

**Capitol City Golf Club Estates Board of Trustees Meeting  
December 16, 2021, ZOOM  
6:00 pm  
MINUTES**

**Board Members Present:** Larry Dittloff, Darrol Steiner, Randy Luke, and Kevin Rae.

**VIS Representatives Present:** Scott Roth.

**Member Present:** Pam Dittloff, Peter Sweet, and Barry Upton.

**Quorum declared by President Larry Dittloff.**

**Open Forum:** Waived

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

**Approval of Agenda:** Larry asked to amend the Agenda to add appointment of Board Members. Kevin motioned to accept the Agenda as amended. Darrol seconded, motion carried.

**Darrol made a motion to appoint Peter, Barry and Pam to the Board, 3-year terms. Larry seconded. Motion carried.**

**Approval of Meeting Minutes for October and the November Organization meeting meetings: Randy moved to approve the Minutes as corrected, Darrol seconded, motion carried.**

**Treasurer's Report:**

Randy presented the November, 2021 Balance Sheet Report and Previous 2020 Year End Balance Sheet Comparison from Financials provided by VIS Management.

The following is his analysis of our November 30, 2021 Income Statement:

**Month of November, 2021**

Income of \$4,360 was up **\$3,526** over budget due to fines and legal fees collected. Expenses of \$12,088 was \$1,386 over budgeted amount because even though our legal collections expenses were down by \$1,550 and road maintenance expenses were also down by \$1,000, the cost of the Bulletin Board and extra postage offset these savings.

Year-to date actual income is up **\$27,738** and YTD expenses are up \$54,000 due to extra Reserve Transfer of \$67,000 in March. Taking this out, YTD actual expenses were down almost **\$13,000**. YTD Net Income shows a loss of \$26,498 again due to the Reserve transfer. Real Net Income is more like \$41,000 when you add Income increase of \$27,000 and lower expenses by \$13,000 YTD.

Our Accounts Receivable balance increased to \$62,065 this month (+\$3,000) and 35 accounts owed money. Eight are between \$ 1,484 and \$20,970 totaling \$56,300 or 91% of all receivables. Seven have liens filed and two are on payment plans. Of the remaining

receivables, 14 are between \$105 and \$785 totaling \$6,625 totaling \$5,525 or 8% of receivables and 13 are less than \$100. All but 3 members have paid their second half dues.

**\*Lowest number of receivables, EVER!**

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

**Committee Reports:**

**a) Architectural Control Committee:** Kevin reported there have been several applications approved. Dealing with application for paint. Description of paint color was different than the color that was painted.

**b) Compliance Committee:** Darrol reported the main issue is garbage cans being left out day after pickup. This is getting better. 1 can has been left out for a month because they have put garbage in their recycle and LeMay will not pick up. There are still a few parking issues. There are more Christmas lights which is a positive sign.

**c) Roads/Signs:** The mailbox on 66<sup>th</sup> was relocated to a better spot. There was one day of discontinued service for the concrete to set. The platform from the old placement was left in place because it would disturb the asphalt to remove it. Signs still need to be straightened. Can be done in due time. Rain storm ponds on roadway swales may be able to address in spring. There are new locations in roadway areas that need work and the city will be aware and will address. Quite a few septic abandonments and the trenches should be hydroseeded.

One resident complained about ponding under their house on Lot 82, they should contact Kevin. Another resident on Lot 54 has contacted the Board and the City about placement of a fire hydrant in the middle of their lot. The City did not talk to the owner prior to placing the hydrant.

Need to have consistency of Armour Drive and Armour Street. City and County have this as Drive.

People are pulling off the asphalt to get their mail in front of Kevin's lot and creating a mud whole. He would like to move the mailbox forward to prevent this. The Board will look into this.

There was an overgrown Street Sign which was several feet back from the road. The property owner said he would move the sign to the proper location. Darrol will check to make sure it is moved.

**Committee Appointments:** The following appointments to Committees was as follows:

Streets and Signs: Kevin (Chair), Larry, and Peter.

Architectural Control Committee: Kevin (Chair), Larry, and Barry.

Compliance Committee: Darrol (Chair), Pam, Larry, and Naomi.

Larry made a motion to accept the appointments, Randy seconded. Motion Carried.

**Old Business:**

**a) City of Lacey Updates:** No update from the City. Work is at least 1 ½ months behind. City is drilling a new well. Need to drill 250 feet, at 170 feet the casing broke and they are abandoning that site and re-drill. City bought the lot next door, no plans for the house at this time. They will need to work with the HOA as it is a residential lot. They would need to amend the plat and CCR's to change the use of the lot.

**b) Bulletin Board** was installed.

**c) Dog Waste Station** was installed last week.

**d) Storm Drain Inspection PH1:** Will be done when there is decent weather. Kevin will do it on a weekend, will take 6-7 hours.

**e) Street Sweeping for Ph 1:** This was done and then we had a wind storm.

**f) Update Lot 8:** There are squatters living in the house. Sent to collection. If now response by end of October, we will move to the next step. Since this is a Military member, we must get an attorney to represent them.

**Next Meeting: The meeting will be January 20, 2022, 6:00 pm at the Jacob Smith House.**

**Announcements:**

**Speed Bumps:** We will add speed bumps when the others are replaced, Kevin will check with the City.

**Website Development:** Maureen Meade has some ideas to look at, nothing major. Link to City Crime Map, vehicle prowls.

**Executive Session: Barry moved to go into Executive Session at 6:40 p.m., Peter seconded. Motion carried. Recording turned off.**

**Kevin moved to vacate Executive Session at 7:12 p.m., and Darrol seconded. Motion carried. Recording turned on.**

**Randy moved to approve actions discussed in Executive Session, and Kevin seconded. Motion carried.**

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

Submitted By:

Pam Dittloff, Secretary