

Capitol City Golf Club Estates Board of Trustees Meeting
June 16, 2022, Zoom
6:00 pm
MINUTES

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

VIS Representatives Present: Scott Roth.

Members: Present: None

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 add PSE Lights to Committee Reports, Logo Approval and Lawns of the Quarter to Old Business, and Newsletter under New Business. Peter motioned to accept the Agenda as amended, Darrol seconded, motion carried.

Approval of Meeting Minutes for April: Darrol corrected the date of the meeting. Randy moved to approve the Minutes as corrected, Darrol seconded, motion carried.

Treasurer's Report:

Randy presented May, 2022 report:

Following is my analysis of our May 31, 2022 Income Statement:

Income of \$ 4,847 was up \$ 4,014 over budget due to fines and late/legal fees collected. Expenses of \$ 12,335 was \$ 6,016 under budgeted amount due to no payments for budgeted repairs/maintenance offsetting increases of Legal /Collections which were \$ 3,419 higher than budgeted.

Year-to date Income is up by \$ 20,817 and Expenses (other than extra \$ 50,000 Reserve Contribution) are up about \$ 2,000. YTD Net Income is down by \$ 31,073 due to the Reserve Contribution. Excluding the Reserve contribution, actual YTD Net Income is about \$ 28,000 through May 31.

Our Accounts Receivable balance declined about \$ 2,500 from April to \$ 65,556 total. Forty-four total delinquent accounts are between \$ 19,692 and \$ 5.00.

Three largest accounts total just over \$ 40,242 or 61% of receivables. Five accounts are between \$ 1,494 and \$ 5,344 (\$ 12,017) or 18.3% of total receivables. Of the remaining of receivables, 16 are between \$ 160 and \$ 765; and 20 are less than \$ 40.

Larry asked about the Provac bill for street sweeping for last year. Scott explained the Company had been bought and that was the mix up for not sending an invoice.

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

Committee Reports:

a) Architectural Control Committee: Kevin reported he is working on a color chart and will present it at the next meeting. Red colors not fitting in. The neighbor dispute issue on Oakmont has been resolved by Larry and Kevin. Jim Elder asked about dry wells. Kevin informed him they have been mapped and approved. Scott told Kevin that VIS has a discount for paint from Behr which is carried at Home Depot. Scott gave Kevin a number to get a color chart.

b) Compliance Committee: Darrol reported the construction is almost complete. Adjacent parking area and general landscaping are issues coming up with the warm, sunny weather. Trash cans are being well addressed. The Golf Course requested we look at back yards for compliance. Some are needing maintenance. We asked the Golf Course to let us know of any other concerns. Kevin stated that Board members have been fined and must be in compliance also.

c) Roads/Signs: Kevin met with Jason from the City of Lacey regarding finalizing the financing for Phase 2 Utility Project. The work is not complete. If there are no further pay outs, we can finalize. Estimate we'll get about \$40,000 less \$6,000 for installation of two speed bumps. We'll get as-builts at the completion of the project and confirm maintenance of dry wells and catch basins. The City is installing a dry well on 65th at their expense, we will maintain. If you have issues regarding the project, contact the City. The Stop Sign at Oakmont needs a higher post.

Speed Limit Monitors: People slowing down with speed bumps on West Sarazen. Grant from the City expires in December. Kevin made a motion to table the Speed Limit Monitors until October, Larry seconded. Motion carried.

d) PSE Lights: On schedule to be installed some time this summer.

Old Business:

a) Lacey Road Updates: Substantial completion June 26th.

b) Storm Drain Inspection PH1: Kevin completed inspection on Phase 1 and Cotton Drive, 2 catch basins. He will complete Ph2 on Sunday.

c) Speed Bump Addition: Two speed bumps added at \$3,000 each. They are working.

d) Neighborhood Grant: Speed Indicator project on hold until October.

e) Mixer: Set for August 10, 5:00 pm to 7:00 pm. Same format as last year. Randy, Pam and Larry will meet with Francesco. Get publicity out early July. Check with Vendors.

f) New Logo: Received a bill from Maureen Meade for \$2,785 for creating the new logo. Peter made a motion to pay Maureen \$2,785, Darrol seconded. Motion passed.

F). Award of Excellence: Discussed "Lawns of the Quarter" to be featured in the Newsletter with approval of the homeowner. The Compliance Committee needs to formulate the criteria for the program, starting the program this summer. Kevin stated

we could use his lawn for a before picture. Randy made a motion to establish a Lawn of the Quarter Program, Barry seconded. Motion carried.

New Business:

- a) **Mailbox/Sign Cleaning:** Received a proposal from Steve Bradley for \$2,235.00. Mailboxes were cleaned last year. Kevin moved to accept the proposal, Randy seconded. Motion carried.
- b) **July Newsletter Ideas:** Ideas for the Newsletter were Lawns, Mixer, How We Spent Community money on catch basins and the \$170,000 on drainage, Speed Monitoring on hold until October, Bulletin Board Policy (Community Related), New Logo, Color Wheel and Behr discount.

Next Meeting: The meeting will be July 21, 2022, 6:00 pm. at VIS.

Executive Session: Kevin moved to go into Executive Session at 6:44 p.m., Peter seconded. Motion carried. Recording turned off.

Darrol moved to vacate Executive Session, Peter seconded. Motion carried. Recording turned on.

Peter moved to accept all decisions discussed in Executive Session, and Kevin seconded. Motion carried.

Kevin moved to adjourn, Peter seconded. Adjourned at 7:05 pm.

Submitted By:

Pam Dittloff, Secretary