

Capitol City Golf Club Estates Homeowners Association

Minutes of the Annual Membership Meeting

November 29, 2016

6:00PM @ Komachin Middle School

- I. **Call to Order** – President Larry Dittloff called the meeting to order at 6:05 PM.
- II. **Introduction** – Larry Dittloff introduced Board members Darrelyn Nuesca; Vice President; Ed Obie, Secretary; Jayne Bradley, Treasurer; Tom LaVack, Trustee. Vantage Community Management representatives also present were Deborah Haskett, Mallery Brown and Marcus Stowell.
- III. **Confirmation of Quorum** – It was determined that a quorum was present with 102 lots represented— 63 in attendance, plus 39 by proxy.
- IV. **President’s Address** – Larry Dittloff reported on the projects completed by the Association in the last year:
 - a. Reserve Study if short funded. If anything has to be repaired or replaced would cost the homeowners a lot of money. The Homeowners Association needs to start saving for future repairs and improvements. The Board of Directors recommends increasing the assessments by \$20.00 per lot.
 - b. Larry reported the following projects were completed thus far:
 - i. **Mailbox Cleaning**
 - ii. **Implemented new cut out standards**
 - iii. **ACC Committee can approve ACCC within hours for a faster turnaround time.**
 - iv. **Storm pond cleaning completed in August/September**
 - v. **Painting of the speed bumps started and will complete in 2017**
 - vi. **Street sign maintenance will be completed in 2017**
 - vii. **Vantage Community Management oversight is ongoing. Need to improve communication between owners and the management company.**
 - viii. **Reserve Study complete**
 - ix. **Neighborhood watch program ongoing and needs more volunteers.**
 - x. **Speed is a big concern and the Board of Directors is looking into various form of traffic control devices. Possibly higher speed bumps throughout the Association.**
 - xi. **Association was only able to mail one newsletter for 2016 due to lack of funds. The Board of Directors would like to mail out more for this upcoming 2017 calendar year.**
- V. **Treasurer’s Report** – Jayne Bradley served as Treasurer over the last year. She reported the Association spent \$73,845.00, billed \$75,600.00, \$70,847.98 outstanding, \$147,412.68 in reserves and a total of \$272244.75. The Board of Directors recommends increasing the dues in 2017 due to low funds in the reserve account. The Board of Directors noted there were more legal fees this year due to new policies, CC&Rs and Bylaw review. The Board of Directors added a little more funds in the 2017 operating budget for newsletter and community garage sale.
- VI. **Budget Ratification** – It was moved and seconded to ratify the 2017 budget as presented. **Motion Passed.**

VII. Board Election – Larry Dittloff advised that there were 4 positions open. Ballots were collected and tallied by Vantage Community Management and Larry Dittloff announced the results; Christine Tremper, Randy Luke, JoAnna Aldridge and Lisa Greeley.

VIII. Open Forum

1. Street sweeping on an “as needed basis”
2. Homeowner Asks: What is a pass through expense? Deborah Haskett responds, some services are bill through the Homeowners Association. Delinquencies, legal, etc. generally washes out. It is based on an item per item basis.
3. Homeowner Asks: Who pays for delinquent notices to be mailed to owners? Deborah Haskett responds, the charge is billed directly back to the delinquent owner.
4. Homeowner Asks: The streets have to be repaired, what are the options? Larry Dittloff responds, the Association can’t wait to replace the streets in 40 years. The Association is looking into chip sealing. This solution would last between 10-15 years. The Association has enough money in the budget to do chip seal if they have to.
5. Homeowner Asks: What is bad debt expense? Deborah Haskett responds, this income is billed out and if a lot goes into foreclosure the debt is wiped out. Therefore, the Association has to eat that expense.
6. Homeowner Asks: Why are dues increasing from \$120.00 to \$180.00? That is up 50%? Larry Dittloff responds, this is due to lack of funds in the reserve account and cost of living keeps increasing.
7. Homeowner Asks: Street light went out three weeks ago. Was reported to Vantage Community Management but representative with Vantage didn’t know who replaced the lights. Deborah Haskett responds, Sorry for the confusion. This is a training issue and will address this to the staff. PSE replaces the light bulbs in the Association. Larry Dittloff asks everyone to still contact Vantage Community Management to report lights that have burned out so we can report to PSE. That way the Board of Directors can follow up with Vantage to insure the issue was handled.
8. Homeowner Asks: Rates increased, where do the fines go as assets on the financials? Deborah Haskett responds, fines are not a budgeted item as the Board can’t foresee this particular expense.
9. Homeowner States: City of Lacey has attempted to annex the Association within City of Lacey limits. This would cause taxes to increase. Larry Dittloff responds, The Association should do a straw poll weather the membership would like to be annexed. Then present the City of Lacey Council with the collected information. The ultimate decision is through the City of Lacey Council. The City of Lacey didn’t want the Association 6-7 years ago because they didn’t want to maintain the roads. Darrelyn Nuesca said the City of Lacey will hold an open forum regarding this matter. The general vote of the membership does not want to be annexed and this decision may go to the vote of the owners.
10. Homeowner Asks: Why hasn’t the Board of Directors thought about switching the lights to LED? Larry Dittloff responds, that is a great idea and will have to look into this.
11. Homeowner Asks: Can we get additional speed bumps on Armour Street? Larry Dittloff responds, looking into high profile speed bumps and possibly renting a MPH speed sign.
12. Homeowner Asks: W Sarazen Street has a speed bump next to the pump station but there is a cut our right next to it and people drive around the speed bump. Larry Dittloff responds, Association is looking into higher profile speed bumps and will have to think of some ideas so people won’t drive around this particular speed bump.

13. Homeowner mentioned there aren't a lot of speed limit signs in the neighborhood. Can the Association add more signage? Larry Dittloff responds, this is a good idea and will have to look into adding more signage throughout the neighborhood.
14. Homeowner mentioned the garbage trucks are ruining the cul de sac at Oakmont. Larry Dittloff said he will contact Lemay to come up with a solution.
15. Homeowner Asks: can we funnel traffic or make part of the street narrower so help slow traffic? Homeowner thinks Board of Directors should look at the new funnel at Panorama City. Larry Dittloff requests the homeowner send an email with the detailed location of this idea so he can look into this.
16. Homeowner Asks: has Board ever plotted where all the signs in the Association are? Larry Dittloff responds, he is not aware of any plot but this is a good idea for future.
17. Homeowner Asks: do the police ever come through? Larry Dittloff responds, Thurston County Sherriff responds on occasion. The City of Lacey will not since it's considered "unincorporated".
18. Homeowner Asks: Are there any tree height limitations? Larry Dittloff responds, not that he is aware of.
19. Driveway parking change. Larry Dittloff responds, the cut outs were getting out of hand and wants some continuity throughout the Association. If anyone is considering they need to submit the proper application, dimensions and must have a need for the cut out. This will go into effect on December 7th, 2016. Temporary vehicles will be approved for a short time. If you already have an existing cut out it will be grandfathered in.
20. Assessments will increase from \$180.00 to \$220.00 effective January 2017. Bill will be due within 30 days of billing.
21. Homeowner Asks: how did the 2017 budget pass? Larry Dittloff responded saying the budget passed by high majority so there was no need to count the nays. Larry as chair made the decision to pass the 2017 budget.
22. Homeowner Asks: Can we include what dues increase will be for next year's annual meeting packet? That way we won't have to calculate from the budget? Larry Dittloff responds, he will do this next year so it's easier to understand.
23. Homeowner concerned with all the trash in the neighborhood. Larry Dittloff will possibly add more signs for trash pick-up and fines associated with violators.

IX. Adjournment – A motion was made and seconded to adjourn the meeting. **Motion Passed.**
Meeting was adjourned at 7:43 PM.

Respectfully Submitted,

Mallery Brown
Vantage Community Management

Approved:

Board President