

**Capitol City Golf Club Estates Board of Trustees Meeting
February 16, 2020 at VIS Group, INC
6:00 pm
MINUTES**

Open Forum:

Homeowners Present: None

Quorum declared by Past President Larry Dittloff and the meeting called to order at 6:04 p.m.

Board Members Present: Larry Dittloff, Pam Dittloff, John Leo, Randy Luke, Kevin Rae, Darrol Steiner and Peter Sweet.

VIS Representatives Present: Scott Roth.

Approval of Agenda: Peter motioned to accept the Agenda as Revised. Darrol seconded., motion carried.

Approval of Meeting Minutes: Darrol added "to house" in the Old Business in the 5th line. **Peter moved to approve the Agenda as corrected, Kevin seconded, motion carried.**

Treasurer's Report: Deferred until Randy arrives.

Committee Reports:

a) Architectural Control Committee: Kevin reported a driveway is being installed without an ACC application, Issue is being resolved.

b) Compliance Committee: Darrol reported that driveways are becoming the issue due to age, they are cracking and buckling. He questioned how we are going to approach this issue so we are consistent. Discussion followed: How to rate and issue notice and setting criteria. Darrol will draft criteria for evaluating. Should hold off until the Sewer and Water project is complete. Continue to cite people but give a certain length of time after project is complete. John suggested putting an article in the Newsletter.

c) Roads/Signs: Kevin reported Flo Hawks was delayed. He has asked them to mark on a map any dry wells or pipes that go into lawns that were not already indicated. One was found that has been landscaped over. Kevin will verify. Next time, we will send letters prior to have the homeowners remove the landscaping.

Larry has been in contact with Jason from City of Lacey and the bids were in this week. We negotiated an estimated amount of \$170,000 which we deposited with the City. The bid came at \$109,420,23 which includes tax. This will address some long-standing ground water issues in Phase I. There are limited issues in Phase II. Lacey will hold the funds until the project is final to cover any issues that might come up.

Kevin proposed that we start a dialogue with the golf course regarding drainage from the parking lot. Larry stated that our Attorney has already raised the issue and is part of the current discussion with the Golf Course..

d) Ad Hoc CCR & Bylaw Re-write and Enforcement Policy: Held up with the Attorney with continued communications with the Golf Course. Scott has contacted the Attorney. Need to get off the dime and get CCR's done. Will give Owners six months to review. Will send out with a fact sheet to highlight changes. Ad Hoc committee will need to go door-to-door.

Old Business:

House at 6107 Ruddell Road Hit by Car: Kevin contacted the Thurston County Sheriff's Department and they referred him to the City of Lacey. They supplied "911" Responses. Kevin will petition the City Engineer regarding "Life Safety Issues." Peter questioned whether a wall/bulkhead would stop a car driving 125 mph. The car was airborne when it hit the house.

Revised Enforcement Policy: Larry asked about Board of Director's vs. Board of Trustee's. Scott explained that they are interchangeable. Peter asked to take a 5-minute break to review. Discussed the Effective Date. Peter asked about the clarification of Service Vehicles which are referenced in the CCR's.

Kevin moved to accept CCR's as presented with an Effective Date of March 31, 2020. Darrol seconded. Motion carried.

New Business:

Scott suggested that since there is an excess of \$17,000 in the Operating Account , that we take a lump sum and put in the Reserve Account. This amount is from a 2019 carry over due to the Board decision to not do the anticipated street repairs because of the impending City Project. He suggested \$10,000. Discussion followed. **Darrol moved to \$10,000 from the Operating Account to the Reserve Account. Kevin seconded. Motion carried.**

Treasurer's Report: Randy presented the Report. Income reflects accrual of first half dues billing and revenue in line with budget. Expenses were only 37.5% pf budget (\$9,000) since we did not incur any street sweeping or drain cleaning...should be billed in February.

Receivables summary: Total of \$57,259 due from 81 accounts. Eleven are \$1,122 to \$8,124 representing \$45,000 or about 80% of receivables, most are at attorney or in small claims. 49 are for first half dues not paid by January 31, 2020 for almost \$8,000 or 14% of receivables. 12 accounts owe less than \$135.

Balance Sheet: Trend in Net Worth very positive due to recent increases in dues. CCGCE share of Phase 1 drain costs associated with Lacey Sewer and Water Line improvement project.

Peter made a motion to accept the Treasurer's Report and was seconded by Kevin. Motion carried.

Discussion followed regarding the 49 who have not paid their dues and the procedure for dispensing the notices. Approximately 1/8 receive by e-mail if they have asked for it. The others receive paper invoices. Larry suggested stamping the envelop with "Invoice Enclosed." John suggested we wait and see the responses in July and if fines are working.

Next Meeting: March 19, 2020, 6:00 PM, at VIS Group, INC.

Executive Session: Darrol moved to go into Executive Session, Kevin seconded. Motion carried.

Randy moved to vacate Executive Session, Darrol seconded. Motion passed.

Darrol motioned to accept actions that were discussed in executive session, Randy seconded. Motion carried.

Randy moved to adjourn, Kevin seconded. Adjourned at 8:39 p.m.

Submitted By:
Pam Dittloff, Secretary