

Capitol City Golf Club Estates Board of Trustees Meeting
October 15, 2020, ZOOM
6:00 pm
MINUTES

Open Forum: Suspended.

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

VIS Representatives Present: Scott Roth.

Member Present: Gabriel Robinson

Quorum declared by President Larry Dittloff and the meeting called to order at 5:53 p.m.

Approval of Agenda: Kevin motioned to accept the Agenda. Peter seconded, motion carried.

Approval of Meeting Minutes: Kevin moved to approve the Minutes, Randy seconded, motion carried.

Larry motioned to alter the Agenda and move Gabriel Robinson, Crime Report, to before the Treasurer's Report. Kevin seconded, motion carried.

Gabriel Robinson, Community Crime Watch Chair, gave a presentation on what neighbors should be doing in their communities to help decrease crime. Get to know your neighbors, keep eyes and ears open, take care of one another, and make notice of what is going on and be apparent you are watching. We now give a 24-hour notice to remove parked vehicles violations. Darrol mentioned that Thurston County Emergency Management has an intense program for neighborhoods. Pam will contact Vivian Eason to present information at the December meeting.

Treasurer's Report: Randy Luke. Income for September was \$30,582 vs \$37,472 budgeted. Expenses were \$12,784 vs budgeted \$10,900. Increases were due to legal and the fact the Audit was billed in September although some offset was due to no utilities billed. Net Operating Income of \$8,710 vs \$10,198 for the above reasons.

Year to date through September, we are showing income of \$149,051 vs \$140,093 budgeted. Income is up by \$13,000 vs budget due to Fees, Fines, and Legal as expected, but expenses were up over \$18,000 due to increased expenses for Reserve Contributions (\pm \$10,000), Legal and Collections (+\$15,000).

Receivables summary: Total of \$55,912 (down \$49,000 from August) due to 74 accounts of which 17 are for 2nd half dues totaling \$2,720. Other than those 17 accounts, the 40 remaining accounts include: Four (4) from \$5,800 to \$9,912 all either at Attorney or liened; 6 between \$1,000 - \$5,000; 15 from \$170-923 and 15 less than \$100.

Larry stated we will recoup some of the legal expenditures when we increase the lots to 426 from 418. Peter stated that the CCR's indicate there are 437 lots. Larry will look into this.

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

Committee Reports:

a) Architectural Control Committee: Kevin reported there were 17 applications, 15 were approved. One was denied and one is on hold until they apply for a variance. Things are going smoothly and getting good comments on 3 day turn around.

b) Compliance Committee: Darrol reported that there are the typical issues, excess cars parked, landscaping, adjacent parking spaces overgrown.

c) Roads/Signs: Kevin reported the "Stop" on East Sarazen and Cotton has been painted. Jeff Peterson talked with Kevin and gave permission to trim any hedges we need to. He is happy with the way we approached it. Lacey has been working on 65th and 66th. They have put down the first lift on St. Andrews.

d) Ad Hoc CCR & Bylaw Re-write and Enforcement Policy: Finishing the Final Documents. Peter had questions regarding the number of lots. Larry will call him tomorrow and go over the maps. Thanked Peter for his keen eye in his review. We are in a time crunch to get the information out to members 30 days before the meeting. Notices should contain all of the information. Discussed changing the date. The Annual Meeting/CCR's Informational meeting will be scheduled for December 8th, by ZOOM. ZOOM will be available at 5:30 with the meeting starting at 6:00 p.m. Scott will send an email to the Board with all of the information for review by the 19th, email approval by Board by the 23rd. Notice will go out the 28th.

Old Business:

a) City of Lacey Updates: They are looking at any drainage issues on Phase two, there is an issue identified on Cotton Court already. The two projects will overlap.

b) Bulletin Board: Larry spoke with the Golf Course (GC) about placing the Bulletin Board on the GC lot 214 and they have agreed. This location would provide visibility and could be safely viewed. We have budgeted \$2,500. **Kevin made a motion to move forward with the process, Peter seconded. Motion carried.** This is also a good location for the Dog Waste Station.

New Business:

2021 Proposed Budget: Scott presented the proposed budget. Pretty straightforward. Discussion followed. Randy will present at the Annual Meeting. Scott will handle the ZOOM meeting. **Darrol made a motion to accept the 2021 budget as presented, Kevin seconded. Motion carried.**

Next Meeting: November 19, 2020, 6:00 PM, ZOOM.

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

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

Kevin moved to approve issues discussed in Executive Session, and Darrol seconded. Motion carried.

Kevin moved to adjourn, Darrol seconded. Adjourned at 7:32 p.m.

Submitted By:
Pam Dittloff, Secretary