

Capitol City Golf Club Estates Board of Trustees Meeting
June 15, 2023, VIS and Zoom
6:00 pm
MINUTES

Board Members Present: Larry Dittloff, Pam Dittloff, Kevin Rae, Randy Luke, Peter Sweet, Christina Tremper, and Barry Upton.

VIS Representatives Present: Scott Roth.

Members: Present:

Quorum declared by President Larry Dittloff.

The meeting was called to order at 5:59 p.m.

Approval of Agenda: Add Update on Open House under Old Business, B. **Peter motioned to accept the Agenda as amended, Randy seconded, motion carried.**

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

Treasurer's Report: Randy Luke presented the May 2023 Income Statement and Balance Sheet:

Balance Sheet:

NO significant changes from April 2023 Financials Income Statement Income of \$4,344 was up \$3,407 over budget due to fines and late/legal fees collected. Expenses of \$22,903 was \$4,506 OVER budgeted amount due to Speed Bump Expenses (\$15,247) incurred in May vs. zero budgeted. We also did not incur any Drain Cleaning (\$9,000) Which helped offset the Speed Bump costs, but this will be charged sometime later in the year.

Year-to date Income of \$86,723 is up \$13,876 due to fees and fines collected. YTD Expenses are by \$1,649 from budget estimate due to speed bump cost above. YTD Net Operating Income is still up by \$12,226 vs budget due to increase in YTD Revenue.

Our Accounts Receivable balance of \$73,392 decreased from the April balance of \$78,167 mainly due to a reduction in one of the three larger delinquent balances even though we had 14 more total accounts (62 total).

A total of 62 accounts were delinquent in May 2023. Now the three largest accounts total just over \$49,500 or 67.0% of receivables. The next 6 accounts are between \$1,470 and \$3,539. (\$16,500) or 22% of total receivables. The next 20 accounts are between \$130 -945. The last 33 receivable accounts are between \$15 and \$90.

All of the 7 largest account receivables are at the attorney or are liened. (Note: Settlement of Lot 343's balance of over \$ 30,000 should be reflected next month and will have a significant lowering impact on our total receivables.

Kevin moved to approve the Treasurer's Report as presented, Barry seconded, motion carried.

Committee Reports:

- a) **Architectural Control Committee:** All applications have been approved. Not having any compounding issues. Good month.
- b) **Compliance:** The sun has been out and so are the weeds, mostly in cut outs and parking areas. The drive around was Tuesday, June 13th. We did have one member stop us to voice his concerns which are related to late fees and running a business from his home. There were quite a few lawns that needed mowing which happens quickly when there is sun and a little rain. A few cans are still being left out or put out as early as Monday. Larry stated that the member was more confrontational. Larry will meet with him and talk about setting up a payment schedule.
- c) **Roads/Signs:** A couple of comments about the speed bumps after last meeting. Things have been quiet since. Believe the shape of the speed bumps are ok. No Street Signs down. The golf course has a 4 x 4 post down on NE Sarazen, right before Oakmont.
- d) **Lawn Standard:** New policy goes into effect July 1, 2023. It does address water saving lawns. One negative comment. Closed ticket.

Old Business:

- a) **Catch Basin Clean Out:** Haven't been able to get a second bid on East side (Phase 1). Scott said he had another Catch Basin Company in Lacey. Kevin will give them a call. Table for one month. Kevin said he will walk the project and Barry will help.
- b) **Open House:** Randy said the Open House will be August 9th, 5:00 to 7:00 p.m. We need to promote it better/earlier. Hope to have prize commitments by end of June. Randy has contacted City of Lacey to have a table along with Fire Dept. and Police. Contacting other vendors. We will have published Save the Date in the Newsletter. Will send out an e-blast, put in next Newsletter and distribute flyers.

New Business:

- a) **Terms of Lawn Violations:** Discussion followed regarding each lawn violation separately. Scott explained that if we treated each lawn violation separately rather than as a whole, more fines would accumulate making it much more costly for the homeowner that wasn't keeping up their lawn.
- b) **Mailbox Cleaning:** Steve Bradley called and gave a quote for cleaning. He has done this in the past. Kevin cleaned the graffiti off a mailbox on 58th. **Barry made a motion to have Steve Bradley clean the mailboxes, not to exceed \$1,500, Peter seconded. Motion carried.**

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

Executive Session: Kevin moved to go into Executive Session at 6:48 p.m., Randy seconded. Motion carried. Recording turned off.

Randy moved to vacate Executive Session at 7:08 p.m., Peter seconded. Motion carried. Recording turned on.

Barry moved to act upon the one collection and three compliance approvals discussed in Executive Session, Kevin seconded. Motion carried.

Other Business: Peter asked about the use of crushed rock in parking areas. Discussion followed. Members need to notify the Board if they are returning areas to grass and Board needs monitor.

Kevin moved to adjourn, Barry seconded. Adjourned at 7:13 p.m.

Submitted By:

Pam Dittloff, Secretary