

**Capitol City Golf Club Estates Board of Trustees Meeting**  
**September 21, 2023, VIS and Zoom**  
**6:00 pm**  
**MINUTES**

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

**VIS Representatives Present:** Scott Roth.

**Members: Present:** None.

Larry acknowledged Christina resignation and the appreciation of serving on the Board.

**Quorum declared by President Larry Dittloff.**

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

**Approval of Agenda:** Kevin motioned to accept the Agenda as amended, Randy seconded, motion carried.

**Approval of Meeting Minutes for August:** Randy moved to approve the Minutes as written, BKevin seconded, motion carried.

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

**Balance Sheet:**

Only significant change from July, 2023 Financials is the increase in Accounts Payable of \$ 49,536 principally due to the Board's Decision to accept the bid from Catchall not to exceed \$ 40,000 plus the Annual Maintenance bid of \$ 5,750 voted on at the August BOD Meeting..

**Income Statement**

**Income** of \$71,946 was up **\$3,445** over budget due to fines and late/legal fees collected.

**Expenses** of \$55,521 was **\$44,194 OVER** budgeted amount due to acceptance of Catch Drain cleaning mentioned above. Year-to date **Income** of \$ 168,718 is **up \$24,898 due to fees and fines collected.** **YTD Expenses** are **UP by \$34,278** from budget estimate due to drain cleaning bid accepted per above. YTD Net Operating Income is **only down by \$9,380** vs budget due to increase in YTD Revenue and receipt[t of several large accounts receivable.

Our Accounts Receivable balance of **\$51,392 decreased** from the June balance of \$ 59,392 as many members who hadn't submitted their 2<sup>nd</sup> half dues did in August...

Delinquent accounts decreased by 41 accounts to 58 accounts.. The three largest accounts total \$27,900 or 54.6%, the next 6 are between \$1000 and 4,999 total \$13,865 or 27.1%, 27 are between \$100 and 999 or 16.5% and the other 22 accounts are all under \$ 100.

Larry asked if Scott had received an invoice from the Firecreek for the Mixer, which he had not. Larry will contact Francisco. **Peter moved to approve the Treasurer's Report as presented, Kevin seconded, motion carried.**

#### **Committee Reports:**

- a) Architectural Control Committee:** Kevin reported that all ACC applications have been approved including the Solar panels on 66<sup>th</sup>. Notify the member. Larry talked to the City of Lacey and they are planning to tear down the house next to the well lot to install another well. Discussion followed. Larry will contact the City to proceed with the process.
- b) Compliance:** The drive around was Tuesday September 12th. Most of the issues pertain to weeds in lawns. parking strips, and driveways. Once fence that needs to be repaired, replaced, or removed. It is a patchwork of unsuccessful attempts to keep it standing. There have been many issues with this lot. There were a few mowing issues and some dead trees. Many of the lawns are dormant due to sun and not watering. There are a couple of house maintenance issues, especially siding and gutters. Monitoring a few parking issues.
- c) Roads/Signs:** The catch basins have been cleaned and the City has accepted the report. The company painted a green dot on those that were cleaned. The Stop Sign and 3-way signs have been posted. Several comments regarding the speed bumps. Kevin will contacted the contractor to see if there is an easy fix to new bumps. It not, leave them as is. Still people speeding through the neighborhood.

**65<sup>th</sup> Avenue Street Improvement:** Bids for the project are scheduled to be open October 3<sup>rd</sup> with work to start in early November. This is a large project to correct groundwater run off problems. The HOA will be responsible for the facilities once installed.

**66<sup>th</sup> Speed Bumps:** Lot 49 inquired about speed bumps on 66<sup>th</sup>. This has become a raceway. The process has been started with the City of Lacey. If they get 60% of the owners to approve, the City will install the speed bumps.

**Golf Course Restroom:** The GC will lay out plans next year to be built. 40% of the use comes from the HOA in mail carriers, walkers, delivery workers, etc. This will be a full bathroom with flush toilets and sinks. A great improvement.

**Old Business: Budget Thoughts:** Will vote on the budget next month and present at the Annual Meeting. Discussion followed.

#### **New Business:**

- a) 2024 Budget and Annual Meeting:** (open BOD spots) There are three positions up for election. Discussion followed on 5, 7, or 9 member board. Larry will give an overview of the last year, Randy will give the Treasurer's Report and Committee Chairs will cover their topics at the Annual Meeting.

**Next Meeting: The meeting will be October 19, 2023, 6:00 pm. at VIS and Zoom.**

**Executive Session: Randy moved to go into Executive Session, Peter, seconded. Motion carried. Recording turned off.**

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

**Kevin moved to act upon one homeowner requests, Randy seconded. Motion carried.**

**Kevin moved to act upon one homeowner extension request, Peter seconded. Motion carried.**

**Kevin moved to act upon one account adjustment and non-compliance, waive fine and admin fee, Randy seconded. Motion carried.**

**Kevin moved to act upon one collection, Peter seconded. Motion carried.**

**Kevin moved to act upon and action to send to the Attorney, Peter seconded. Motion carried.**

**Randy moved to adjourn, Peter seconded. Adjourned at 7:18 p.m.**

Submitted By:

Pam Dittloff, Secretary