

Capitol City Golf Club Estates Board of Trustees Meeting
February 15, 2024, VIS and Zoom
6:00 pm
MINUTES

Board Members Present: Larry Dittloff, Pam Dittloff, Peter Sweet, Randy Luke, Kevin Rae, Andrea Thomson and Natalie Coleman.

VIS Representatives Present: Scott Roth.

Members Present: Christina Brown

Open Forum: Christina Brown wanted to address her Variance Request on parking a trailer in her cut-out. The Board advised her that she would need to park the trailer in the adjacent parking spot. She can park a car in the cut-out.

Quorum declared by President Larry Dittloff.
Larry called the meeting to order at 6:10 p.m.

Approval of Agenda: Randy motioned to accept the Agenda as presented, Natalie seconded, motion carried.

Approval of Meeting Minutes for December: Kevin moved to approve the Minutes as presented, Andrea seconded, motion carried.

Treasurer's Report: Randy Luke presented the January 31, 2024 Income Statement and Balance Sheet:

Balance Sheet:

Operating funds increased by \$18,000 from December 2023. Net Income increased \$ 26,000 from December's Balance Sheet Report. Retained earnings increased to \$461,834 from \$426,891 in December and this reflects an increase of OVER \$225,000 since December 2021 primarily due to the increase in dues and the cost savings from the Lacey Water and Sewer (and road replacement in 2022). Our Reserve funds account stands at \$308,000, almost double what it was at the end of 2021.

Income Statement

Income of \$70,096 was up \$1,311 over budget due to fines and late/legal fees collected and reflects first half dues accrued. Expenses of \$11,646 was \$1,392 over budgeted amount mainly due to higher Legal Fees (+\$2,000) and Utility Fees posted (+ \$793).

Year-to date Income and Expenses is the same as January figures above. YTD Net Operating Income was right on budget estimate of \$58,500.

Our Accounts Receivable balance of \$59,236 was up about \$8,000 from the December balance of \$51,020 mainly because 45 members had not had their 1st half dues posted by January 31. Delinquent accounts now total 77 accounts. The three largest accounts total \$28,500 or 47.9% of total delinquencies.

Committees:

ACC: Kevin-Chair, Andrea, and Larry

Compliance: Pam-Chair, Natalie, and Larry

Roads & Signs: Kevin-Chair, Randy, and Larry

Communication (Ad Hoc): Randy made a motion to create an Ad Hoc Communication Committee to address all forms of communication. Peter seconded; motion carried. Larry-Chair, Peter and Pam

Committee Reports:

- a) **Architectural Control Committee:** Kevin reported that during the last period, there were applications for fence location, height and variances. He feels the paint colors are getting away from the approved Color Palette. One homeowner is wanting to use James Hardy Prefinished siding that does not come standard in our color palette. Discussion followed with no resolution.
- b) **Compliance:** Larry, Natalie and Pam did the drive around on Tuesday, February 13th. We are starting to look at yard maintenance with the warmer weather, but the snow slowed the growth of lawns. A few cans still being left out. Still a few parking issues and evaluating a fence. Peter stated he will be out of town Monday through Thursday and if he can't find someone to put his cans out, he would need to put them out Monday.
- c) **Roads/Signs:** Dale McNall, 5430 65th SE, sent Larry some drawings for infiltration galleries that could be used on Capitol City drainage issues. He was an Engineer with the State for 31 years. The City has already installed two galleries and is waiting for the weather to finish regarding and sculpting. Kevin redirected and tightened the street sign at Sarazen and 58th. No other sign problems.

Old Business:

- a) **Courtesy Letter:** VIS stated that per RCW 64.38, the entire wording of the Article of the CC&R's referencing the compliance issue be in the notice to the homeowner.
- b) **Additional Street Sweeping:** Larry proposed doing the street sweeping two times a year. Discussion followed. It was agreed that was to go forward,
- c) **City of Lacey Grant:** Scott has submitted for second Bulletin Board. Looking for a location in Phase 1.
- d) **City of Lacey Lot:** The City would like to go forward with tearing down the house and drill a new well on the site. The Community is in need of better water. Our Attorney has stated that we need 67% approval from the membership as well as the Golf Course to

go forward with the project. The City has stated they will initiate an approval process with the Board. No date has been set.

New Business:

- a) **Welcome Committee:** There has been a suggestion that we resurrect the committee. VIS sends a letter when they are notified of a new owner. Discussion followed. Randy and Andrea volunteered to be that committee.

Next Meeting: The meeting will be March 21, 2024, 6:00 pm.

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

Natalie moved to vacate Executive Session, Peter seconded. Motion carried. Recording turned on.

Randy moved to accept two account appeals, Andrea seconded. Motion carried.

Randy moved to accept Variances, Andrea seconded. Motion carried.

Kevin moved to accept one Collection decision, Natalie seconded. Motion carried.

Kevin moved to adjourn, Peter seconded. Adjourned.

Submitted By:

Pam Dittloff, Secretary