

Capitol City Golf Club Estates Board of Trustees Meeting
August 17, 2023, VIS and Zoom
6:00 pm
MINUTES

Board Members Present: Larry Dittloff, Pam Dittloff, Randy Luke, Peter Sweet, Kevin Rae and Barry Upton

Absent: Christina Tremper.

VIS Representatives Present: Scott Roth.

Members: Present: None.

Quorum declared by President Larry Dittloff.

The meeting was called to order at 6:00 p.m.

Approval of Agenda: Under New Business add A. Budget, B. Annual Meeting, and C. Potential Conversion of single-family lot to multi-family. **Randy motioned to accept the Agenda as amended, Kevin seconded, motion carried.**

Approval of Meeting Minutes for June: Kevin moved to approve the Minutes as corrected, Barry seconded, motion carried.

Treasurer's Report: Randy Luke presented the July 2023 Income Statement and Balance Sheet:

Balance Sheet:

Only significant change from June 2023 Financials is the increase in Accounts Receivable of \$ 15,000 (total \$ 59,392) principally due to the 50 accounts which had not sent in their 2nd half dues by the July cut-off date.

Income Statement

Income of \$71,946 was up **\$2,849** over budget due to fines and late/legal fees collected.

Expenses of \$7,431 was **\$9,695 UNDER** budgeted amount due to fact that Speed Bump Expenses occurred in May and the \$ 5,000 expense was charged in May. Also, we did charge the Audit fees to June for \$ 2,600. Instead of July.

Year-to date **Income** of \$ 164,335 is **up \$21,453 due to fees and fines collected.** **YTD Expenses** are down by **\$10,315** from budget estimate. YTD Net Operating Income is still **up by \$31,768** vs budget due to increase in YTD Revenue and lower expenses noted above.

Our Accounts Receivable balance of **\$59,392 increased** from the June balance of \$ 44,497 mainly due 50 owners who hadn't submitted their 2nd half dues by the end of July.

Because of this, Delinquent accounts increased by 49 accounts to 99 accounts. The one largest account is for \$14,593: the next 8 accounts between \$ 1,345 and \$ 6,978 total about \$ 29,000. 14 accounts from \$ 180 to \$ 925; 50 are for 2nd half dues, and 20- small accounts are between \$ 15 and \$ 90.

Kevin moved to approve the Treasurer's Report as presented, Peter seconded, motion carried.

Committee Reports:

- a) **Architectural Control Committee:** All applications have been approved, several exceptions to paint colors. We have an ACC for solar panels that we be on the street side of the house. Mr. Mack rescinded his request for solar panels because he would have to remove a tree. We have one neighbor to neighbor dispute regarding an attachment to a fence post for a netting which was approved. Kevin will talk with the fence company to see if there is a compromise.
- b) **Compliance:** Larry did a drive around looking at the backyards of lots accessing the golf course with Ambassador Brian. He found that many of the lots from last year's inspection had been improved and there were only a couple that needed attention. The regular drive around was Wednesday, August 16th. With the warm weather, the grass is drying out but not the dandelions which are really standing out. There were quite a few needing care. Since it was Wednesday, there were no can issues. Still monitoring some parking issues. Kevin brought up an issue of dandelions on the golf course. Larry also mentioned some long grass that is a fire hazard. Larry will talk to the golf course.
- c) **Roads/Signs:** A Stop Sign and 3 Way Sign were stolen from Sarazen and West Sarazen. The Stop Sign has been replaced and the 3 Way Sign ordered. The city has a plan to take care of the stormwater problem on Lot 387 on 65th. They are doing their final design and should have approval in 3 weeks. It is a good plan, but they will be doing some excavation and the redoing the asphalt. The cost is all the cities, but the facility will become the HOA's and added to our inventory.

Kevin with help from Barry completed the count of catch basins and dry wells.

Old Business:

- a) **Catch Basin Clean Out:** Kevin met with a representative from Catchall. They have numbered the catch basins on their map. They will only clean the ones that need to be cleaned that are circled on their map. Kevin liked that they would submit required forms to the city and continue maintenance. Discussion followed. The new proposal added 9 catch basins with Catchall. The concern is the amount of money.

Scott showed that we have enough to complete the project. Randy asked for an explanation of how we got in this position. In the past, the catch basins were the only ones cleaned out, not the dry wells. **Kevin made a motion to amend the previous motion to accept the bid from Catchall not to exceed \$40,000 based on the new information, Peter seconded. Motion carried.**

Kevin made a motion to amend the previous accepted Annual Maintenance Agreement to accommodate the new dry well count and increase to \$5,750.50, Randy seconded. Motion carried.

- b) **Open House:** Randy gave an update on the mixer. It was well attended, and we have a prospective Board member. This will be a yearly event.

New Business:

- a) **Budget:** If you have any thoughts, give them to Scott and Larry. Have had a request for a Board Retreat.
- b) **Member Annual Meeting:** It is scheduled for November 16 at the Jacob Smith House.
- c) **Potential Conversion of single-family lot to multi-family:** A Builder ask Kevin to bring this to the Board. Could a person buy an existing single-family lot and replace the building with a multi-family structure and sale as condo's? Discussion followed. This is against our Declarations and you would also have to amend the plat. It would be a long and expensive project and the Board was not interested.

Next Meeting: The meeting will be September 21, 2023, 6:00 pm. at VIS and Zoom.

Executive Session: Barry moved to go into Executive Session at 6:44 p.m., Peter, seconded. Motion carried. Recording turned off.

Randy moved to vacate Executive Session at 7:18 p.m., Barry seconded. Motion carried. Recording turned on.

Randy moved to act upon the three variance requests, one collection, one extension, one account adjustment and one compliance approvals discussed in Executive Session, Peter seconded. Motion carried.

Other Business:

Kevin moved to adjourn, Barry seconded. Adjourned at 7:19 p.m.

Submitted By:

Pam Dittloff, Secretary