

**Capitol City Golf Club EA  
Budget Evaluation Report**

**Income**

| Revenue                                 | 2023 CCGC Annual Budget | 2024 CCGC Annual Budget | \$ Change Current Vs Projection | YTD Actual          |
|---|-------------------------|-------------------------|---------------------------------|---------------------|
| 300000 Regular Assessment               | \$136,320.00            | \$136,320.00            | \$0.00                          | \$136,320.00        |
| 300200 Fines and Penalties              | \$3,750.00              | \$0.00                  | (\$3,750.00)                    | \$13,237.50         |
| 300400 Legal Fees (Passed on to Owners) | \$7,500.00              | \$7,500.00              | \$0.00                          | \$7,967.35          |
| <b>Total Revenue</b>                    | <b>\$147,570.00</b>     | <b>\$143,820.00</b>     | <b>(\$3,750.00)</b>             | <b>\$157,524.85</b> |
| <b>Total Income</b>                     | <b>\$147,570.00</b>     | <b>\$143,820.00</b>     | <b>(\$3,750.00)</b>             | <b>\$157,524.85</b> |

**Expense**

**Administrative Expenses**

|  | 2023 CCGC Annual Budget | 2024 CCGC Annual Budget | \$ Change Current Vs Projection | YTD Actual        |
|--|-------------------------|-------------------------|---------------------------------|-------------------|
| 400100 Base Supply Fee - Excluding Postage | \$4,207.24              | \$4,417.60              | \$210.36                        | \$3,483.63        |
| 400200 Postage                             | \$3,500.00              | \$3,500.00              | \$0.00                          | \$2,452.80        |
| 400300 Mileage Costs                       | \$150.00                | \$150.00                | \$0.00                          | \$64.89           |
| <b>Total Administrative Expenses</b>       | <b>\$7,857.24</b>       | <b>\$8,067.60</b>       | <b>\$210.36</b>                 | <b>\$6,001.32</b> |

**Community**

|                             | 2023 CCGC Annual Budget | 2024 CCGC Annual Budget | \$ Change Current Vs Projection | YTD Actual        |
|-----------------------------|-------------------------|-------------------------|---------------------------------|-------------------|
| 400056 Community Enrichment | \$3,500.00              | \$7,000.00              | \$3,500.00                      | \$3,552.99        |
| 400975 Website Service      | \$4,000.00              | \$5,000.00              | \$1,000.00                      | \$2,964.73        |
| 402100 HOA Meeting Expenses | \$750.00                | \$750.00                | \$0.00                          | \$212.00          |
| <b>Total Community</b>      | <b>\$8,250.00</b>       | <b>\$12,750.00</b>      | <b>\$4,500.00</b>               | <b>\$6,729.72</b> |

**Insurance**

|                        | 2023 CCGC Annual Budget | 2024 CCGC Annual Budget | \$ Change Current Vs Projection | YTD Actual        |
|------------------------|-------------------------|-------------------------|---------------------------------|-------------------|
| 400700 Insurance       | \$4,370.00              | \$4,580.00              | \$210.00                        | \$3,400.88        |
| <b>Total Insurance</b> | <b>\$4,370.00</b>       | <b>\$4,580.00</b>       | <b>\$210.00</b>                 | <b>\$3,400.88</b> |

**Landscaping**

|                                   | 2023 CCGC Annual Budget | 2024 CCGC Annual Budget | \$ Change Current Vs Projection | YTD Actual        |
|-----------------------------------|-------------------------|-------------------------|---------------------------------|-------------------|
| 401200 Landscaping (Non-contract) | \$500.00                | \$750.00                | \$250.00                        | \$1,116.81        |
| <b>Total Landscaping</b>          | <b>\$500.00</b>         | <b>\$750.00</b>         | <b>\$250.00</b>                 | <b>\$1,116.81</b> |

**Legal/Collection**

|                               | 2023 CCGC Annual Budget | 2024 CCGC Annual Budget | \$ Change Current Vs Projection | YTD Actual         |
|-------------------------------|-------------------------|-------------------------|---------------------------------|--------------------|
| 400500 Legal - General        | \$6,000.00              | \$4,000.00              | (\$2,000.00)                    | \$1,286.50         |
| 400600 Legal - Collections    | \$10,000.00             | \$7,500.00              | (\$2,500.00)                    | \$7,967.35         |
| 401700 Bad Debt/Write-offs    | \$5,000.00              | \$6,000.00              | \$1,000.00                      | \$6,670.00         |
| <b>Total Legal/Collection</b> | <b>\$21,000.00</b>      | <b>\$17,500.00</b>      | <b>(\$3,500.00)</b>             | <b>\$15,923.85</b> |

**Management**

|                                    | 2023 CCGC Annual Budget | 2024 CCGC Annual Budget | \$ Change Current Vs Projection | YTD Actual         |
|------------------------------------|-------------------------|-------------------------|---------------------------------|--------------------|
| 400000 Association Management Fees | \$30,794.71             | \$32,849.21             | \$2,054.50                      | \$26,100.67        |
| 400810 Compliance Processing Fee   | \$250.00                | \$0.00                  | (\$250.00)                      | \$0.00             |
| <b>Total Management</b>            | <b>\$31,044.71</b>      | <b>\$32,849.21</b>      | <b>\$1,804.50</b>               | <b>\$26,100.67</b> |

**Capitol City Golf Club EA  
Budget Evaluation Report**

| <b>Repairs/Maintenance</b>                | <b>2023 CCGC Annual Budget</b> | <b>2024 CCGC Annual Budget</b> | <b>\$ Change Current Vs Projection</b> | <b>YTD Actual</b>   |
|---|--------------------------------|--------------------------------|--|---------------------|
| 401000 Maintenance (Common Areas)         | \$1,200.00                     | \$2,000.00                     | \$800.00                               | \$0.00              |
| 402920 Maintenance-Speed Bump Maintenance | \$10,000.00                    | \$4,000.00                     | (\$6,000.00)                           | \$15,247.88         |
| 402930 Maintenance-Mailbox                | \$2,100.00                     | \$1,700.00                     | (\$400.00)                             | \$328.50            |
| 402940 Maintenance-Street Sweeping        | \$1,200.00                     | \$1,800.00                     | \$600.00                               | \$0.00              |
| 402950 Maintenance-Drain Cleaning         | \$9,000.00                     | \$6,500.00                     | (\$2,500.00)                           | \$45,771.00         |
| 402960 Maintenance-Sign Maintenance       | \$7,250.00                     | \$7,000.00                     | (\$250.00)                             | \$403.42            |
| <b>Total Repairs/Maintenance</b>          | <b>\$30,750.00</b>             | <b>\$23,000.00</b>             | <b>(\$7,750.00)</b>                    | <b>\$61,750.80</b>  |
| <b>Reserve Funds</b>                      | <b>2023 CCGC Annual Budget</b> | <b>2024 CCGC Annual Budget</b> | <b>\$ Change Current Vs Projection</b> | <b>YTD Actual</b>   |
| 401400 Reserve Contributions              | \$23,000.00                    | \$27,500.00                    | \$4,500.00                             | \$17,250.03         |
| 401500 Reserve Study                      | \$900.00                       | \$900.00                       | \$0.00                                 | \$800.00            |
| <b>Total Reserve Funds</b>                | <b>\$23,900.00</b>             | <b>\$28,400.00</b>             | <b>\$4,500.00</b>                      | <b>\$18,050.03</b>  |
| <b>Tax and Audit</b>                      | <b>2023 CCGC Annual Budget</b> | <b>2024 CCGC Annual Budget</b> | <b>\$ Change Current Vs Projection</b> | <b>YTD Actual</b>   |
| 400400 Audit and Tax Return               | \$2,600.00                     | \$2,700.00                     | \$100.00                               | \$2,700.00          |
| <b>Total Tax and Audit</b>                | <b>\$2,600.00</b>              | <b>\$2,700.00</b>              | <b>\$100.00</b>                        | <b>\$2,700.00</b>   |
| <b>Taxes &amp; licenses</b>               | <b>2023 CCGC Annual Budget</b> | <b>2024 CCGC Annual Budget</b> | <b>\$ Change Current Vs Projection</b> | <b>YTD Actual</b>   |
| 400450 Taxes                              | \$3,800.00                     | \$2,000.00                     | (\$1,800.00)                           | \$0.00              |
| 400800 Licenses and Permits               | \$20.00                        | \$20.00                        | \$0.00                                 | \$20.35             |
| <b>Total Taxes &amp; licenses</b>         | <b>\$3,820.00</b>              | <b>\$2,020.00</b>              | <b>(\$1,800.00)</b>                    | <b>\$20.35</b>      |
| <b>Utilities</b>                          | <b>2023 CCGC Annual Budget</b> | <b>2024 CCGC Annual Budget</b> | <b>\$ Change Current Vs Projection</b> | <b>YTD Actual</b>   |
| 400920 Electricity                        | \$10,600.00                    | \$10,800.00                    | \$200.00                               | \$8,441.46          |
| <b>Total Utilities</b>                    | <b>\$10,600.00</b>             | <b>\$10,800.00</b>             | <b>\$200.00</b>                        | <b>\$8,441.46</b>   |
| <b>Total Expense</b>                      | <b>\$144,691.95</b>            | <b>\$143,416.81</b>            | <b>(\$1,275.14)</b>                    | <b>\$150,235.89</b> |

## Assessment and Reserve Funding Disclosure Summary

### Capitol City Golf Club Estates, Olympia

For Fiscal Year Beginning: 1/1/2024

# of units: 426

|                          |              |                          |            |
|--------------------------|--------------|--------------------------|------------|
| 1) Budgeted Amounts:     | <b>Total</b> | <b>Average Per Unit*</b> |            |
| Reserve Contributions:   | \$2,291.67   | \$5.38                   |            |
| Total Assessment Income: | \$11,360.00  | \$26.67                  | per: Month |

|                         |              |                          |            |
|-------------------------|--------------|--------------------------|------------|
| Recommended Amounts:    | <b>Total</b> | <b>Average Per Unit*</b> |            |
| Reserve Contributions:  | \$5,000.00   | \$11.74                  | per: Month |
| Funding Plan Objective: | Full Funding |                          |            |

2) Additional assessments that have already been scheduled to be imposed or charged, regardless of the purpose, if they have been approved by the board and/or members:

| Year | Total Amount Per Unit* | Purpose |
|------|------------------------|---------|
|------|------------------------|---------|

Total: \$0.00

3) Based on the most recent Reserve Study and other information available to the Board of Directors, at this point in time does it appear that currently projected Reserve account balances will be sufficient at the end of each year to meet the association's obligation for repair and/or replacement of major components during the next 30 years? **Yes**

4) If the answer to #3 is no, what additional assessments or other contributions/loans to Reserves would be necessary to ensure that sufficient Reserve Funds will be available each year during the next 30 years?

| Approximate Fiscal Year Assessment Will Be Due | Average Total Amount Per Unit* |
|--|--------------------------------|
|  |                                |
|  |                                |
|  |                                |
|  |                                |
|  |                                |

Total: \$0.00

5) All major components appropriate for Reserve Funding (components that are a common area maintenance responsibility with a limited life expectancy and predictable remaining useful life, above a minimum threshold cost of significance) are included in this Reserve Funding Plan: **Yes**

|   |           |
|---|-----------|
| 6) All computations/disclosures are based on the fiscal year start date of: | 1/1/2024  |
| Fully Funded Balance based on RCW definitions:                              | \$211,621 |
| Projected Reserve Fund Balance:   | \$306,026 |
| Percent Funded:   | 144.6 %   |
| Reserve Deficit (surplus) on a mathematical avg-per-unit* basis:            | (\$229)   |

From the 8/18/2023 Reserve Study by Association Reserves and any minor changes since that date.

The Reserve Study meets the requirements of RCW 64.90.550

\* If assessments vary by the size or type of unit, allocate as noted within your Governing Documents.

7) See attached 30-yr Summary Table, showing the projected Reserve Funding Plan, Reserve Balance, Percent Funded, and assumptions for interest and inflation.

**Prepared by: Switzel Fullante**

**Date: 10/24/2023**

*The financial representations at the time of preparation are based on the Reserve Study for the fiscal year shown at the top of this page and the best estimates of the preparer. These estimates should be expected to change from year to year. Some information on this form has been provided to Association Reserves, and has not been independently verified.*

# 30-Year Reserve Projections as Recommended in Reserve Study

30110-7

Fiscal Year Start: 1/1/2024

Interest: 1.00 %

Inflation: 3.00 %

Reserve Fund Strength: as-of Fiscal Year Start Date

Projected Reserve Balance Changes

| Year | Starting Reserve Balance | Fully Funded Balance | Percent Funded | Special Assmt Risk | % Increase In Annual Reserve Funding | Reserve Funding | Loan or Special Assmts | Interest Income | Reserve Expenses |
|------|--------------------------|----------------------|----------------|--------------------|--------------------------------------|-----------------|------------------------|-----------------|------------------|
|      |                          |                      |                |                    |                                      |                 |                        |                 |                  |
| 2024 | \$306,026                | \$211,621            | 144.6 %        | Low                | 160.87 %                             | \$60,000        | \$0                    | \$3,376         | \$0              |
| 2025 | \$369,402                | \$268,270            | 137.7 %        | Low                | 3.00 %                               | \$61,800        | \$0                    | \$4,021         | \$0              |
| 2026 | \$435,223                | \$328,128            | 132.6 %        | Low                | 3.00 %                               | \$63,654        | \$0                    | \$4,692         | \$0              |
| 2027 | \$503,569                | \$391,337            | 128.7 %        | Low                | 3.00 %                               | \$65,564        | \$0                    | \$4,908         | \$95,614         |
| 2028 | \$478,427                | \$359,560            | 133.1 %        | Low                | 3.00 %                               | \$67,531        | \$0                    | \$5,145         | \$0              |
| 2029 | \$551,103                | \$426,961            | 129.1 %        | Low                | 3.00 %                               | \$69,556        | \$0                    | \$5,886         | \$0              |
| 2030 | \$626,546                | \$498,082            | 125.8 %        | Low                | 3.00 %                               | \$71,643        | \$0                    | \$6,654         | \$0              |
| 2031 | \$704,843                | \$573,086            | 123.0 %        | Low                | 3.00 %                               | \$73,792        | \$0                    | \$6,703         | \$149,061        |
| 2032 | \$636,277                | \$498,610            | 127.6 %        | Low                | 3.00 %                               | \$76,006        | \$0                    | \$6,774         | \$0              |
| 2033 | \$719,057                | \$577,288            | 124.6 %        | Low                | 3.00 %                               | \$78,286        | \$0                    | \$7,617         | \$0              |
| 2034 | \$804,960                | \$660,238            | 121.9 %        | Low                | 3.00 %                               | \$80,635        | \$0                    | \$8,492         | \$0              |
| 2035 | \$894,087                | \$747,645            | 119.6 %        | Low                | 3.00 %                               | \$83,054        | \$0                    | \$9,399         | \$0              |
| 2036 | \$986,540                | \$839,703            | 117.5 %        | Low                | 3.00 %                               | \$85,546        | \$0                    | \$10,340        | \$0              |
| 2037 | \$1,082,426              | \$936,611            | 115.6 %        | Low                | 3.00 %                               | \$88,112        | \$0                    | \$11,207        | \$21,808         |
| 2038 | \$1,159,938              | \$1,016,116          | 114.2 %        | Low                | 3.00 %                               | \$90,755        | \$0                    | \$12,109        | \$0              |
| 2039 | \$1,262,802              | \$1,122,684          | 112.5 %        | Low                | 3.00 %                               | \$93,478        | \$0                    | \$13,156        | \$0              |
| 2040 | \$1,369,435              | \$1,234,732          | 110.9 %        | Low                | 3.00 %                               | \$96,282        | \$0                    | \$14,241        | \$0              |
| 2041 | \$1,479,959              | \$1,352,492          | 109.4 %        | Low                | 3.00 %                               | \$99,171        | \$0                    | \$14,360        | \$200,325        |
| 2042 | \$1,393,164              | \$1,269,872          | 109.7 %        | Low                | 3.00 %                               | \$102,146       | \$0                    | \$14,509        | \$0              |
| 2043 | \$1,509,819              | \$1,393,602          | 108.3 %        | Low                | 3.00 %                               | \$105,210       | \$0                    | \$15,696        | \$0              |
| 2044 | \$1,630,725              | \$1,523,613          | 107.0 %        | Low                | 3.00 %                               | \$108,367       | \$0                    | \$16,927        | \$0              |
| 2045 | \$1,756,018              | \$1,660,170          | 105.8 %        | Low                | 3.00 %                               | \$111,618       | \$0                    | \$18,202        | \$0              |
| 2046 | \$1,885,837              | \$1,803,550          | 104.6 %        | Low                | 3.00 %                               | \$114,966       | \$0                    | \$19,523        | \$0              |
| 2047 | \$2,020,326              | \$1,954,038          | 103.4 %        | Low                | 3.00 %                               | \$118,415       | \$0                    | \$19,957        | \$185,912        |
| 2048 | \$1,972,787              | \$1,920,443          | 102.7 %        | Low                | 3.00 %                               | \$121,968       | \$0                    | \$20,431        | \$0              |
| 2049 | \$2,115,185              | \$2,080,308          | 101.7 %        | Low                | 3.00 %                               | \$125,627       | \$0                    | \$21,880        | \$0              |
| 2050 | \$2,262,692              | \$2,248,036          | 100.7 %        | Low                | 3.00 %                               | \$129,395       | \$0                    | \$23,381        | \$0              |
| 2051 | \$2,415,468              | \$2,423,956          | 99.6 %         | Low                | 3.00 %                               | \$133,277       | \$0                    | \$23,583        | \$269,220        |
| 2052 | \$2,303,108              | \$2,331,110          | 98.8 %         | Low                | 3.00 %                               | \$137,276       | \$0                    | \$23,826        | \$0              |
| 2053 | \$2,464,211              | \$2,516,129          | 97.9 %         | Low                | 3.00 %                               | \$141,394       | \$0                    | \$25,466        | \$0              |

# 30-Year Reserve Projections at Board of Directors Budgeted Rate

30110-7

|   |  |  |  |                                   |  |                   |  |  |  |
|---|--|--|--|-----------------------------------|--|-------------------|--|--|--|
| Fiscal Year Start: 1/1/2024                         |  |  |  | Interest: 1.00 %                  |  | Inflation: 3.00 % |  |  |  |
| Reserve Fund Strength: as-of Fiscal Year Start Date |  |  |  | Projected Reserve Balance Changes |  |                   |  |  |  |

| Year | Starting Reserve Balance | Fully Funded Balance | Percent Funded | Special Assmt Risk | % Increase                |                 | Loan or Special Assmts | Interest Income | Reserve Expenses |
|------|--------------------------|----------------------|----------------|--------------------|---------------------------|-----------------|------------------------|-----------------|------------------|
|      |                          |                      |                |                    | In Annual Reserve Funding | Reserve Funding |                        |                 |                  |
| 2024 | \$306,026                | \$211,621            | 144.6 %        | Low                | 19.57 %                   | \$27,500        | \$0                    | \$3,212         | \$0              |
| 2025 | \$336,739                | \$268,270            | 125.5 %        | Low                | 3.00 %                    | \$28,325        | \$0                    | \$3,525         | \$0              |
| 2026 | \$368,589                | \$328,128            | 112.3 %        | Low                | 3.00 %                    | \$29,175        | \$0                    | \$3,849         | \$0              |
| 2027 | \$401,613                | \$391,337            | 102.6 %        | Low                | 3.00 %                    | \$30,050        | \$0                    | \$3,705         | \$95,614         |
| 2028 | \$339,755                | \$359,560            | 94.5 %         | Low                | 3.00 %                    | \$30,952        | \$0                    | \$3,569         | \$0              |
| 2029 | \$374,275                | \$426,961            | 87.7 %         | Low                | 3.00 %                    | \$31,880        | \$0                    | \$3,920         | \$0              |
| 2030 | \$410,075                | \$498,082            | 82.3 %         | Low                | 3.00 %                    | \$32,836        | \$0                    | \$4,285         | \$0              |
| 2031 | \$447,196                | \$573,086            | 78.0 %         | Low                | 3.00 %                    | \$33,822        | \$0                    | \$3,914         | \$149,061        |
| 2032 | \$335,871                | \$498,610            | 67.4 %         | Medium             | 3.00 %                    | \$34,836        | \$0                    | \$3,549         | \$0              |
| 2033 | \$374,256                | \$577,288            | 64.8 %         | Medium             | 3.00 %                    | \$35,881        | \$0                    | \$3,940         | \$0              |
| 2034 | \$414,077                | \$660,238            | 62.7 %         | Medium             | 3.00 %                    | \$36,958        | \$0                    | \$4,345         | \$0              |
| 2035 | \$455,381                | \$747,645            | 60.9 %         | Medium             | 3.00 %                    | \$38,066        | \$0                    | \$4,766         | \$0              |
| 2036 | \$498,213                | \$839,703            | 59.3 %         | Medium             | 3.00 %                    | \$39,208        | \$0                    | \$5,202         | \$0              |
| 2037 | \$542,624                | \$936,611            | 57.9 %         | Medium             | 3.00 %                    | \$40,385        | \$0                    | \$5,544         | \$21,808         |
| 2038 | \$566,745                | \$1,016,116          | 55.8 %         | Medium             | 3.00 %                    | \$41,596        | \$0                    | \$5,902         | \$0              |
| 2039 | \$614,244                | \$1,122,684          | 54.7 %         | Medium             | 3.00 %                    | \$42,844        | \$0                    | \$6,386         | \$0              |
| 2040 | \$663,474                | \$1,234,732          | 53.7 %         | Medium             | 3.00 %                    | \$44,129        | \$0                    | \$6,887         | \$0              |
| 2041 | \$714,490                | \$1,352,492          | 52.8 %         | Medium             | 3.00 %                    | \$45,453        | \$0                    | \$6,400         | \$200,325        |
| 2042 | \$566,018                | \$1,269,872          | 44.6 %         | Medium             | 3.00 %                    | \$46,817        | \$0                    | \$5,921         | \$0              |
| 2043 | \$618,757                | \$1,393,602          | 44.4 %         | Medium             | 3.00 %                    | \$48,221        | \$0                    | \$6,458         | \$0              |
| 2044 | \$673,436                | \$1,523,613          | 44.2 %         | Medium             | 3.00 %                    | \$49,668        | \$0                    | \$7,015         | \$0              |
| 2045 | \$730,119                | \$1,660,170          | 44.0 %         | Medium             | 3.00 %                    | \$51,158        | \$0                    | \$7,592         | \$0              |
| 2046 | \$788,869                | \$1,803,550          | 43.7 %         | Medium             | 3.00 %                    | \$52,693        | \$0                    | \$8,190         | \$0              |
| 2047 | \$849,752                | \$1,954,038          | 43.5 %         | Medium             | 3.00 %                    | \$54,274        | \$0                    | \$7,875         | \$185,912        |
| 2048 | \$725,989                | \$1,920,443          | 37.8 %         | Medium             | 3.00 %                    | \$55,902        | \$0                    | \$7,574         | \$0              |
| 2049 | \$789,465                | \$2,080,308          | 37.9 %         | Medium             | 3.00 %                    | \$57,579        | \$0                    | \$8,220         | \$0              |
| 2050 | \$855,264                | \$2,248,036          | 38.0 %         | Medium             | 3.00 %                    | \$59,306        | \$0                    | \$8,890         | \$0              |
| 2051 | \$923,460                | \$2,423,956          | 38.1 %         | Medium             | 3.00 %                    | \$61,086        | \$0                    | \$8,232         | \$269,220        |
| 2052 | \$723,557                | \$2,331,110          | 31.0 %         | Medium             | 3.00 %                    | \$62,918        | \$0                    | \$7,585         | \$0              |
| 2053 | \$794,060                | \$2,516,129          | 31.6 %         | Medium             | 3.00 %                    | \$64,806        | \$0                    | \$8,303         | \$0              |

**Capitol City Golf Club Estates Annual Meeting**  
**November 16, 2022, Jacob Smith House**  
**6:00 pm**  
**MINUTES**

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

**VIS Representatives Present:** Scott Roth, Kathleen Noffsinger.

**Present:** There were 23 voting members and 19 proxies.

**President Larry Dittloff called the meeting to order at 6:01 p.m. There was a quorum of 42 members, the Board had a quorum. The Notice is Proof of Meeting of filing Waiver.**

**President Dittloff introduced the Board, Darrol Steiner VP, Randy Luke Treasurer, Pam Dittloff, Secretary, Peter Sweet BM, and VIS Representatives Scott Roth, VIS Manager, and Kathleen Noffinger, VIS Asst Manager.**

**President Dittloff acknowledged Maureen Meade, Steve Bradley, Gabriel Robinson, and Naomi Obie for their work on behalf of the Association.**

**President's Address:** Larry gave the following accomplishments of the last year and goals for 2023.

The Audit was completed by Newman CPA In January. We added 2 speed bumps during the City project. Two street lights were installed in critical areas. We finally clarified Armour Street vs. Armour Drive and have installed the correct signs. We did snow removal and plan to do again as needed. There are at least 40 driveways that are in need of repair because of their age. We certified 360 Concrete as a vendor.

Maureen Meade and I worked on a new logo and website with a more modern look and context. We awarded our first Lawn of the Quarter to a property on St. Andrews. We will award the next Lawn of the Quarter this winter. We are open for nominations. In June we created an Ad Hoc Committee to look at accepted Color Palette with a better definition. There is a variety of colors and we can get a discount for Behr paint.

We had the mailboxes cleaned. We didn't pump the catch basins because it wasn't needed because of the City of Lacey project but it will be done next year. City of Lacey completed their project but they are still working with a homeowner on 65<sup>th</sup>.

We had low attendance to the Mixer, those who attended had a good time. We will look at distributing flyers next year to all homeowners to increase attendance.

Article 7 of the new Declarations gave us the ability to go on a lot that has not been cared for with overgrown trees, bushes, blackberries, etc. We had complaints on two lots which also had rats. We had those cleaned up and the neighbors thought that was great.

There was a drainage issue on Lot 98 during the heavy rain which we are looking into. We replaced the Neighborhood Watch signs that were missing or damaged. We are extending the contract with VIS.

In December we will have the streets swept. We will be adding three speed bumps next year. We will put in a grant to the City to help cover the cost for the Bulletin Board on the East side of CCGCE. We had received a grant this year for a moveable speed indicator but decided the speed bumps were working better than Speed Visual Signs. Discussion followed where the speed bumps would be placed. We will be painting the speed bumps.

- **2023 Objectives:**

- Install three new Speed bumps
- Install Bulletin Board on East side/City Grant
- Paint all Street Bumps
- Pump all catch basins
- Contractor to trim around Mailbox areas
- Sweep Streets
- Plow Streets if necessary
- Review all signs/Street Lights
- Lawn Policy
- Paint Policy
- Community Event YTD
- Budget with no increase in Dues, again
- Audit
- Clean Mailboxes
- Uniform and consistent enforcement of Declarations as they are written and approved

**Committee Reports:**

**Architectural Control Committee:** Kevin sent his apologies for his absence. He had a scheduling conflict tonight.

To all HOA members,

Thank you for allowing me to serve in the capacity as a Board Trustee and as the HOA ACC Chair.

My hope is that I have served you all well this past year and that you will allow me to continue for the remainder of my term.

This past year, we have had a total of 266 ACC applications of which 231 have been approved with 34 being rejected, (some later approved with modification). There is only 1 awaiting approval to which I now have information on the roofing color and intend on approval as soon as it is possible to do so.

Of the approved applications, there have been projects of landscaping, tree removals, fence builds (including the new 6' tall type), house painting, roofing, and gutter replacement, shed building, new siding installs, temporary carports, landscape lighting, general house maintenance, new entry doors, windows, and garage door installs, new driveways, and the like. Including installing solar panels. More importantly, Lot #51 (our last available lot) is currently having a new house built on it.

I and the committee members are doing our utmost to move all applications through the process for approval as quickly as possible. We are happy to see the homeowners take such great care to maintain and improve their residences. It is in keeping with the property values as a community.

Thank you for your confidence and approval to hold these positions.

I would also like to thank the other members of the ACC for their dedication and efforts to make hard decisions that help maintain or increase our property values that are of benefit to us all.

**Compliance Committee:** Darrol Steiner reported:

COMPLIANCE is for the attractiveness and the property values of our CCGCE...all working together to make our neighborhood desirable and seen by others as “a place where I would like to live”. We have seen a number of lots sold in this past year, with the prices on the increase. So, I say “thank you too all for doing your part and for being an active member of our community” here at CCGCE.

We have been involved in a massive upgrade that includes all of our 400+ lots...inclusion of sewer hook-ups to improve the quality of our groundwater environment; replacement of our aging 1960's water lines; and roads that will add to our overall appearance. This temporary “MESS” will add immensely to our overall attractiveness and values—thanks for your continued adjustments needed to accommodate the construction necessary to complete this project.

Your Board of Trustees do have your interest at heart and attempt to be reasonable and helpful with compliance issues. (Sometimes we might miss the mark!) Our goal is to continue to see the attractiveness and value of our homes improve, be helpful with our decisions, and to act in a consistent manner. Our goal includes the premise of “COMPLIANCE NOT FINES”, and we encourage all members to feel comfortable in requesting clarity and/or variances to meet those needs. It took the Board about four years to “clean-up and to update the CCR's that you all follow...not an easy project, but now some issues can be handled much more easily. Your recent vote to approve those is greatly appreciated!

Let us continue to grow as a desirable place to live, a place where we can address the total community needs with care and concern for one another, to encourage your Board to serve for the best overall community needs.



By the way...we always need members who are willing to serve on your Board...is that you? Let's talk!!! And let us continue to work together for our wonderful CCGCEs.

**Roads/Signs:** Kevin sent his apologies for his absence. He had a scheduling conflict tonight.

My apologies for my absence. I have a scheduling conflict tonight. To all HOA members, Phase I and Phase II of the sewer, water, storm work has now been complete by the City of Lacey. Though we are complete as the projects are concerned, we are still working through some individual street ponding, water drainage and water catch basin/drywell overflow issues, with the City engineers. They (City of Lacey) may still have to install new catch basins and a new drywell to alleviate some drain issues as well as some road grading to fix problem areas. I and the committee members are staying on top of the current problem areas and taking on any new issues that are being brought to our attention. Projects that has helped in safety and instruction:

- Install new street name signs for clarification
- Install new Neighborhood watch signs
- Replace/install new signposts and straighten up current crooked ones
- Relocate signs for better visibility
- Fix or repair mailboxes that have been knocked over
- Relocated a mailbox and concrete pad to prevent it from been knocked over (USPS approved)
- Install additional speed bumps to slow traffic in high-speed areas
- Install additional street lighting
- Worked with homeowners to control landscaping that inhibits visibility at intersections

I am happy to report that there was a sizeable refund to our HOA for the expenses of our portion of each phase of construction (P1 and P2). As I am personally in the construction business, I believe that we benefitted greatly and at a considerable cost savings, for what the city was willing to install or have installed as part of the contracts on our behalf. We on the committee are doing our best to keep up with all emergency and routine issues of roads and signs. I would like to thank the other committee members for their consistency and constancy in our endeavors to maintain our roads and signs that keep our residents safe.

**Budget Ratification:** The Budget was presented. Discussion followed. Not hearing a motion to disapprove the Budget, the Budget is approved.

**Treasurer's Report:** Randy Luke

Randy gave his background on the Board of Directors (BOD). He was elected to the BOD at the 2016 Annual Meeting and appointed Treasurer. At the beginning of 2018, the priority focused on the need to repair our four miles of roads since last repaving was done in 2010 at a cost of \$300,000. Road repair estimates at the end of 2018 were \$24,000 for a 2-year fix and \$100,000 for a 5 year pave-over. In 2017, the BOD voted to increase dues from \$220 a year (due January 1) to \$320 a year due in two semi-annual payments of \$160 (Jan 1 and July 1) at October, 2018 meeting, effective January 2019. Also, a dedicated line item to be set-up for regular payments (\$100 annually per member from the dues increase) into the Reserve Account which was \$143,000 as of December 2018. Spring 2019 goal was to get estimates to repair roads by the end of Summer, 2019.

July, 2019: City of Lacey presented a proposal to replace the Water and install sewer at CCGCE which meant new roads would be installed. Estimated time period of City of Lacey project was March 2020 to November 2022. Cost Estimate for CCGCE associated responsibility (storm

drains, catch basins, etc.) was \$170,000...which was issued to the City from CCCGE Reserve Account at end of 2019. (Note: This was more than \$100,000 5-year road repaving account.). CCCGE actual costs was about \$135,000, and \$34,000 was returned from the City and deposited in the Reserve Account in October, 2022. Reserve Account balance projected as of December 21, 2022: \$250,000.

Due to inflation costs and possible unexpected expenses (a la speed bump maintenance in 2023) it is recommended we leave the annual assessments as is. There should be no additional increases per the Reserve Study Projections provided.

**Election of Board of Trustees:** We have seven board members and can have nine. Darrol is resigning from the Board with a year left on his term. Cristina Tremper has accepted the appointment to fulfill Darrol's remaining term. No one else stood up for election.

**Open Forum:** Larry read the rules for the Open Forum. Naomi brought up people walking on the Golf Course and that we need cooperation from the Golf Course because this is a safety issue for home owners.

Issues of drainage were discussed. It was reiterated that the CCGCE is against the proposed Airport.

**It was moved to adjourn and seconded. Adjourned at 7:32 p.m.**

Submitted By:  
Pam Dittloff, Secretary







**Capitol City Golf Club Estates  
Board of Trustees Nomination Form**

*There is one opening on the Board of Trustees for the upcoming year. Please write-in the names of individuals that you wish to nominate for the Board of Trustees.*

**Information about You:**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Information about your Nominee(s):**

*(As much information as you are able to provide)*

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

Has Nominee Accepted this Nomination?      Yes                      No

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

Has Nominee Accepted this Nomination?      Yes                      No

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

Has Nominee Accepted this Nomination?      Yes                      No

\_\_\_\_\_  
Owner Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner Signature

\_\_\_\_\_  
Date

Additional copies of this form may be downloaded from the CCGCE/ VIS Website at:  
[www.vismanagement.com](http://www.vismanagement.com). See tab "Forms". Mail completed form to the VIS Address above or e-mail to [info@vismanagement.com](mailto:info@vismanagement.com).