested parties including 2 from Canada, and one from S. Carolina. Deputy Anderson, who will be doing the auction informs me he too has received numerous calls. So I'm expecting a good turn out for the auction to be held at 10:00 AM this Friday, Jan. 23rd at All City Auto Body in Port Townsend. An ad appeared in the Leader last week from one of our property owners advertising his home for rent stating that access to the pool and the beach is available to the renter. Well, we know that is not true. I have called the number in the paper, but no one has returned my call. However, this member has never had a pool card, so there is no way the renter would have access to the pool.

7. Member Participation:

- a) Letter to Mr. George Brown, 491 Sunset was discussed with Mr. Brown.
- b) Mrs. Barbara Hinchliff wanted to call the Boards attention to the Environmental program Saturday, January 24th at 10:00 AM.

8. Business:

The following motions were made:

- a) Move to approve the water conservation pricing with the following conditions:
1. Maintain the current basic monthly rate of \$14.00 per month which shall include a rate of usage not to exceed 250 gallons per day on an annual basis. An annual surcharge shall be charged for usage over 250 gallons per day as follows:
251 to 500 gallons per day, \$1 per 1000 gallons
501 to 1000 gallons per day, \$2 per 1000 gallons
1001 to 2000 gallons per day, \$3.00 per 1000 gallons
2001 or more gallons per day, \$4 per 1000 gallons
The surcharge shall apply to each 1000 gallons or part thereof
 2. Meters shall be read on a quarterly basis the first year, commencing January 1998, annually thereafter. "Snowbirds" and other absences shall be taken into consideration in establishing maximum gallons allowed under the basic charge only if there is an absence for a full quarter. Quarterly readings are for statistical analysis only and shall not effect annual billing.
 3. The surcharge will be waived for the 1998 calendar year only.
 4. The Board of Trustees shall review the information quarterly. If desired, selected members may be notified of their usage. In January, 1999, the Board shall determine if a modification in charges is appropriate. (4-0)

b) That the Marina Committee is authorized to transfer \$8,700.00 from the Marina Donation Funds for the following:

- \$4,000- to be for the sole purpose of re-wiring Marina Work Shop.
\$ 500- To the equipment fund to purchase a 12 inch bucket for the John Deere Tractor.
\$ 200- for purchase of a VHF radio for the Marina Base Station.
\$4,000- to be used in conjunction with our dock wiring budget. (4-0)

c) Environmental workers. -Tabled

d) Cape George Handbook.-Tabled

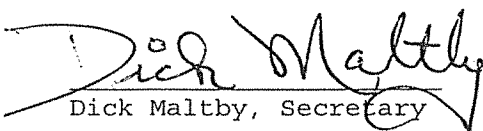
e) AFE for \$4180.50 to Puget Sound Energy for electrical service for Marina gate.
(4-0)

9. Announcements: The following Board meeting will be held at 7 p.m. in the Clubhouse on the indicated dates:

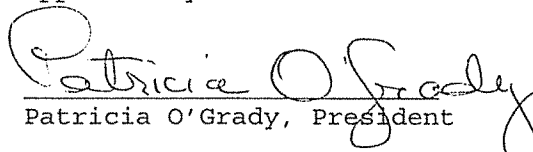
1. Study session February 10, 1998
2. Board meeting February 12, 1998

10. Adjournment: The meeting was adjourned at 7:40 p.m.

Submitted by:


Dick Maltby, Secretary

Approved by:


Patricia O'Grady, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
February 12, 1998

1. Call to order: The regular meeting was called to order at 7:05 p.m.
2. In Attendance: Pat O'Grady, Irma Noel, Fred Evans, Dick Maltby, Norman Jones, Jerry Martin, Harry Dost and Manager George Castaneda.
3. Action on Minutes: Minutes of the January 22, 1998 Board meeting were approved as submitted.
4. Treasurer's Report: Fred Evans reported the following:

| | |
|----------------------|-----------|
| Operational Account: | \$ 89,943 |
| Reserve Account: | \$127,631 |
| Checking Account: | \$ 92,519 |
5. Committee Reports: Reports were received from the following Committees:

The Social Club, the Marina and the Pool. These reports are on file in the Cape George Office.
6. Manager's Report: George Castaneda reported the following:

The site for Well #6 is ready for approval by Jefferson County Environmental Health Department. Once approval is given, the next step is getting the permit from the Department of Ecology to drill and test for water.

Electrical service lines have been installed on Marina Drive to provide power to the Manning residence and for the security gate. Next week we will be placing a concrete pad where the gate is to be mounted.
7. Membership Report: The following are new home and property owners in Cape George: **Marjorie deMuynck** purchased 321 Ridge Drive, **Byron Gerke** purchased 210 Ridge Drive, **Roger and Sharon Solt** purchased 391 Ridge Drive, all in the Village. **Phyllis Ekstrom** purchased Lot 5, Blk. 9, Div. 3 in the Colony.
8. Information: The Manager has arranged for the cleaning of the Clubhouse as requested by the Social Club.

9. Business:

The following motions were made:

- a) That the Community Center be reserved annually, six weeks prior to the Bazaar, and the following Sunday. During this time no outside groups will be allowed to rent the Community Center. (6-0)
- b) That the Cape George salaried staff be given a performance bonus in the amount of \$50.00. (6-0)
- c) That printing of 750 copies of the Cape George Handbook be approved at a cost of \$1,424.28. (6-0)

10. Announcements: The following Board meeting will be held at 7 p.m. in the Clubhouse on the indicated dates:

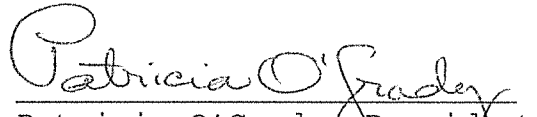
- 1. Study session March 10, 1998
- 2. Board meeting March 12, 1998

11. Adjournment: The meeting was adjourned at 7:30 p.m.

Submitted by:


Dick Maltby, Secretary

Approved by:


Patricia O'Grady, President

CAPE GEORGE COLONY CLUB
VARIANCE HEARING

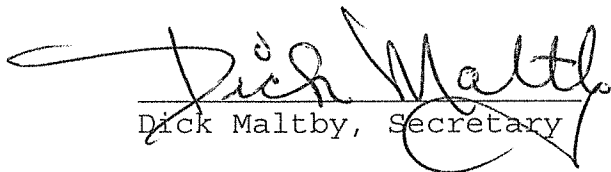
February 12, 1998

1. Call to order: The regular meeting was called to order at 6:31 p.m.
2. In Attendance: Pat O'Grady, Irma Noel, Fred Evans, Dick Maltby, Norman Jones, Jerry Martin, Harry Dost and Manager George Castaneda.
3. In reference to: Lot #3, Block #8, Division #3 -Colony

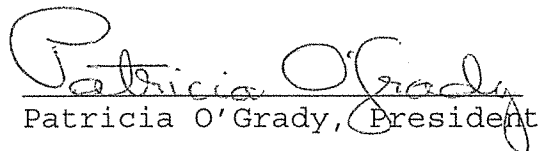
Mary Ann Besel presented a request for a five foot variance of the twenty five foot street set back. After discussion the Board disapproved this request due to an approval would violate the Cape George Covenants.

4. Adjournment: The meeting was adjourned at 6:50 PM.

Submitted by:


Dick Maltby, Secretary

Approved by:


Patricia O'Grady, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING

February 12, 1998

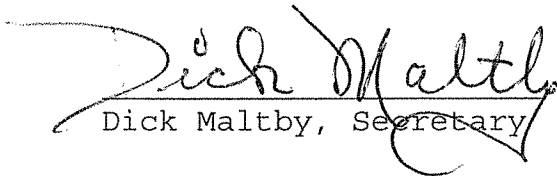
1. Call to order: The regular meeting was called to order at 7:35 p.m.

2. In Attendance: Pat O'Grady, Irma Noel, Fred Evans, Dick Maltby, Norman Jones, Jerry Martin, Harry Dost and Manager George Castaneda.

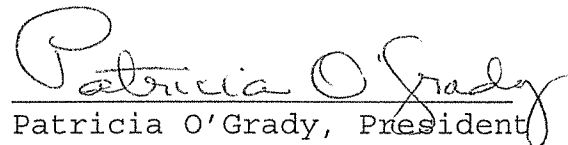
The meeting was moved into closed executive session to discuss legal matters.

The meeting was adjourned at 8:35 p.m.

Submitted by:


Dick Maltby, Secretary

Approved by:


Patricia O'Grady, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
March 12, 1998

1. Call to order: The regular meeting was called to order at 7:00p.m.
2. In Attendance: Irma Noel, Fred Evans, Dick Maltby, Norman Jones, Jerry Martin, Harry Dost and Manager George Castaneda. Vice President Noel conducted the meeting due to the absence of President, Pat O'Grady.
3. Action on Minutes: Minutes of the February 12, 1998 Board meeting were approved as submitted.
4. Treasurer's Report: Fred Evans reported the following:

| | |
|----------------------|---------------|
| Operational Account: | \$ 114,815.56 |
| Reserve Account: | \$189,103.20 |
| Checking Account: | \$ 11,747.33 |

Transferred into reserves the following ending resources from last fiscal year:

| | |
|---------------------|-------------|
| Marina: | \$9,094.30 |
| General Operations: | \$31,462.25 |
| Pool: | \$4,241.85 |
| Water Operations: | \$5,662.25 |

Interest earned while these funds were in the operational account was also transferred.
5. Committee Reports: Reports were received from the following Committees:
The Social Club, the Marina, the Pool and the Environmental. These reports are on file in the Cape George Office.
6. Manager's Report: George Castaneda reported the following:
We have received the temporary permit from the State Dept. of Ecology and the County Environmental Health Dept. has approved the site for Well No. 6. We are now working on the "Request for Proposals" to submit to drilling firms. At this point everything seems to be moving rather well concerning Well No. 6. The washout at the end of Huckleberry Place has been filled. Three man rocks were placed at the bottom of the slope fronting Colman Park to stabilize the bank. Fill from the Marina dredging was brought in to lessen the contour of the slope. All of the dredging material from the Marina has been used. The county will be doing repair work along the ditches of Cape George Road within the next week or so. We have arranged with the County to drop off some of that material at the entrance of Cape George Colony. We can use that good soil at Huckleberry, Marine View and at Colman Park for landscaping. Straits electric will be

here Monday to install the meter for the Security Gate and OMS should have the gate operational before the end of the month. Last Friday we pressure washed the swimming pool bathrooms and the floor mats. We were pleased to find out that the pressure washer will remove most of the floor paint. The purpose was to find out if we had to sand blast to remove the paint for the bathroom floors, since the pool and bathrooms are scheduled to be painted in June. The first budget workshop is scheduled for Tuesday, March 17th at 7:00PM at the Clubhouse.

7. Membership Report: The following are new home owners in Cape George: Harry and Alice Takata purchased and moved in to 112 Colman Drive, Cape George Colony.

8. Information:

- a) Budget workshop for the Board has been set at 7:00PM, Tuesday March 17, 1998.
- b) The Board has replied in writing to the letters from Mary Anne Besel and Donald Barr. Copy is on file at the Cape George Office.

9. Member Participation: Amy Brandon wishes to thank Chuck Berger of the Environmental Committee for his service as chairman.

10. Business:

The following motions were made:

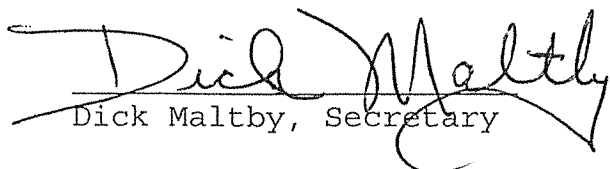
- a) AFE for the Cape George Handbook- \$1424.28. (5-0)
- b) AFE for the Security Gate- \$4,000.00. (5-0)
- c) That we transfer money from the Operational Account to Reserves as payback for funds borrowed last year to repair Center roof. \$5,278.42 to General Operations, \$7,349.44 to Bldgs and Grounds. (5-0)

11. Announcements: The following Board meeting will be held at 7 p.m. in the Clubhouse on the indicated dates:

- 1. Study session April 14, 1998
- 2. Board meeting April 16, 1998

12. Adjournment: The meeting was adjourned at 7:30 p.m.

Submitted by:


Dick Maltby, Secretary

Approved by:


Irma Noel, Vice President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
April 16, 1998

1. Call to order: The regular meeting was called to order at 7:02 p.m.
2. In Attendance: Pat O'Grady, Irma Noel, Fred Evans, Dick Maltby, Norman Jones, Harry Dost and Manager George Castaneda. Trustee Jerry Martin was absent.
3. Action on Minutes: Minutes of the March 12, 1998 Board meeting were approved as submitted.
4. Treasurer's Report: Fred Evans reported the following Quarterly Report - January 1, 1998 through March 31, 1998:

| | |
|---------------------------------|--------------|
| Checking Account: | \$ 8,994.50 |
| Operational Account: | |
| Includes Donations/Fundraising- | |
| Marina, Pool, Environmental | |
| and General. | |
| | \$100,188.84 |
| Reserve Account: | \$202,828.27 |
| Includes designated funds: | |
| Roads- | \$ -0- |
| Water Growth- | \$ 41,679.76 |
| Water Operations- | \$ 44,166.11 |
| Marina- | \$ 28,930.67 |
| Pool- | \$ 8,991.33 |
| Equipment- | \$ 6,009.56 |
| Bldg. & Grounds- | \$ 7,566.68 |
| Undesignated Fund: | |
| General Operations- | \$ 65,484.16 |

All funds are adequately funded from a dedicated revenue source except the pool which requires subsidy from the general fund and roads, equipment, bldg. & grounds which rely on revenue entirely from the general fund and these three funds are inadequately funded to handle emergencies or normal replacements.

5. Committee Reports: Reports were received from the following Committees:
The Marina, and the Environmental. These reports are on file in the Cape George Office.

6. Manager's Report: George Castaneda reported the following:

"Requests for Proposals" for Well #6 have been mailed to six drilling contractors. All bids have to be submitted by 1:00 P.M., May 4, 1998. The bids will be opened at 1:30 P.M. that same day at the office. All bids will be analyzed for completeness and the best bid, in the opinion of the Board of Trustees will be selected. The sides of the roads throughout the Club have been sprayed to kill the weeds and to prevent road damage. I know that there are members that do not want the Club to use any spray at all. I don't know of any other way to effectively control the weeds and the roads have to be maintained. We use Round-up, a herbicide that is non-toxic to humans or animals unless ingested in large amounts and then it would make you sick. Unless I am instructed otherwise by the Board, we will continue the use of Round-Up. Mac is reading water meters again for the 2nd quarter usage by our members. This information will be used in establishing the water conservation pricing program. Next week the staff will start mowing vacant lots. Once that project is completed, we will start work on the Marina Waterline. I want to assure everyone that the tree at the top of Marina Dr. will not be harmed. I have received a number of calls about some of our members speeding and not obeying the twenty mile speed limit in the Club or not stopping at stop signs. It's true, I see it all the time. To those people I ask, please slow down before you get hurt or worse, hurt someone else.

7. Membership Report: The following are new home owners in Cape George:

~~Edward~~ Richard and Karole Evans of Renton, WA. purchased 50 So. Palmer Dr. in the Colony.

Patricia Madara is building a new home at 195 San Juan Dr. in the Colony.

~~Robert~~ Richard Myles purchased 41 Sequim Place, in the Colony.

Cliff Walstrand of Ellensburg purchased 180 Ridge Dr., in the Village.

8. Member Participation: Jim Pickrell of 230 Ridge Dr. has requested use of the Cape George Community Center the last week of April so that the Washington State Dept. of Fish and Game can explain the new regulations to the members of Cape George and invited guests from the Discovery Bay area. After discussion an approval vote of 4-1. A roll call vote was requested- voting for approval, Noel, Dost, Maltby and Jones. Against approval Evans.

9. Business:

The following motions were made:

a) Lot 17, Div. 3 Blk. 5 of the Colony was declared surplus and available for sale at market value. The conditions of sale being that the surplus water tank be removed. approved (5-0)

b) AFE for 60" rotary mower, cost \$798.46. approved (5-0)

c) Sale of used 286 computer for \$200.00. approved (5-0)

d) Purchase water pipe for Marina Drive at a cost of \$7,489.71. The funds to be taken from water growth are \$1,500.00 and \$5,989.71 from Water Maintenance. approved (5-0)

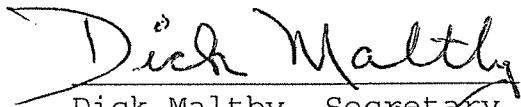
e) Bus service by Jefferson County Transit for Cape George Rd. will be on their agenda later this summer.

10. Announcements:

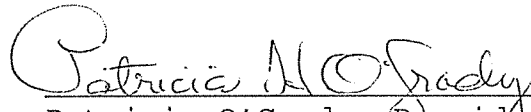
1. Budget Meeting: May 1, 1998 1:30 P.M.- Office Conference Room
2. Study Session: May 12, 1998 7:00 P.M.- Community Center
3. Board Meeting: May 14, 1998 7:00 P.M.- Community Center

11. Adjournment: The meeting was adjourned at 8:15 p.m.

Submitted by:


Dick Maltby, Secretary

Approved by:


Patricia O'Grady, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
Closed Session

April 16, 1998

1. Call to order: The meeting was called to order at 8:18 p.m.

2. In Attendance: Pat O'Grady, Irma Noel, Fred Evans, Dick Maltby, Norman Jones, Harry Dost and Manager George Castaneda. Jerry Martin was absent.

The meeting was moved into closed executive session for discussion of Mr. Frans J. Sundbom's delinquent assessments.

After Board discussion, motion on proposed action were outlined, approved and passed.

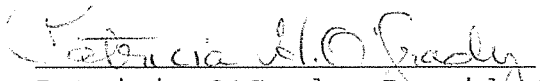
1. The Board approved: That Club Manager contact Mr. Sundbom and advise that the charges will not be waived but a payment schedule could be worked out to mutual agreement. approved (5-0)

The meeting was adjourned at 8:45 p.m.

Submitted by:

Approved by:

Dick Maltby, Secretary



Patricia O'Grady, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
Variance Hearing

April 16, 1998

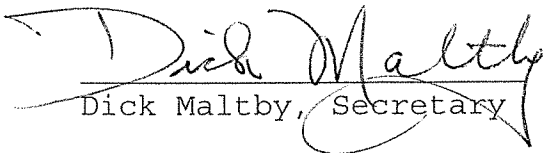
1. Call to order: The meeting was called to order at 6:45 p.m.
2. In Attendance: Pat O'Grady, Irma Noel, Fred Evans, Dick Maltby, Norman Jones, Harry Dost and Manager George Castaneda. Jerry Martin was absent.
3. In Reference to : Lot 11, Block 5, Division 3, Cape George Colony, North Rhododendron Drive.

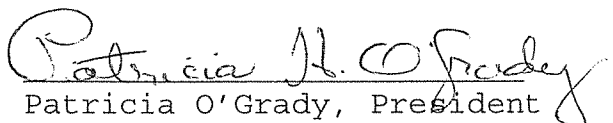
The requested variance was for 7' above the restriction of 17' to build a 24' residence. Lot owner Linda Brandon or purchaser Charles Boulay were not present at the hearing. After discussion, the Board disapproved this request by a vote of 5-0.

The meeting was adjourned at 7:01 p.m.

Submitted by:

Approved by:


Dick Maltby, Secretary


Patricia O'Grady, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
May 14, 1998

1. Call to order: The regular meeting was called to order at 7:01 p.m.
2. In Attendance: Pat O'Grady, Irma Noel, Fred Evans, Dick Maltby, Norman Jones, Jerry Martin and Manager George Castaneda. Trustee Harry Dost was absent.
3. Action on Minutes: Minutes of the April 16, 1998 Board meeting were approved as submitted.
4. Treasurer's Report: Fred Evans reported the following:

| | |
|----------------------|---------------|
| Checking Account: | \$ 18,798.59 |
| Operational Account: | 100,601.80 |
| Reserve Account: | \$ 203,664.28 |
5. Committee Reports: Reports were received from the following Committees:

The Marina, and the Environmental, Water and Social Club. These reports are on file in the Cape George Office. Oral reports were received from the following:

 1. The Nominating Committee report from Otto Sandberg stated that there are five candidates for the July Board election.
 2. The Pool Committee reported that the pool will be painted in June.
6. Manager's Report: George Castaneda reported the following:

Most of the vacant lots have been mowed throughout the Club and weather permitting we should be able to finish next week. The next project will be installing a curtain drain along side the trail that leads down to the ravine from Marine View Drive. Water is leaching down from the vacant lots on Marine View and washing out the trail. Once the pipe is installed, the washed-out steps can be rebuilt. The pipe has been delivered for the 6" water line that will replace the 2" galvanized pipe currently in use that leads to the Clubhouse area. I hope to start on that project within the next two weeks. We received four bids on our Request for Proposals for drilling and installing Well No. 6. The bids were reviewed by myself and the Water Committee and we are recommending that the bid be awarded to Gresham Well Drilling. Gresham submitted the low bid of \$20,476.18, however all the bids were very close. Have you noticed the grass growing at the entrance to the Club? Mac did a great job and it does make the entrance more attractive. The Environmental Committee will also be doing some landscaping there and at the Village entrances to beautify the area. Have you been down to the beach area

lately? If you go, be careful where you step, there is dog poop all around the picnic area. It's not sanitary, people eat there and kids play there. Pet owners need to pick up after their dogs. So please take your pooper scooper with you when you walk your dog on the beach or anywhere in the Club.

7. Member Participation:

a) Dale Huselton, Cape George Harbormaster has requested the beach gate access be opened at 5 a.m. for the fishing season and that the old beach gate be considered for installation on the road parallel to the boat basin.

b) Esther Fortney requested a closer check of untagged vehicles on week-ends.

8. Business:

The following motions were made:

a) Marina fees were approved (see attached). approved (5-0)

b) Correspondence procedure. approved (5-0)

c) Budget preparation procedure was changed from July 15 to April 15. approved (5-0)

d) Marina Rules and Regulations paragraphs 11 & 16 were amended see attached. approved (5-0)

e) Marina electric Shore power AFE \$8,489.57. approved (5-0)

f) Marina shop electrical wiring AFE \$5,863.00. approved (5-0)

g) Fireworks:

Motion- That use of fireworks is prohibited on any Cape George Colony Club Community owned properties including roads, right of way and beaches. approved (5-0)

h) Gresham Well Drilling Well granted the bid for Drilling Well #6 at \$20,476.18. approved (5-0)

9. Announcements: The Following will be held at the Cape George Community Center:

1. Fire Chief Kier will give presentation on home accidents on Thursday June 18 at 6:30 p.m. at the Cape George Community Center.

2. Study Session: June 9, 1998 7:00 P.M.

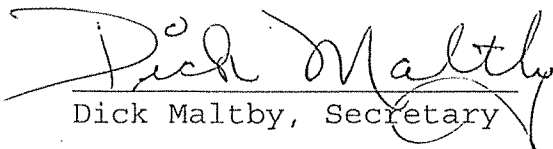
3. Board Meeting: June 11, 1998 7:00 P.M.

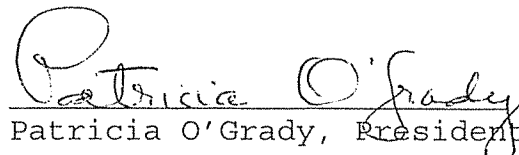
4. Budget meeting will be held at the office upstairs conference room on Tuesday May 19, 1998 at 1:00 P.M.

10. Adjournment: The meeting was adjourned at 8:05 p.m.

Submitted by:

Approved by:


Dick Maltby, Secretary


Patricia O'Grady, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
Variance Hearing

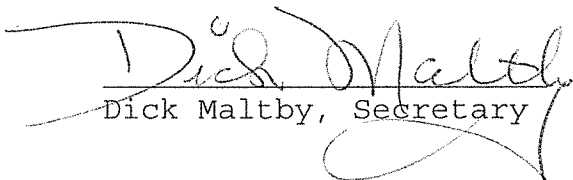
May 14, 1998

1. Call to order: The meeting was called to order at 6:45 p.m.
2. In Attendance: Pat O'Grady, Irma Noel, Fred Evans, Dick Maltby, Norman Jones, Jerry Martin and Manager George Castaneda. Harry Dost was absent.
3. In Reference to : Lot 30, Block 10, Division 4, Cape George Colony, 43 Queets Place.

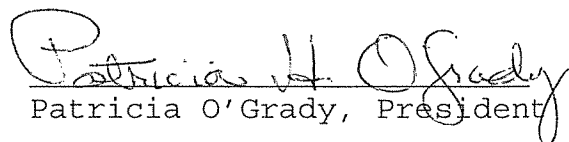
the request of lot owner Ben Fellows was for a 2' variance to the 17' height restriction to maximize the view. After discussion, the Board disapproved this request by a vote of 5 to 0.

The meeting was adjourned at 6:58 p.m.

Submitted by:


Dick Maltby, Secretary

Approved by:


Patricia O'Grady, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
June 11, 1998

1. Call to order: The regular meeting was called to order at 7:00 p.m.
2. In Attendance: Pat O'Grady, Fred Evans, Dick Maltby, Norman Jones, Jerry Martin and Manager George Castaneda. Trustees Harry Dost and Irma Noel were absent.
3. Action on Minutes: Minutes of the May 14, 1998 Board meeting were approved as submitted.
4. Treasurer's Report: Fred Evans reported the following:

| | |
|----------------------|---------------|
| Checking Account: | \$ 16,206.75 |
| Operational Account: | 101,028.56 |
| Reserve Account: | \$ 210,143.85 |
5. Committee Reports: Reports were received from the following Committees: The Marina, Environmental and Social Club. The pool and Water will be covered in the Manager's report. These reports are on file in the Cape George Office.
6. Manager's Report: George Castaneda reported the following: Work is progressing on Well #6, Gresham Well Drilling has drilled to the 300 foot level and are now in the process of removing the casing used in the drilling. The next step will be installing the screens, then the pump and motor. We will be asking the members to conserve water for a twenty four hour period while the new well is being tested. We will give plenty of warning before that happens. Well #4 has stopped pumping and the pump and motor have been pulled and it appears the motor burned out. Fortunately the motor is still under warranty. We have a spare motor that we have installed and Well #4 will be operational in a couple of days.

A curtain drain has been installed along the trail that leads down from Marine View Drive to the ravine to collect the water that was running down from the vacant lots and washing away the trail. This coming week we will start laying the six inch pipe along Marina Drive down to the Club house area. This line will replace the two inch galvanized pipe currently in service. I have gotten a large number of calls and several letters from our members supporting the idea of tennis courts in the Club, built with donations and volunteers. I have not received one negative call yet. So at this time I am asking the Board to consider authorizing a Tennis Court Committee and put them in charge of the project. We have been exploring the idea of developing a park in the Village, something larger than the Cedar St. park area. I have been in contact with one member who has a lot that does not perk and is considered non-buildable that has

been on the market for some time now. There are other lots in the Village with the same problem and I will be contacting those owners to see if they would be willing to sell their lot at a reasonable price or donate it to the Club (and possibly use it as a tax write off). The Tostenson case has been settled. The Club received a judgment of \$1,559.10 and \$36,813.31 in costs, interest and attorney fees for a total amount of \$38,372.41. Of that amount \$14,824.10 went to Chubb Insurance for their role in the collection of these moneys. The Wilson case is still pending.

7. Membership Report: The following are new home and property owners in Cape George: Chris and Trudy Adams of Chimacum purchased Lots 48, 60 and 61, Div. 4 Cape George Village, Philip Allan purchased 30 Maple Drive, in the Village, Larry and Allan R. Gourlie purchased 31 Marine View Place, in the Village, Landis and Karin Morgan purchased 121 Victoria Loop, in the Colony, Ree Osborne of Boise, Idaho, purchased Lot 4 Div. 3, in the Village, Barbara Ranson purchased 64 Pine Drive, in the Village, Adele U'Ren, 90 Pine Drive, the Village, Sue Whiddon of Seattle purchased Lot 14, Blk. 14, Div. 7 in the Colony and Margery Wilder, of Port Townsend purchased 22 Dungeness Place in the Colony.

8. Business:

a) **Motion:** That the remaining part of Lot 17, Division 3 in the Colony be transferred to ownership of Mr. George Castaneda on condition he removes the unused water tank No. 3 by Sept. 1, 1998 and pays half assessments and dues in the future on the property. **approved 4-0**

b) **Motion:** That the transfer of \$6,000 from the Operational Account to the Designated Road Reserve Fund. **approved 4-0**

c) A survey of the Barn showed it to be sound and worth repairing as needed.

d) **Motion:** To authorize the Marina to build a storage yard, 15' by 16' next to the old Club house, costs to come from Marina funds. **approved 4-0.**

e) **Motion:** To install a fire hydrant at the bottom end of the new 6" water line on Marine Dr. **approved 4-0**

f) **Motion:** Electrical service to barbecue shelter. Funds to come from Social Club. **approved 4-0**

g) **AFE:** \$4,000 to dredge the Marina entrance. **approved 4-0**

h) Proposed revision to Reserve Fund regulation FN07. The revision to be explained at July 18, 1998 general meeting.

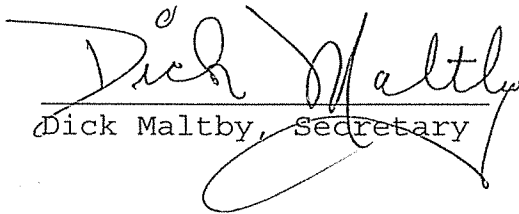
9. Candidates for the July 1998 election were introduced and gave a resume of their qualification. Present were Carl Drow, Joyce Skoien and John Ryan, candidate Ervin Fortney was not present.

9. Announcements: The Following will be held at the Cape George Community Center:

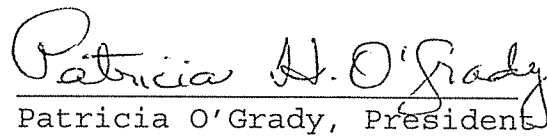
1. Study Session: July 14, 1998 7:00 P.M.
2. Board Meeting: July 16, 1998 7:00 P.M.
3. The annual membership meeting: July 18, 1998 2 P.M.

10. Adjournment: The meeting was adjourned at 7:40 p.m.

Submitted by:


Dick Maltby, Secretary

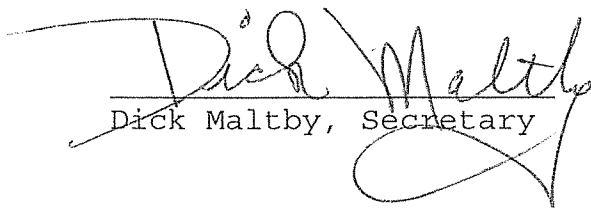
Approved by:


Patricia O'Grady, President

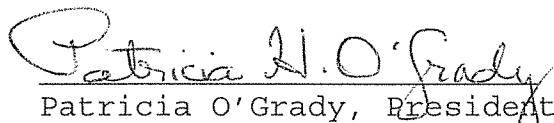
CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
Water Rate Reduction Hearing
June 11, 1998

1. Call to order: The meeting was called to order at 6:35 p.m.
2. In Attendance: Pat O'Grady, Fred Evans, Dick Maltby, Norman Jones, Jerry Martin and Manager George Castaneda. Trustees Harry Dost, and Irma Noel were absent.
3. Discussion: The Board is proposing that the present water rate of \$14.00 a month be reduced to \$11.00 a month effective October 1, 1998.
4. Membership Participation: The following members expressed an opinion regarding the reduction- Carl Drow, Ed Skowyra and Jim Pickrell.
5. Adjournment: The meeting was adjourned at 6:59 p.m.

Submitted by:


Dick Maltby, Secretary

Approved by:


Patricia O'Grady, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
July 16, 1998

1. Call to order: The regular meeting was called to order at 7:00 p.m.
2. In Attendance: Pat O'Grady, Fred Evans, Dick Maltby, Norman Jones, Jerry Martin and Manager George Castaneda. Trustees Harry Dost and Irma Noel were absent.
3. Action on Minutes: Minutes of the June 18, 1998 Board meeting were approved as submitted.
4. Treasurer's Report: Fred Evans reported the following:

| | |
|----------------------|---------------|
| Checking Account: | \$ 10,347.30 |
| Operational Account: | 94,238.60 |
| Reserve Account: | \$ 211,009.26 |
5. Committee Reports: Reports will be given at the Annual Meeting on Saturday July 18, 1998 at 2 P.M.
6. Membership Report: James and Jacquelin DeMoss purchased 240 Dennis Blvd, Village, Frances Herridge, 300 Dennis, Village and Donald and Marilyn Rogers (Prout Family Trust) purchased 61 S. Palmer, Colony.
7. Manager's Report: George Castaneda reported the following: Work continues at Well No. 6, the screens have been installed and tested, the pump and motor will be installed sometime next week. We will be asking everyone to conserve water while the new well is being tested. The second mowing of vacant lots is almost completed. We will be reading water meters next week for the third quarter. A new cardlock has been installed at the pool entrance and the old one is being repaired. Quite often the pool door has been propped open with a rock or chair. Propping the door open affects the system electronics and can ruin the \$650.00 lock. I am asking all pool users for their cooperation in keeping the door shut at all times. In the last few weeks some of our members using the picnic area have left a mess behind. Beer cans, soda cans, watermelon rinds and paper plates on the ground. Jim Pickrell has had to rebuild the salmon BBQ grill twice because the concrete blocks were removed and thrown on the beach. A section of the new BBQ grill has been broken. It's really hard for me to believe that our members are doing this to their own property. In the last two weeks three vehicles that did not have decals or visitor passes were towed away.

8. Business:

a) **Motion:** Due to serious and dangerous use of fireworks in violation of regulation CP16, the following actions are approved-

1. Add large "No Fireworks" signs on top of the three beach signs.
2. Add \$100 fine for violation of the regulation.
3. Authorize hiring of uniformed security guards to patrol beaches and check incoming vehicles at Colony entrance for proper identification and authorized entry from 6 P.M. on July 4th. **approved 4-0**

b) **Motion:** That the President appoint a select Committee for the sole purpose of locating and constructing a tennis court. **approved 4-0**

c) **Motion:** Give the Employees a 2.2% raise. In line with Federal cost of living adjustment effective Oct. 1, 1998. **approved 4-0**

d) **AFE:** For Pool card lock repair in the amount of \$1,366.57. **approved 4-0**

e) **Motion:** That the Board adopt the Budget for the next fiscal year beginning October 1, 1998 and submit it to the members for ratification no later than the 26, August for ratification Sept. 10, 1998. **approved 4-0**

9. Other Business:

1. The Board approved the changing of the locks on the Community Center door.

2. The Fire District is requesting Cape George participate in the purchase of a Defribillator for the Fire Dept. emergency unit. No action was taken at this time.

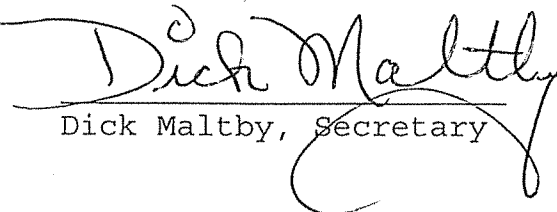
10. Announcements:

1. Mr. Glenn Baker of Glendon BioFilter Technologies gave information about a new type of septic system. Pamphlets are available at the office.

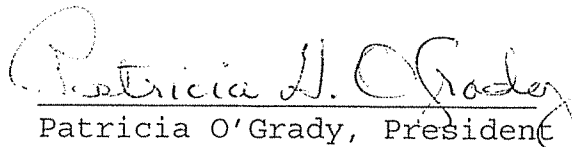
2. Annual meeting on July 18, 1998 at 2 P.M. Next Study and Board meeting to be announced by new Board Chairpersons.

11. Adjournment: The meeting was adjourned at 7:45 p.m.

Submitted by:


Dick Maltby, Secretary

Approved by:


Patricia O'Grady, President

CAPE GEORGE COLONY CLUB
NEW BOARD OF TRUSTEES
July 18, 1998

1. Call to order: The New Board of Trustee meeting was called to order at 3:06 p.m.

New Officers were elected as follows:

| | |
|-----------------|----------------|
| Irma Noel - | President |
| Carl Drow - | Vice-president |
| Fred Evans - | Treasurer |
| Joyce Skoien - | Secretary |
| Ervin Fortney - | Trustee |
| Norman Jones - | Trustee |
| Dick Maltby - | Trustee |

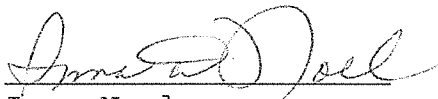
2. Business:

a) AFE in the amount of \$177.18 for a toilet in the ladies pool dressing room was approved for payment to Fred Evans.

3. Announcements: The following will be held at Cape George Community Center:

- a) Study Session August 11, 1998 7 P.M.
- b) Board Meeting August 13, 1998 7 P.M.

4. Adjournment: The meeting was adjourned at 3:15 P.M.



Irma Noel
President, Board of Trustees

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
13 August 1998

1. **Call to order:** The regular meeting was called to order at 7:05 p.m.
2. **In Attendance:** Carl Drow, Joyce Skoien, Dick Maltby, Norman Jones, Ervin Fortney, and Manager George Castaneda. Trustees Irma Noel and Fred Evans were absent.
3. **Action on Minutes:** Minutes of the 16 July 1998 Board meeting and the 18 July 1998 Annual Membership meeting were approved as submitted.
4. **Treasurer's Report:** Joyce Skoien reported for Fred Evans the following:

| | |
|----------------------|---------------|
| Checking Account: | \$ 6,247.32 |
| Operational Account: | 88,624.29 |
| Reserve Account: | \$ 217,920.90 |

5. **Budget Approval:** The Election Committee chairwoman reported the following results: 173 ballots received - four ballots not counted due to information missing. The remaining 169 votes were counted -- 167 for approval with 2 disapprovals. The 1998/99 budget stands ratified as presented.

6. **Committee Reports:** Environmental: Residents are pleased that the Cedar street strip and the Colman Park areas are being kept mowed this summer. The garbage can at Colman Park has been removed due to home garbage being dumped into it. Discussions are on-going on landscaping our entry ways. Asked permission to have the marina guys build a surround for a water hose hookup at the Village north entrance. Bob Holtz, an expert on land slides and soil slippage, has walked the ravine with Jim Tough and has given us ideas on how to improve it; these improvements are beyond the capabilities of the environmental committee and will require action from the Board. There will be a Cape George road pick-up in September. Marina: Currently working on putting water and electric lines to the covered picnic area. The ramp at the south end of the boat basin has been temporarily repaired; working on replacing it with a new metal one if we can get it within budget. Dredging has gone well with our dredging barge; the channel is in very good condition as long as you do not try to go out on a minus tide. The marina is 99% full - we have only three vacant slips and a waiting list for slips with power. We have some slips for very small boats that will be rented out at half the cost of a regular slip. Social: Final figures for the salmon barbecue held on July 19 - income of \$3,052.50 less

expenses of \$1,759.00 for a net profit of \$1,293.50. Pool: Due to an incident in the toddler's pool, the committee recommends a regulation be immediately implemented that requires waterproof swimwear with elastic waist and leg bands for non-toilet trained children. Committee also refused a request to use the pool to practice kayak survival tactics. Additional pool area rehabilitation projects will be submitted to the Manager shortly. Membership: Susan Lund of Kirkland, WA, purchased 139 Cape George Dr in the Colony from Terry and Kristi Steben. Tom and Gail Wilson purchased 371 Ridge Drive in the Village from Allan Kotin.

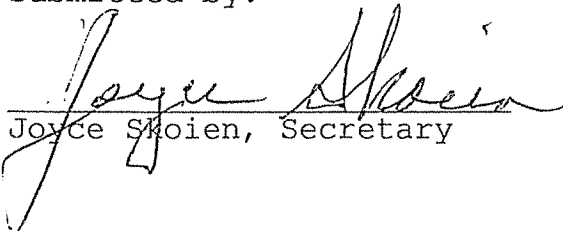
7. Manager's Report: George Castaneda reported the following: Well No. 6 will be tested August 19th for a 24-hour period. While testing, no water can be pumped from out other two wells. All members need to conserve water as much as possible on that day to insure water will be available during the test period. Second mowing of vacant lots have been completed and will continue to mow common areas. Mac has started spraying the roads. We now have recycling bins located behind the mail boxes. Please deposit only those items indicated or we will loose them. The Cape George entrance signs are not bulletin boards - please do not tack notices on them.

8. Business: Liaisons: Maltby moved to approve new committee liaison assignments (approved 4-0) - see attachment A. Each liaison to meet with their committees to determine viability, charters, members, and chairpersons. Hose Surround: Malby moved to approve the construction of the requested hose surround and hose reel by the marina people; funds to be supplied by the environmental committee (approved 4-0). Water Line: Skoien moved to approve the installation of a water line to the picnic shelter (approved 4-0). Will be installed along with the electric line that has been previously approved. Pool: Skoien moved to approve a new pool regulation regarding non-toilet-trained children (approved 4-0) - see attachment B.

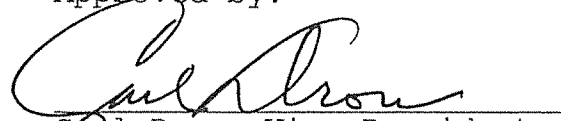
9. Announcement: Next study session on 8 Sept 1998 at 7:00 p.m. Next board meeting on 10 Sept 1998 at 7:00 p.m.

10. Adjournment: Maltby moved to adjourn at 7:50 p.m.

Submitted by:


Joyce Skoien, Secretary

Approved by:


Carl Drow, Vice President

Attachment A

COMMITTEES OF THE BOARD

| <i>COMMITTEE</i> | <i>CHAIR</i> | <i>LIAISON</i> |
|-------------------------|--|-----------------------|
| Building | | Drow |
| Election | Esther Fortney | Skoien |
| Environmental | Rotating | Jones |
| Finance | Cliff Prout | Evans |
| Long Range Planning | | Drow |
| Marina | Arvin Wylie Dale Huselton (Harbor Master) | Maltby |
| Membership/Welcome | | Skoien |
| Memorial | Margaret Parcher | Noel |
| Newsletter | Sue Marett | Noel |
| Roads | | Fortney |
| Social Club | Doris Seeley | Noel |
| Swimming Pool | Doris Hamby | Evans |
| Tennis Courts | Pat O'Grady | Skoien |
| Water Advisory | Ed Skowra | Maltby |

Attachment B

Swimming Pool Regulation

EFFECTIVE IMMEDIATELY,
CHILDREN WHO ARE NOT TOILET TRAINED
MUST WEAR A WATERPROOF SWIMMING SUIT WITH
ELASTIC WAIST AND LEG BANDS.
NO DIAPERS ARE ALLOWED.

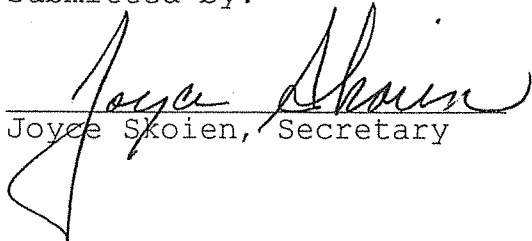
FAILURE TO COMPLY WITH THIS REQUIREMENT
WILL RESULT IN LOSS OF POOL PRIVILEGES
AND RESPONSIBILITY FOR EXPENSES INCURRED
WHILE THE POOL IS CLOSED FOR CLEANING.

By Order to the Board of Trustees
August 13, 1998

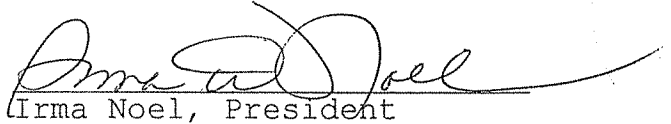
CAPE GEORGE COLONY CLUB
SPECIAL BOARD OF TRUSTEES MEETING
21 August 1998

1. **Call to order:** The special meeting was called to order at 4:00 p.m.
2. **In Attendance:**, Irma Noel, Joyce Skoien, Dick Maltby, Norman Jones, Ervin Fortney, and attorney Tom Jackson. Trustees Carl Drow and Fred Evans were absent.
3. **Business:** Action on Sundbom's letter. President called for an Executive session at 4:05 p.m. Board reconvened at 5:05 to vote on issues discussed. Skoien moved/Jones seconded to send Draft 2 of Jackson's letter to Sundbom's attorney --Vote was 2-2 with President breaking tie for disapproval. Then Maltby moved/Fortney seconded to send Draft 1 of Jackson's letter to Sundom's attorney -- Vote was 2-2 with President breaking tie with approval. Mr. Jackson will send Draft 1 immediately.
4. **Adjournment:** Skoien moved to adjourn at 5:10 p.m.

Submitted by:


Joyce Skoien, Secretary

Approved by:


Irma Noel, President

**CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
10 September 1998**

1. **Call to order:** The regular meeting was called to order at 7:00 p.m.
2. **In Attendance:** Irma Noel, Fred Evans, Joyce Skoien, Dick Maltby, Norman Jones, Ervin Fortney, and Manager George Castaneda. Trustee Carl Drow was absent.
3. **Action on Minutes:** Minutes of the 13 August 1998 Regular Board of Trustees meeting and the 21 August 1998 Special Board of Trustees meeting were approved as submitted.
4. **Treasurer's Report:** Fred Evans reported the following: as of 31 August 1998, we have

| | |
|----------------------|---------------|
| Checking Account: | \$ 3,724.00 |
| Operational Account: | 86,074.70 |
| Reserve Account: | \$ 221,775.36 |

5. **Committee Reports:** Building: Scherting accepted chairman position due to resignation of Cherrett. Scherting reported that the Board would be required to make a decision on a complaint received where a member has increased the size of an outbuilding without submitting a request either to the County or the Association. Board will follow up. Variance request denied by Board (see minutes of variance meeting). Plans for a home on Queets Place in the Colony approved. Another home on Queets Place on schedule. Marina: Chairman reported 4-5 days of good dredging over the last month. Had bearing failure on dredge, but is now repaired. Power and water have been run to the picnic area. An aluminum ramp will be delivered in early October to replace the failing south-end ramp. The marina is almost full – we have only three vacant slips and a waiting list for slips with power. A diver has been contacted to recover our mooring buoy anchors so we can install new chains and floats as soon as possible. Membership: Secretary reported four new members – Kevin and Lorri Badten, 31 Vancouver Pl, Colony; Peter and Marianne Basich, lot #2, Div#4, Village; Franklin Hazlehurst and Pamela Bekins, 21 Sequim Pl., Colony; and Patricia Spaeth, lot #1, Blk #9, Div #3. Social: Cost for water/electric extension to picnic area and north side of clubhouse was only \$186.18 due to donations of material and time from the marina committee. Wednesday morning work sessions have begun at the clubhouse for the bazaar. Key people are still needed, especially in Granny's Attic and the bake shop. A program planning meeting will be held Sept 22. Pool: Evans reported the floor mats will be removed from the dressing rooms and the floor covered with a skid-resistant paint. An alarm will be added to the cardlock door and possible alarms will be added to the other doors. Regulations need to be updated and posted.

6. **Manager's Report:** George Castaneda reported the following:
Water samples have been taken from our new well #6 and submitted for testing as

prescribed by the State Dept. of Ecology. Next steps are to get a permanent permit to operate the well, a contractor to do the electrical work, and a shed built around the well. We are ahead of schedule for this particular project. Two trees on Marina drive must be removed in order to install the 6-inch water line to the Manning property and the Marina area. A new wash basin and pedestal have been installed in the Women's pool bathroom. Floor mats will be removed from the bathrooms at the pool and a non-slippery paint installed.

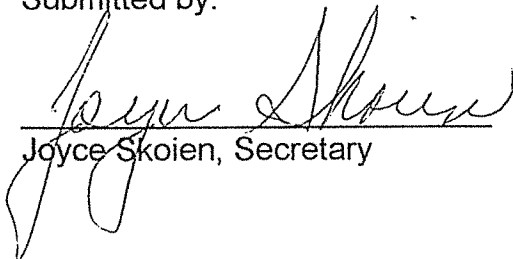
7. Members' Participation: Dale Huselton requested a key to the room containing the electrical panels for the clubhouse to simplify marina committee building projects. Board authorized Manager to assign a key to the Harbormaster.

8. Business: AFE's: Evans moved, passed 5-0, to spend \$2592.00 for an aluminum ramp for the south-end of marina (will be paid from 1998/99 budget). Evans moved, passed 5-0, to authorize Manager to spend up to \$900 to remove the two trees necessary to install water line. Maltby moved, passed 5-0, to approve resolution to transfer funds from Water Growth Reserve to the operating account in the amount of \$26,235.81 to pay Gresham Well Drilling. (See attached resolution.) Manager's Contract: Evans moved, passed 5-0, to approve the Manager's 1998/1999 contract with no increase in salary. Memorial Bench: Evans moved the Board approve the installation of a second bench with a back in Colman Park to be paid for from a \$200 memorial donation. Memorial committee will work out details with the environmental and marina committees. Late Fees: Evans moved, passed 5-0, to adopt a new late fee schedule to be implemented 1 Oct 98. The late fee is \$5 the first month, \$10 the second month, \$15 the third month --repeating each quarter -- not to exceed \$120/year. The late fees will be journaled separate from the association fee to facilitate tracking of accounts. Policy will be reviewed by our attorney.

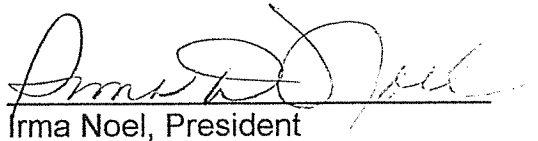
9. Announcement: Next study session on 13 Oct 1998 at 7:00 p.m. Next board meeting on 15 Oct 1998 at 7:00 p.m.

10. Adjournment: Maltby moved to adjourn at 8:05 p.m.

Submitted by:


Joyce Skoien, Secretary

Approved by:


Irma Noel, President

CAPE GEORGE COLONY CLUB

BOARD OF TRUSTEES VARIANCE MEETING

10 September 1998

1. **Call to order:** The variance meeting was called to order at 6:45 p.m.

2. **In Attendance:** Irma Noel, Joyce Skoien, Fred Evans, Dick Maltby, Norman Jones, Ervin Fortney, and Manager George Castaneda. Trustee Carl Drow was absent.

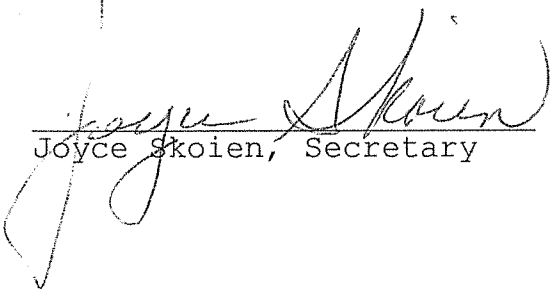
3. **Action on Variance:** Board reviewed variance request from Ms Marilyn Sue Whiddon for a 3-foot height increase to accommodate the design and style of her home (dormer on roof). Home to be located on Lot #14, Block 14 in the Colony.

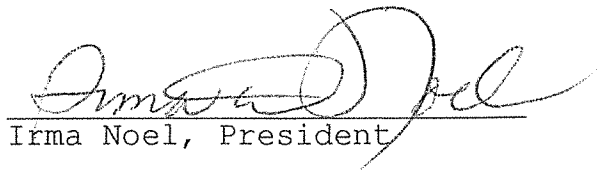
Evans moved/Maltby seconded, unanimously passed (5-0), to **DENY** the variance request due to failure to meet the criteria outlined in Sections 2, 6, and 8 of CP05(96), "Policy for Variances to Cape George Building Guidelines." See attachments for background information.

4. **Adjournment:** Maltby moved to adjourn at 6:55 p.m.

Submitted by:

Approved by:


Joyce Skoien, Secretary


Irma Noel, President

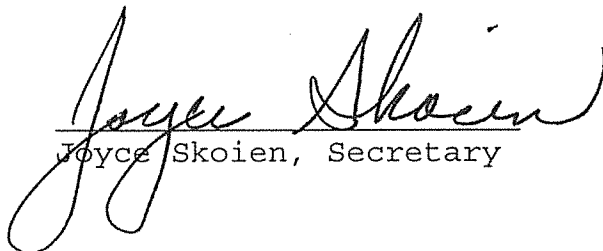
CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES

Special Meeting
September 24, 1998

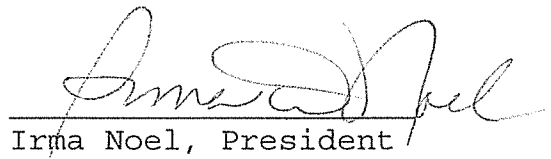
A special meeting was held by telephone canvass of the Board members to discuss a settlement of the Frans Sundbom account. Members contacted by President Noel were Carl Drow, Dick Maltby, Ervin Fortney, and Joyce Skoien. Members Norman Jones and Fred Evans were unavailable. All members agreed to waive the 48-hour notification in order to transmit information to attorney Tom Jackson in a timely manner .

All members canvassed agreed to accept Mr. Sundbom's offer and attorney Jackson was notified by telephone.

Submitted by:


Joyce Skoien, Secretary

Approved by:


Irma Noel, President

**CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
15 October 1998**

1. **Call to order:** The regular meeting was called to order at 7:00 p.m.
2. **In Attendance:** Irma Noel, Carl Drow, Fred Evans, Joyce Skoien, Dick Maltby, Norman Jones, Ervin Fortney, and Manager George Castaneda.
3. **Action on Minutes:** Minutes of the 10 September 1998 Regular Board of Trustees meeting and the 24 September 1998 Special Board of Trustees meeting were approved as submitted.
4. **Treasurer's Report:** Fred Evans was unable to give the report due to just receiving the bank statements. He will print the end of fiscal year report in the Newsletter.
5. **Committee Reports:** Environmental: Brandon reported Barbara Hill has been elected to the committee and has agreed to be the Chairperson. The ravine area is in urgent need of repair due to the possibility of extra heavy rain and snow this coming season. Jim Tough presented to the Board at the Tuesday working session a detailed explanation of the problems and possible actions to be taken. Immediate action needs to be taken to ensure the safety of the road up Colman hill and slide areas in the ravine need attention. The Fire Dept. added bark to the Ridge entrance plantings; a thank you note was sent. The committee decided to bark the Dennis entrance plantings and this has been done. A request from the Memorial Committee for a bench in Colman Park in memory of Paul and Jane Derleth was approved. (Note: the donation was \$50 versus \$200 as stated in last month's minutes.) Global Aqua, the company planning on putting fish pens in Discovery Bay, has gone into receivership and is trying to sell. New owners could reapply for the fish pens, so we all need to watch carefully for any notices regarding this issue and let the committee know. The Colony entrance landscape plans are being carefully developed to achieve a harmonious, deerproof, coastal area planting scheme. Marina: Wylie reported the new ramp for the south end of the marina has arrived and will be installed soon. An unauthorized fire was started on the beach behind the workshop and the person was informed he should have used the burn barrels. Purchased an old 10-in. metal lathe with all gears, attachments and cutting heads that is in excellent condition. Several members are very experienced in operating such a machine, which will help us with future projects. The arrangement of having Mac on the dredge is working out well; this allows us to be covered by State Industrial Insurance. Our current dredging permit has expired; George is helping me get a new permit. The dredge is in good shape, and we found an extra 80 feet of discharge pipe that will allow us to move our spoils farther away from the entrance channel. Building: Scherting reported the committee visited two sites – one for approval of plans to install a double-wide mobile home on Pine Drive in the Village, and another to remove several trees on Queets Place (lot 31) necessary for residence construction. Both requests were found to conform with Club requirements and were approved. Membership: Secretary reported six new members – Anne and Maurice

Alpert, 403 Victoria Loop, Colony; Reinhold Bergstrom, 430 Dennis Blvd., Village; Raymond and Eileen Pierson, 134 Marine View Place, Village; Donna and William Pimpao, lot 16, blk 2, div 1, Colony; Gayle and Donald Thorne, 221 Dennis Blvd., Village; Catherine and Josef Wyandt, 91 Cedar St, Village. Social: Jones reported 67 apple pies have been made, with at least one more session planned. Granny's Attic donations are being accepted on Wednesday mornings, 10:00-12:00 noon. Volunteers for the bazaar are still needed. Bazaar dates are 6-7 Nov., with setup on Wednesday morning and pricing baked products on Thursday afternoon. Call Nancy Jones or Mary Maltby to volunteer. Still time to sign up for the out-luncheon at Mulligan's on Oct 27; costume is optional. Choralettes will begin rehearsals on Oct 23, 1:30 pm, at the Clubhouse. Pool: Evans reported the floor mats have been removed from the dressing rooms and the floor covered with a skid-resistant paint. Two more coats are scheduled, possibly during the closure time for the Bazaar. Experimenting with solutions for excess standing water around the dressing areas during heavy usage. Regulations need to be updated and reviewed by our attorney so they are ready for the annual January pool billing date.

6. Manager's Report: George Castaneda reported he has accepted a proposal from Olympic Tree Service for \$700 to remove the two trees at the top of Marina Drive. The wood will be ours to sell. The trees will be removed early next week and then we can start laying pipe for the 6-in. waterline to the marina. The pool bathrooms have been painted, but will receive two more coats while the pool is closed for the Bazaar. We should be getting the results of our water tests on our new well any day. Requests for proposals will be mailed to at least six electrical contractors for the new well. Alarms have been installed on two pool doors; the third one will be completed tomorrow. Keys to shut off the alarm have been given to all Board members in case Mac or I are not available.

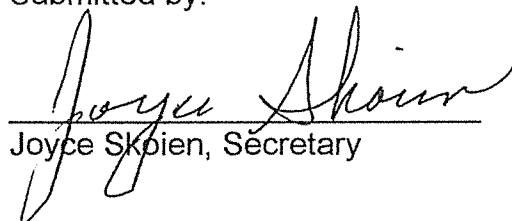
7. Business: Late Fees – Evans moved (passed 6-0) to accept the new late fee schedule for association dues (copy attached). Committees -- Drow moved (passed 6-0) to approve the new committee appointees: John Ryan and Ben Fellows to the Water Advisory; Jim Pickrell (chairperson), Jack Scherting, and Carol Maynard (with Irma Noel as Liaison) to the Building Guidelines; Carl Hill and Barbara Hill (chairperson) to the Environmental. Ravine – Evans moved (passed 6-0) to install a 24-in.-wide, 40-ft-long pipe at the bottom of the path coming off Marine View Place at a cost of \$510. Tennis Courts -- Evans moved (passed 6-0) to approve the Tennis Court resolution (copy attached). FIN07 -- Evans moved (passed 4 ayes; two abstains) to approve the adoption of FIN07(98), "Designated and Undesignated Reserves," which establishes and regulates different categories of reserve funds. Underground Powerlines – Skoien moved (passed 6-0) to establish a committee to update information on placing our powerlines underground; committee members are Jim Tough (chairperson), Jim Pickrell, Sherry Smith, and Bob Skoien; committee to report back at the Nov 10 work session. Colman Road -- Maltby moved (passed 6-0) to have our Manager implement the plans to stabilize the toe of Colman Road; \$20,000 have been allocated for this project. Outdoor burning: Board decided not to implement a Club policy on outdoor burning, but to abide by Washington State regulations.

9. Information: Wilson Case -- Wilson Case No. 1 has been settled; the State Supreme Court refused to hear the appeal. A local hearing on Nov 13 will be held for disbursement of funds; approximately \$41,000 will be returned to us. Wilson Case No. 2 (homeowner association dues) is still active. Antennas: Issue referred to Building Guidelines committee.

10. Announcement: Special meeting on 10 Nov 1998 at 7:00 p.m. to discuss a park in the Village; encourage all Village members to attend. The study session will follow the special meeting if time permits. Next board meeting on 12 Nov 1998 at 7:00 p.m.

11. Adjournment: Skoien moved to adjourn at 9:25 p.m.

Submitted by:


Joyce Skoien, Secretary

Approved by:


Irma Noel, President

**CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
12 November 1998**

1. **Call to order:** The regular meeting was called to order at 7:00 p.m.
2. **In Attendance:** Irma Noel, Carl Drow, Fred Evans, Joyce Skoien, Dick Maltby, Ervin Fortney, and Manager George Castaneda. Norman Jones was absent.
3. **Action on Minutes:** Minutes of the 16 October 1998 Regular Board of Trustees meeting was approved as submitted.
4. **Treasurer's Report:** Fred Evans reported we have \$ 55,263.44 in checking account, \$ 76,186.78 in operational account, and \$ 200,041.49 in the reserve account. He also plans to do a detailed review of our insurance policies.
5. **Committee Reports:** Building Guidelines: First meeting was held to define the objectives and scope of the committee. The following areas will be examined – format, additions, deletions, and changes. Good reasons for any recommended change must be documented. Meetings will be held every other week on Monday at 9:00 a.m. in the Club office with a final report ready by early spring 1999. Environmental: Many projects are underway – the ravine trail, Colman Park, landscaping for all entrances and the north side of the Clubhouse, monitoring of fish pens. \$200 will be spent on 2-man rocks to prevent erosion on the bank between the road and parking lot at Colman Park; rocks should be in place by the first week in December. Committee reiterates its recommendation to have the entire ravine erosion problem assessed by a professional Engineering firm, with watershed flowage calculations from an unusually strong rainstorm or snowmelt taken into account. An article will be in the Newsletter about tree topping and removal. Marina: Installation of the south end ramp is going slowly due to weather. A new dock cart has been purchased and will be out on the docks soon. No news on our request for a dredging permit. Will need to remove dredge from harbor soon before winter storms set in. All discharge hoses will be put in storage. Mr. And Mrs. Miles has donated a brand new ceremonial U.S. flag which we will save for national holidays. Joyce Skoien repaired our old flag which we will use for now. All boat owners should check their dock lines and fenders as the wind and weather are getting bad. Membership: Secretary reported four new members – Nancy and Robert Farrelly purchased the N. 75 ft of Tract B, Block 12, Div. 5, Colony from Jim Switz; Patricia Ryan purchased Lot 15 & 16, Blk 8, Div 3, Colony from Zane and Kelli Wyll; Ann Simpson purchased Lot 74 & S. ½ of 73, Dev. 4, Village from Richard Coffee; Robert Tuttle purchased 350 S. Palmer, Colony, from Frank Crewe. Social: The Bazaar took in approximately \$7300. A final report will be given in December when all bills and checks for pies are in. The funds will be distributed as follows: 10% toward the Fire Department's Defibrillator, 10% to the Tennis Court fund, and 20% each to the marina, the pool, the environmental and the social committees. Twenty-five ladies enjoyed a Halloween luncheon at Mulligans. The Christmas project to assist families in Jefferson Co. is underway. DSHS has been contacted and we have received the

names of two single parents with a total of 4 children; more information will be in the newsletter. The Holiday Party will be Saturday, December 12. Pool: A new format for the pool regulations is being prepared for approval at the December Pool Committee meeting and the Board of Trustees meeting. Goal is to have them ready for the annual January pool billing date.

6. Manager's Report: George Castaneda reported a break-in in the office sometime late Tuesday night on the 4th or early Wednesday morning the 5th. Access was gained by breaking the glass on the back door. The only thing taken was a telephone, although an attempt was made to take the office computer. A new heavier door and an alarm system will be installed. The 6-inch water line down Marina Drive is completed. The two trees taken down were found to have rotten cores so they would have eventually fallen. All tests on the new well have been completed and the data submitted to the Department of Ecology. Requests for Proposal for the Electrical work needed on the well were mailed to six contractors; only two have responded. We have received 40 feet of 24-inch pipe that will be placed at the bottom of the trail that leads from Marine View Place to the ravine to prevent further erosion. This work will take place next week. I have signed the contract with Herb Armstrong of ADA Engineering for technical services for the Colman Project and we should have a work plan within a short period of time. Mr. Armstrong agrees that we are capable of doing the job ourselves. The Permit Center has requested additional information before approving a new dredging permit.

7. Business: Tennis Courts – Evans moved (passed 5-0) to amend the Tennis Court Resolution to state “That Tennis Committee funds be deposited in the Operational Account No. 51116622 as donations and will earn interest same as the account rate. The Tennis Committee will keep records of donation origins.” Long Range Planning Committee – Drow moved (passed 5-0) to approve appointment of John Cooley, Gary Smith, Donald Lee, and Jack Overway to the committee. FIN07 – Evans moved (passed 5-0) to amend FIN07 under Designated Reserves to read “Interest earned on the following accounts will remain in the fund in which the interest is earned, except in those reserves where an emergency fund is indicated. When emergency funds reach the designated maximum, interest shall revert to the replacement reserve of the same name.” Alleva Fine: Drow moved (passed 5-0) to fine Paul Alleva \$25 for past violation of the building guidelines. A 60-day extension for completing the required improvement is granted. Any subsequent fines due to failure to comply with the building guidelines will be in accordance with the fine schedule. Building Guideline Committee -- Skoien moved (passed 5-0) to approve the submitted charter for the committee (charter attached). Emergency Center -- President submitted a concept for establishing an emergency center at the clubhouse. Drow moved (passed 5-0) to approve the concept, establish a committee (members so far to be Dana Vischer, Linda Cooley, Liz Gibbler, George Castaneda, Irma Noel), and to purchase a generator for the clubhouse out of general funds. Underground Lines -- Board has reviewed the preliminary report from the committee. Evans moved (passed 5-0) to have the committee to continue the investigation. Ravine Trail -- Skoien moved (passed 4-1) to use any excess funds (saved by doing the work in-house) from the improvement project

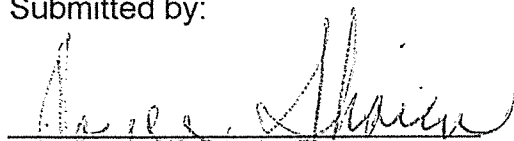
underway at the bottom of the ravine trail to protect Colman Drive to continue work in the ravine as outlined in Evan's report.

9. Information: Park in Village -- The study session on Tuesday, November 10 was dedicated to gathering information on a park within the Village. Due to a lack of interest shown by the membership in attendance, the Board has decided to drop this issue. The membership did request improvements in the Colman Park which the Board will pursue.


10. Announcement: Study session will be on Tuesday, December 8, 7:00 p.m. The regular Board of Trustees meeting will be on Thursday, December 10, 7:00 p.m.

11. Adjournment: Skoien moved to adjourn at 9:10 p.m.

Submitted by:


Joyce Skoien, Secretary

Approved by:


Irma Noel, President

**CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
10 December 1998**

- 1. Call to order:** The regular meeting was called to order at 7:00 p.m.
- 2. In Attendance:** Irma Noel, Carl Drow, Fred Evans, Joyce Skoien, Dick Maltby, Ervin Fortney, Norman Jones and Manager George Castaneda.
- 3. Action on Minutes:** Minutes of the 12 November 1998 Regular Board of Trustees meeting was approved as submitted.
- 4. Treasurer's Report:** Fred Evans reported we have \$12,266.17 in checking account, \$151,501.83 in operational account, and \$200,771.50 in the reserve account. Our annual financial audit by Joseph H. Vandal, CPA, PS, of Snohomish, WA, has been completed and has been distributed to Board members. We will be required to pay \$701 in taxes. Evans presented an analysis of our delinquent accounts receivable. The Board agreed we should be more aggressive in collecting chronic delinquents accounts; these accounts will be turned over to our attorney for prosecution. Evans will be reviewing our insurance with our underwriter; State Dept. of Labor and Industries has stated that volunteers working on the dredge are not covered by any insurance. Evans recommended transferring end-of-1997-98 funds to different accounts (see business section).
- 5. Committee Reports:** Building: The following items were approved – excavation on lots 34 and 37 on Sunset Dr. (Colony) to improve drainage; remove two insect-infested, diseased trees behind 81 Alder Dr. (Village); permit to build a residence on Lot 74 Alder Dr (Village); remove 4 trees at 20 Marine View Dr. (Village) due to potential for wind damage to home. The committee endorsed the variance request for a 2-ft height increase on a proposed garage at 21 E. Rhododendron as this property is located on a high, perimeter lot. Building Guidelines: Pickrell reported he has picked up the building guidelines from private communities that contain manufactured homes as this section of our guidelines appears to be the most difficult to regulate. He presented a proposed addendum to our building guidelines that would require all residences, mobile homes or permitted structures be of NEW construction; no used structures would be allowed. Marina: New ramp has been installed at south end of boat basin. Are removing winter logs from the high tides and storms as time and weather permits. Water has been turned off on all of the floats, but the frost-free faucets are available for boat wash down. Boat owners need to check their mooring lines and fenders due to the high winds and high tides. Filled out a 77-item questionnaire from the dredging permit office and returned it. Membership: Secretary reported one new member – Patricia and Fernando Conill purchased 241 Colman (Colony) from the McLaughlins. Social: the annual Holiday Party will be on 12 Dec from 6-10 P.M. Nonperishable food donations are requested for the local food bank. On 12 Dec at 10 a.m. we will be wrapping the gifts for the two families we sponsor for Christmas. A New Years Eve party will be held at the Clubhouse. In January a meeting will be held

regarding redecorating the Clubhouse; hope to have plans for the January Board meeting. At 10 a.m. on 26 Jan the required business meeting will be held; the Cape George Trio will play at 11:15 a.m. Pool: Tabled pool regulations issue until the chairperson supplies the Board with a complete set.

6. Manager's Report: No word received from the Dept of Ecology regarding the tests on Well #6. ADA submitted copies of the Invitation to Bid on the Colman project, which were mailed to three contractors. An addendum was included requesting quotes on an additional 150 ft of slope repair of the ravine. Once costs and work involved have been established, we will determine if the project can be handled in-house. Mr. Armstrong (ADA), Fred Evans, Erv Fortney and I toured the ravine trail and Mr. Armstrong will also give us an estimate on repairing the entire ravine area by using culvert pipe. The mechanical postage meter is being phased out by the Post Office in Mar 1999. I will be submitting an AFE for the lease/purchase of a new electronic postage system from Pitney Bowes at a cost of \$91/mo for 51 months. Several delinquent accounts have been given to our attorney. He has notified these members that unless payment is received within 30 days of receipt of the letter or a payment schedule arranged, that the Club will take legal action in the Superior Court of Jefferson County and we will also be asking for recovery of attorney's fees and court costs.

7. Membership Input: Jim Pickrell stated we should be very careful not to abdicate our rights to collect membership dues from the three condemned lots in the Colony. The manager stated we are sending out payment coupons and maintaining a running account with fines for future collection.

8. Information: Several delinquent accounts have been turned over to attorney Thomas Jackson for collection. Following several discussions and based on review by previous boards, it does not appear feasible to pursue an emergency access for the Colony or Highlands; this item is being removed from further consideration.

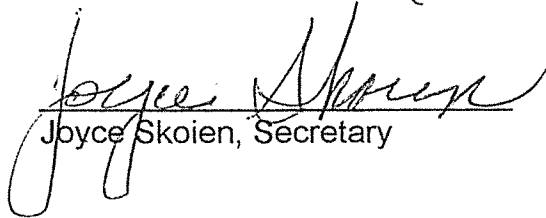
9. Business: Water Advisory Charter – Drow moved (passed 6-0) to accept the charter as submitted. Electronic Postage Machine – Evans moved (passed 6-0) to approve an AFE in the amount of \$91/mo for 51 months to lease/purchase a new electronic postage machine to meet the Post Office's new standards. Christmas Gift – Evans moved (passed 6-0) to give a \$100 Christmas gift to our three employees and manager. Water System Generator – Evans moved (passed 6-0) to pursue the purchase of a generator for our water system. FIN05 – Evans moved (passed 6-0) to amend FIN05, Policy on Collection of Delinquent Accounts, to read "4. Any payments received on delinquent account balances shall automatically be applied against members oldest outstanding balance. The member cannot dictate as to which account balance the payment is to be applied against." Excess Funds – Evans moved (passed 6-0) that the following excess funds from 97-98 fiscal year be transferred to reserves: from Marina to Marina Reserve (\$6728.76); from Pool to Pool Reserve (\$4103.08); from Roads to Road Reserve (\$20,058); from General Operations to Equipment Reserve to repay loan for snowplow (\$2095.27); from General Operations to Buildings and Grounds Reserve (\$7070.75). Audit Resolution: Resolution tabled to clarify language

with our financial auditor. Clubhouse Rental: Evans moved (6-0) to accept changes to rental agreement (see enclosure). Underground Utilities: Jim Tough presented the latest information on placing our utilities underground (see enclosure).

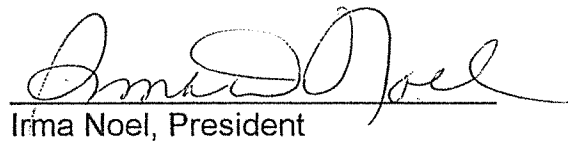
10. Announcement: Study session will be on Tuesday, January 12, 7:00 p.m. The regular Board of Trustees meeting will be on Thursday, January 14, 7:00 p.m.

11. Adjournment: Skoien moved to adjourn at 9:10 p.m.

Submitted by:


Joyce Skoien, Secretary

Approved by:

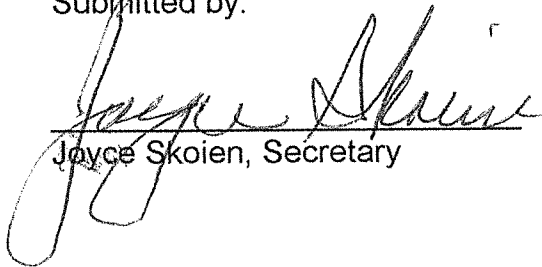

Irma Noel, President

**CAPE GEORGE COLONY CLUB
SPECIAL BOARD OF TRUSTEES MEETING
10 December 1998**

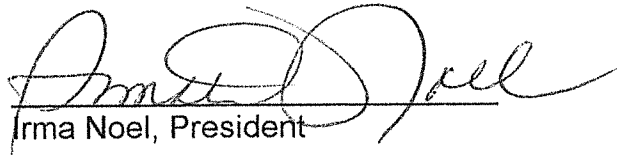
Variance Request

- 1. Call to order:** The special meeting was called to order at 6:45 p.m.
- 2. In Attendance:** Irma Noel, Carl Drow, Fred Evans, Ervin Fortney, Norman Jones and Manager George Castaneda. Dick Maltby and Joyce Skoien were absent.
- 3. Business:** Board reviewed the variance request by George Castaneda, Blk 5, Div 3, Lot 18, Colony (21 E. Rhododendron) to build to 2 feet higher than the 17-foot height restriction on a proposed garage addition. Evans moved (passed 4-0) to approve the variance as this property is located on a high, perimeter lot and meets the building guidelines. The Building Committee had reviewed the request and recommended approval.
- 4. Adjournment:** Meeting adjourned at 6:55 p.m.

Submitted by:


Joyce Skoien, Secretary

Approved by:


Irma Noel, President