

Capitol City Golf Club Estates Board of Trustees Meeting
March 16, 2023, VIS
6:00 pm
MINUTES

Board Members Present: Larry Dittloff, Pam Dittloff, Kevin Rae, Randy Luke, and Peter Sweet. Barry by Zoom.

VIS Representatives Present: Scott Roth.

Members: Present: None.

Quorum declared by President Larry Dittloff.

The meeting was called to order at 6:00 p.m.

Approval of Agenda: Pam motioned to accept the Agenda, Kevin seconded, motion carried.

Approval of Meeting Minutes for February: Randy moved to approve the Minutes as presented Kevin seconded, motion carried.

Treasurer's Report: Randy Luke

Following is my analysis of our February 28, 2022 Income Statement: Income of \$ 6,382 was up \$ 5,548 over budget due to fines and late/legal fees collected. Expenses of \$ 60,736 was \$ 50,384 over budgeted amount as a contribution from 2021 net operating profit approved by the Board was made to our Reserve Account. Other than this major deviation, monthly expenses were in line with the February budget.

Year-to date Income is up by \$ 10,320 and Expenses (other than extra \$ 50,000 Reserve Contribution are up about \$ 2,000. YTD Net Income is almost \$ 6,000.

Our Accounts Receivable balance decreased about \$ 2,000 to \$ 79,950 this month. January dues were not received by 2-28-2022 for 24 members accounting for \$ 3,600 of total receivables.

Five accounts are between \$ 9,343 and \$ 19,145 totaling just over \$ 62,000 or 77.5%

of all receivables. Four accounts are between \$ 1,125 and \$ 4,400 or 11.9% of total receivables. Of the remaining of receivables, 30 are between \$ 105 and \$ 500 and 20 are less than \$100.

Committee Reports:

- a) **Architectural Control Committee:** Kevin reported there are a couple of ACC coming up, painting, windows, replace roof over patio. Larry was contacted about setbacks which are the same today as was platted in the 1962. No current ACC application but an owner is wanting to place a radio tower next to a tree, also adding fence. Larry will check with the City regarding radio towers.

- b) **Compliance:** Pam reported the drive around was Tuesday, March 14. There are still a few parking issues. Spring is coming and the lawn maintenance and land scaping

policy should be completed soon. It will be helpful to have a definition of what is expected for compliance. We will look at landscaping starting next month. Only a couple of cans were left out, one in the street.

- c) Roads/Signs:** The Committee will look at where to place new speed bumps. Kevin researched and investigated the drainage problem on Hogan and discovered a dry well that is in the easement and was covered by several inches of rock that was connected to our catch basin and one of the owners. He met with the property owner onsite. There are three options: 1) On the annual maintenance, the Owner would be responsible to uncover for access when we do pumping, 2) leave open, 3) Owner can install riser to be level with rock. Owner opted to uncover for maintenance. Will send an agreement to owner.

Kudos to Kevin for his diligence in finding and remedying this issue. Thank you so much for your work. Will contact Flo-Hawk for maintenance for April or May. Kevin will work with Flo-Hawk to make sure they find the drywells.

Clear-Com, which is subcontractor for Comcast, is requesting that they be able to do a large cut (potholing) in the street to determine the exact location of the sewer and water lines so that they can safely shoot conduit under the street for cable service. There are overhead lines in the area but comcast doesn't want any more. Discussion followed. Suggested they pothole outside of asphalt. Kevin will meet with subcontractor.

- d) Ad Hoc Lawn Standard Committee:** The draft is close to completion. The committee will meet in-person on Monday at 4:00 pm.

Old Business: None.

New Business:

- We will need a secretary pro-temp for April and May. Randy volunteered.

Next Meeting: The meeting will be April 20, 2023, 6:00 pm. at VIS.

Executive Session: Kevin moved to go into Executive Session at 6:50, Peter seconded. Motion carried. Recording turned off.

Randy moved to vacate Executive Session, Peter seconded. Motion carried. Recording turned on.

Kevin motioned to act upon the 3 Account Adjustment requests discussed in Executive Session, Barry seconded. Motion carried.

Peter motioned to act upon the 2 Variance requests discussed in Executive Session, Randy seconded. Motion carried.

Randy motioned to act upon the 1 Compliance requests discussed in Executive Session, Kevin seconded. Motion carried.

Randy moved to adjourn, Kevin seconded. Adjourned at 7:15 pm.

Submitted By:

Pam Dittloff, Secretary