

Capitol City Golf Club Estates Board of Trustees Meeting
April 16, 2020, ZOOM
6:00 pm
MINUTES

Open Forum: Dispense with Open Forum

Quorum declared by President Larry Dittloff and the meeting called to order at 5:35 p.m.

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

VIS Representatives Present: Scott Roth.

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

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

Treasurer's Report: Randy presented the Report. Income up by \$3,600 from Fine and Fee collections. Expenses: Insurance annual payment was an increase of \$3,600 over budgeted monthly payment which was offset by \$3,600 quarterly taxes not paid. No other major deviations. Net result is a loss of \$8,000 for the month vs projected loss of \$12,000 due to extra income earned.

Receivables summary: Total of \$48,192 due from 37 accounts... down from \$57,000 at end of January. Eight are from \$1,122 to \$8,424 representing \$40,000 or about 83% of receivables, most are at attorney or in small claims. 20 are for between \$154 and \$975 totaling \$8,000 or 16% of receivables. 9 accounts owe less than \$50.

Balance Sheet: CCGCE share of Phase 1 drain costs associated with Lacey Sewer and Water Line improvement project paid from the Reserve Account to the City in February 2020 was \$170,000 resulting in draw down to \$17,000. Adding \$3,400 a month to our reserve account through next February 2021 (12 months) should build it back up to about \$58,000. Depending on how much a refund from our deposit for Phase 1, if any, will determine how much more may be needed to cover any costs for Phase 2 we might have to cover.

Discussions followed. Expecting a late start of the water sewer project due to Covid-19. Phase 2 start may overlap the completion of Phase 1. Larry questioned why Lot 212 had an amount owing of \$687.00, Scott stated this amount was for legal fees.

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 were several ACC applications for improvements. Moving along.

b) Compliance Committee: Darrol reported drive arounds were put on hold due to the "Stay Home". There are more vehicles because the Covid-19, college kids home, relatives visiting, etc.

c) Roads/Signs: Kevin reported the start of the Lacey Project may be mid-May. Last official date was April 20 but waiting to hear from Jason from City of Lacey. The annual mail box cleaning will be happening. The Speed Bump paint is fading but will last until Phase 2 is completed.

d) Ad Hoc CCR & Bylaw Re-write and Enforcement Policy: The final version of the Declaration/CCR's were presented and Larry went over the questions raised by Peter. He thanked Peter for his thorough review. **Darrol moved to accept the Declaration/CCR's. Randy seconded, motion carried.** Larry stated that the approved amended version will be forwarded to our attorney who will then discuss the document with the Golf Course.

Old Business: The Lacey Water/Sewer project was discussed earlier.

New Business:

a) Driveway Policy: The policy was presented. Peter stated he had an issue with the third bullet under Maintenance, "Owner shall repair crack in driveway by either caulking or patching". Discussion followed. Because of the age of the driveways many have cracks. Kevin explained what causes cracks and the maintenance of driveways. Peter questioned "What are we trying to accomplish?" Beautification and appearance which keeps up the value of the neighborhood. Kevin stated that owner's will have to do something with their driveways to meet standards. The language was changed to "Owners shall repair crack in the driveway by patching or caulking those cracks.". The fourth bullet was changed to "Should owner notice a buckle in the driveway, Owner shall repair driveway to provide a smooth continuous surface". Bullet five was changed to "Owners shall repair expansion joints of their driveways so as not to deteriorate or be completely absent.". Kevin said that there are new pervious products that can replace impervious asphalt and concrete so suggested taking out "impervious" which was done. There was further discussion. **Kevin made a moved to accept the policy as amended in session tonight. Darrol seconded, motion carried. One Nay.**

b) Update on City of Lacey Quarterly Meeting: Pam gave an overview of the March 10, City of Lacey HOA Meeting. There are several workshops on maintenance of Stormwater Facilities and a two-part Naturescaping for Water and Wildlife put on by the Stream Team. Another program is "Bag It & trash it" for the safe disposal of dog poop. They offer free pet waste stations that include a metal sign, durable plastic dispenser and initial set of pet waste bags. The HOA would have to maintain the stations.

The Summer water restrictions goes into effect June 1st and lasts through September 30th. It is an odd/even watering schedule, If your address ends with an even number, you can water on Sundays, Tuesdays, and Thursday. Odd numbers can water on Saturdays, Mondays, and Wednesday. No irrigation on Fridays. You can ask for a variance for new seeding or new sod.

The City is in the process of updating the City Tree Plan and Regulations. They presented information on backyard cottages and the cities two designs that are approved.

They encouraged everyone to fill out the census either by mail, in-person or on the phone, or online. This is important regarding funding for schools, roads, Representatives, and other programs. The State receives approximately \$2,000 per person from the census responses.

The City (for those in the City only) has a \$60,000 Grant Program which will give the HOA up to a maximum of \$2,500 for projects that enhance the neighborhood. The HOA has to match the amount which can be in the form of volunteer work to complete the project. These grants are awarded in early spring.

c) Mailbox Station Clean up- Steve Bradley at \$1,500.00: Steve has **done** the cleaning for the last several years. **Peter moved to accept Steve Bradley to clean the mailboxes for \$1,500.00. Keven seconded, motion carried.**

d) Tow agreement with Nisqually Tow: We recently had another issue of a trailer parked on a street causing a hazard. It is in the same location of another RV that was parked in front of Lot 290. Both were tagged with a notice to move within 24 hours or be towed which they did move in that time. We found we needed to have an agreement with a Towing Company. Discussion followed. The HOA pays no fees and Nisqually Towing will put up signs. We need to identify the authorized representatives. It was decided that Darrol, Larry, and Scott be the representatives. **Darrol moved to accept Nisqually Towing. Randy seconded, motion carried.**

Kevin asked when we would do the next Newsletter and suggested an article on the lack of progress of the City of Lacey project. People can sign up for email updates with the City.

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

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

Darrol moved to vacate Executive Session, and to accept actions that were discussed in executive session, Kevin seconded. Motion carried. Recording turned on.

Randy moved to adjourn, Peter seconded. Adjourned at 7:20 p.m.

Submitted By:
Pam Dittloff, Secretary