

Capitol City Golf Club Estates Board of Trustees Meeting
June 18, 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 6:00 p.m.

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

VIS Representatives Present: Scott Roth.

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

Approval of Meeting Minutes: Peter pointed out that there was mistake in the second to last line in the meeting minutes and should be "Board" replacing "God". **Randy moved to approve the Minutes as corrected, Peter seconded, motion carried.**

Treasurer's Report: Randy presented the Report. Income for May shows net loss of \$6,417 as net income from Fees or Fines as posted. Budgeted income was for \$ 697 and Expenses were projected to be (\$10,926) so we were technically \$5,000 under budget. Year to date through May are showing a net profit of \$1,062 vs \$3,700 budgeted.

Receivables summary: Total of \$49,225 due from 35 accounts, a decrease of \$1,100 from April but still down \$10,000 from the \$53,500 at end of January. Ten are from \$1,055 to \$9,152 representing \$42,000 or about 84% of receivables, three are at attorney and liened, six are in small claims and also liened. Of the 12 between \$160 and \$980 three are on payment plans, one is in bankruptcy, and one is liened. Eleven remaining accounts owe less than \$100.

Balance Sheet: * VIS is in the process of transferring our bank accounts from US Bank to Pacific Premier Bank (PPB). Balances in the two new accounts (Operating-\$71,161 and Reserve-\$18,887) are lumped into Total Reserve Line in the current VIS statement.

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

Committee Reports:

a) Architectural Control Committee: Larry reported that a couple of ACC applications have taken a week or so to get to the Committee. Scott stated that when they are received they go into a queue and get routed through their system.

b) Compliance Committee: Darrol reported that Kathleen did a drive around and others are doing informal walk arounds. Hope to get back to Committee drive arounds next month.

c) Roads/Signs: Lacey Utility construction is continuing on Ruddell Road. They will be moving East to West. The two phases may overlap.

d) Ad Hoc CCR & Bylaw Re-write and Enforcement Policy: Status quo. Waiting for Barker/Martin and the Golf Course.

Old Business:

a) City of Lacey Updates: Any questions by members, direct their calls to the City.

b) Street Sweeping: We will sweep Phase 2 only (area to the West as defined by City Utility Project). Review proposals from Pro-Vac and Quality Parking Services. Discussion followed. Pro-Vac's proposal was more inclusive of the work to be done. **Randy made a motion that we accept the proposal from Pro-Vac, Peter seconded. Motion carried.** Also, discussed painting the "Stop" on Cotton near the intersection of East Sarazen. This will be done July 2 and the paint will be white.

c) Bulletin Board: The first Bulletin Board will be placed on the Phase 2 side. We will be requesting to erect the Bulletin Board on the Golf Course property near Lot 214. The second Bulletin Board will be placed on the Phase 1 side after the water and sewer project is completed on a site yet to be selected.

New Business:

a) Updated Reserve Study: Reviewed proposal from Association Reserves. We'll be in a better position after the Utilities Projects are complete as we will be receiving a refund of some of our funds paid to the City for drainage corrections. We don't need to have a Site visit. **Randy made a motion to accept the Reserve Study Update without a site visit, Peter seconded. Motion carried.**

Next Meeting: July 16, 2020, 6:00 PM, at VIS Group, INC. or ZOOM.

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

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

Randy moved to adjourn, Darol seconded. Adjourned at 6:54 p.m.

Submitted By:

Pam Dittloff, Secretary