

**Capitol City Golf Club Estates Board of Trustees Meeting
October 20, 2022, VIS
6:00 pm
MINUTES**

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

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: Barry motioned to accept the Agenda as presented, Larry seconded, motion carried.

Approval of Meeting Minutes for August: Darrol moved to approve the Minutes as corrected, Peter seconded, motion carried.

Treasurer's Report:

Randy presented Month of September, 2022

Income of \$ 5,956 was up \$ 5,122 over budget due to fines and late/legal fees collected. Expenses of \$ 12,698 was \$ 2,347 OVER budgeted amount mainly due to Legal/collection expense increase (\$ 1,500) and Mailbox Maintenance expense of

\$ 2315 charged in September..

Year-to date Income is up by \$ 37,041 and YTD Expenses (other than extra \$ 50,000 Reserve Contribution) are up about \$ 15,000. YTD Net Operating Income is down by

\$ 27,324 due to the Reserve Contribution . Excluding the Reserve contribution, actual YTD Net Income is up about \$ 23,000 through the September, 2022 budget..

Our Accounts Receivable balance increased \$ 3,600 from August to \$ 77,4487 total.

There are a total of 69 accounts owing from \$ 15 to \$ 22,408.

The five largest accounts total just over \$ 57,977 or 76.9% of receivables. Seven accounts are between \$ 1,030 and \$ 3,394 (\$ 12,335) or 16.4% of total receivables. Of the remaining receivables, 24 are between \$ 100-505 and 29 are between 15-90. . The top 12 delinquent accounts represent 94.1% of all our receivables. This is only 2.9% of all members, still probably close to the lowest number of large delinquent accounts

Through the first nine months of the 2022 fiscal year, we have already surpassed the Net Income of 2021 (\$ 89,063 vs 82,525 for all of 2021). Also our Total Assets has increased by \$ 44,000.

Committee Reports:

- a) **Architectural Control Committee:** We have had a slow down of projects. One today on Tree Removal, boundary line dispute which we don't get involved in.
- b) **Compliance Committee:** Darrol reported the usual activity; landscaping and a few garbage cans. The improvements are encouraging. People are taking care of their property. There are a number of homes for sale with sales slowing down,
- c) **Roads/Signs:** Armour Drive signs installed. Many Neighborhood Watch signs missing and being replaced. Will put an article in the Newsletter. PSE lights installed: 59th East and 63rd. Speed Monitors: Dismissed.
- d) **Ad Hoc Paint Palette Committee:** The draft policy is at the attorney.

Old Business:

- a) **Lacey Road Updates:** Received the refund from the City. An article in the Newsletter will summarize where the dollars were spent.
- b) **Lawns of the Quarter:** Larry awarded Lowe's \$50 gift certificate to 6210 St. Andrews Street. This is a renter who has been there for 10 years.
- c) **Grass Trimming around street signs:** No response. We also have two Article 7 lots that are a week away from there 30 day required notice.

New Business:

- a) **2023 Budget:** Scott presented the proposed budget. Discussion followed. Darrol motioned to accept the budget as presented, Barry seconded. Motion carried.
- b) **2022 Audit Engagement:** Proposal from Newman to complete the Audit for \$2,700. Discussion followed. Randy motioned to accept the proposal, Darrol seconded. Motion carried.
- c) **Neighborhood Watch Signs:** Signs are in, Kevin will install.
- d) **Proposed Airport:** Discussion followed. Peter motioned that the HOA is in opposition to a New International Airport in Thurston County, Randy seconded. Motion carried.

Next Meeting: The meeting will be November 16, 2022, 6:00 pm. at Jacob Smith House. Larry asked the Board to show up at 5:30 p.m.

We will take nominations from the floor for two positions if there is interest. Darrol is resigning his 3 year position with one year remaining. Larry has a person interested in completing that year. Kevin and Larry have one year left and Randy, Pam, Peter, and Barry have two years.

Executive Session: Peter moved to go into Executive Session at 6:43 p.m., Randy seconded. Motion carried. Recording turned off.

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

Randy motioned to move forward on all decisions discussed in Executive Session, and Darrol seconded. Motion carried.

Larry moved to act upon the twelve homeowner requests that were discussed in Executive Session, and Peter seconded. Motion carried.

Randy moved to adjourn, Darrol seconded. Adjourned at 7:43 pm.

Submitted By:
Pam Dittloff, Secretary