

Capitol City Golf Club Estates Board of Trustees Meeting
May 16, 2024, VIS and Zoom
6:00 pm
MINUTES

Open Homeowner Forum:

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

Absent: Kevin Rae.

VIS Representatives Present: Scott Roth.

Homeowners Present: None.

Quorum declared by President Larry Dittloff.

Larry called the meeting to order at 5:37 p.m.

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

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

Treasurer's Report:

Randy presented his analysis of our April 2024 Income Statement and Balance sheet:

Balance Sheet: There were no significant changes to Operating Income, Reserves, or Retained Earnings from those at the end of January, February or March. Income Statement Income of \$3,356 was up \$2,731 over budget due to fines and late/legal fees collected. Expenses of \$6,965 was \$4,288 under budgeted amount mainly due to lower Community, Legal Fees and tax expenses. Year-to date Income was up by \$9,668 and YED Expenses are \$ 8,200 under budgeted amount. YTD Net Operating Income was up by \$17,868. Our Accounts Receivable balance of \$ 54,643 was about the same as the end of March. Delinquent accounts dropped even further to 39 total. The five largest accounts total \$40,500 or 74.4% of total delinquencies.

Randy gave a comparison of May 2017 and now. Under Vantage we had \$107,000 receivables from fines and dues which is cut in half. We have 3 members on payment plans

Natalie motioned to accept the Treasurer's Report as presented, Peter seconded, motion carried.

Committee Reports:

- a) **Architectural Control Committee:** Larry reported all received requests for a project have been approved. He met with one member to clarify the drawing. Committee needs to discuss golf cover. There was a question of a driveway which was replaced without an ACC which was a "like for like".

- b) **Compliance:** Pam reported the drive around was Tuesday, May 14th addressed a few Lawns and will monitor several on the edge next month. We will be concentrating on flower beds and landscaping next month. Only a couple of cans were left out. We have concerns about one of the group homes and maintenance. It was noted that Kevin's yard looked good.
- c) **Roads/Signs:** Received a complaint about a damaged car parked on Sarazen. Larry placed a notice on the car and it was moved. Larry met with the sweeper and gave him a current map. They did a good job.
- d) **Communication Committee:** The committee reviewed the Newsletter. Peter did a great job of proofreading. Lawn of the Quarter will be in the next issue. Newsletter which will go out the end of July to highlight the Mixer. It will be emailed and delivered in person.
- e) **Welcome Committee:** Randy and Andrea met. There are 3 new homeowners in May and 10 since January 2024. Andrea presented 2 baskets and a metal container which she had made a paper sticker with the logo to go on the side. The container was approved. She made a list of the contents of the Welcome Basket to include: Welcome Letter, City of Lacey Newsletter, Website Info Sheet, ACC Form, Violations Appeal Form, Contact Info Sheet, Chicago Title Info Sheets (2), Golf Course Discount Card, Plant, Candle, and Package of Coffee. Larry will get the Welcome Letter to Andrea in the next couple of days. Cost is approximately \$20 per basket. Andrea received a \$50 gift card from Costco which we'll use at the Mixer. Mud Bay will give a basket also. Will finalize in next two weeks.

Old Business:

- a) **Courtesy Letter:** There have been no calls regarding the new letter.
- b) **City of Lacey Grant for Bulletin Board:** Scott applied for and we received the grant from the City in the amount of \$1,812.00 that will pay for part of the new bulleting board. We received a bid for the construction of the new Bulletin Board from St. Clair Contracting Services in the amount of \$3,981.67. Peter made a motion to accept the bid in the amount of \$3,981 from St. Clair Contracting Services, Andrea seconded. Motion carried.
- c) **City of Lacey Lot:** Scott referred this to the Executive Session.
- d) **Speed Bumps Painting:** Kevin getting bid.
- e) **Landscaping around signs:** Haven't found anybody interested.
- f) **Mailbox Cleaning:** Usually done in September. There is a lot of moss on the mailboxes.

New Business:

- a) **Play Area:** Andrea asked about having a play area since there are many young families. The HOA has no community areas and would be dangerous on golf club property.

Next Meeting: The meeting will be June 20, 2024, 6:00 pm. Larry and Pam will be out of the Country.

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

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

Account Adjustment: Natalie moved to accept payment plan, Andrea seconded. Motion carried.

Compliance: Natalie moved to waive fine, keep admin fee, Peter seconded. Motion carried.

Compliance Appeals: Trash Cans. Andrea moved to deny, Natalie seconded. Motion carried.

Account Adjustment: Randy moved to deny, Natalie seconded. Motion carried.

Account Adjustment: No ACC Andrea moved to deny, Randy seconded. Motion carried.

Account Adjustment: Andrea moved to accept payment plan, Peter seconded. Motion carried.

Account Adjustment: Parking. Andrea moved to deny, Natalie seconded. Motion carried.

Natalie moved to adjourn, Randy seconded. Adjourned 7:10 p.m.

Submitted By:

Pam Dittloff, Secretary