

Capitol City Golf Club Estates Board of Trustees Meeting
January 18, 2024, VIS and Zoom
6:00 pm
MINUTES

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

VIS Representatives Present: Scott Roth.

Members: Present: Thomas Helms, Ken Marmion, Andrea Thomson and Natalie Coleman.
Cameron French via Zoom.

Quorum declared by President Larry Dittloff.

Randy called the meeting to order at 5:59 p.m.

Board Appointments: Barry Upton has resigned from the Board but is willing to serve on the Roads and Signs Committee. Larry made a motion to nominate Andrea Thomson and Natalie Coleman to the Board for three year terms. Kevin asked if they were willing to serve. They accepted. Kevin seconded, motion carried.

Committee and Board Assignments:

Larry made a motion to nominate the following, Kevin seconded.

Compliance: Pam, chair, she accepted.

ACC: Kevin, chair, he accepted.

Roads and Signs: Kevin, chair, he accepted.

Motion carried.

Larry asked each chair to recruit committee members.

Approval of Agenda: Larry asked to add Group Homes to New Business. **Randy motioned to accept the Agenda as amended Peter seconded, motion carried.**

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

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

Following is my analysis of our December 31, 2023 Income Statement and Balance sheet:

Balance Sheet:

Operating funds increased by \$ 25,000 from November, otherwise No significant changes in Assets or Liabilities from November s Balance Sheet Report

Income Statement

Income of \$ 2,463 was up \$ 1,325 over budget due to fines and late/legal fees collected. Expenses of \$9,298 was only \$227 UNDER budgeted amount due to all categories being dead on except the reduced legal expenses were offset by higher Maintenance expenses. .

Year-to date Income of \$ 182,298 is up \$34,728 due to fees and fines collected. YTD Expenses are UP by \$ 26,047 from budget estimate due to unexpected drain cleaning costs approved in September. YTD Net Operating Income is actually UP by \$ 8,680 vs budget due to increase in YTD Revenue and receipt of several large collection accounts received.

Our Accounts Receivable balance of \$ 51,020 was up about \$ 1,000 from the November balance of \$ 50,027 Delinquent accounts total only 35 accounts (maybe all time low!). The three largest accounts total \$30,525 or 59.8%; the next 7 are between \$1,000 and 3,909 total \$ 14,694 or 28.8%; The next 13 are between \$ 130 and \$ 760. The bottom 12 are between \$ 15 and \$ 80..

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

Committee Reports:

- a) **Architectural Control Committee:** Kevin reported there were no outstanding applications from December. Natalie asked about the fence across the street on Oakmont. This was done without an ACC and is in review.
 - b) **Compliance:** There was not a drive around since Kathleen was not available. No report. **Lawn of the Quarter:** The Blume's, Lot 91, were the recipients for their wonderful Christmas Display.
 - c) **Roads/Signs:** Kevin stated the City project on 65th was waiting on the weather for asphalt. We'll see how the new grading works in heavy rain. The new galleries on 65th Street installed by the City will be added to our drainage system. The Sarazen Street Sign may be missing off of Yelm Highway, Kevin will repair or replace. Larry brought up the possibility of two sweeps, one in fall and one in spring. Natalie asked about leaves from neighbors trees. That would be a neighbor to neighbor issue. If it is the Golf Course, talk to Steve McNeely. **Old Business:**
- a) **Courtesy Letter:** VIS reviewed which is on Page 11 of packet. Discussion followed. Committee will take a look and come back.

New Business:

- a) **City of Lacey Grant:** Scott has submitted for second Bulletin Board.
- b) **City of Lacey Lot:** The City would like to go forward with tearing down the house and drill a new well on the site. The Community is in need of better water. Out Attorney has stated that we need 67% approval from the membership as well as the

Golf Course to go forward with the project. Discussion followed. Kevin will talk to the City.

- c) **Group Homes:** There are more Group Homes appearing in CCGCE. There is a provision that they need to inform the HOA and follow the requirements of the Association. Group Home definition was explained. Scott will look into this after Larry provides addresses of known Group Homes.

Next Meeting: The meeting will be February 15, 2024, 6:00 pm.

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

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

Natalie moved to accept two account appeals, Randy seconded. Motion carried.

Natalie moved to accept three compliance appeals, Randy seconded. Motion carried.

Kevin thanked the Board members and welcomed the new members.

Kevin moved to adjourn, Randy seconded. Adjourned.

Submitted By:

Pam Dittloff, Secretary