

**Capitol City Golf Club Estates Board of Trustees Meeting**  
**April 18, 2024, VIS and Zoom**  
**6:00 pm**  
**MINUTES**

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

**Absent:** Natalie Coleman.

**VIS Representatives Present:** Scott Roth.

**Quorum declared by President Larry Dittloff.**

**Larry called the meeting to order at 5:38 p.m.**

**Members: Present:** Erika Moore.

**Open Forum:** Erika Moore, Questioning trailers and truck parked on golf course behind her mothers house at 5506 66<sup>th</sup> Avenue. They are blocking a gate to the back of her property. Larry will check with Steve at the golf course.

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

**Approval of Meeting Minutes for March:** Randy moved to approve the Minutes as corrected, Andrea seconded, motion carried.

**Treasurer's Report:** Randy presented the March 2024 Treasurer's Report.

Balance Sheet:

There were no significant changes to Operating Income, Reserves, or Retained Earnings from those at the end of January or February.

Income Statement

Income of \$2,725 was up \$2,100 over budget due to fines and late/legal fees collected. Expenses of \$6,081 was \$4,173 under budgeted amount mainly due to lower Community. Legal Fees and utility expenses. .

Year-to date Income was up by \$6,937 and Expenses are \$3,912 under budgeted amount. YTD Net Operating Income was up by \$10,849.

Our Accounts Receivable balance of \$ 56,222 was about the same as the end of March=. Delinquent accounts now are down to 52 accounts including 1 1 for the golf course. The three largest accounts total \$31 ,000 or 55.4% of total delinquencies.

**Kevin motioned to accept the Treasurer's Report as presented, Andrea seconded, motion carried.**

### **Committee Reports:**

- a) **Architectural Control Committee:** Kevin reported he received a request for a project that was completed in 2021. It was a glitch in the program. One other request for roofing previously approved and a fence.
- b) **Compliance:** Pam reported the drive around was last Tuesday. There were a few more cans left out. Beginning to address Lawns and next month we will be looking at flower beds and landscaping.
- c) **Roads/Signs:** A homeowner reported graffiti on a stop sign, Kevin has removed from the back of the sign. Larry said we need to do a second sweeping and paint the humps. Kevin will call Everson. Will have the sweeping done prior to painting. Kevin received a call from Jubilee HOA regarding speed bumps but the Streets are public and they would need to have a 60% approval.
- d) **Communication Committee:** The committee reviewed the website and found there were some missing documents which are now included. Corrected some typos. Next they will review the Newsletter which will go out the end of the month.
- e) **Welcome Committee:** Randy and Andrea met. There are 2 new homeowners in March. Andrea made a spreadsheet of new owners. They will visit owners from January 2024 on. Discussed budget, name badges, a handout to include Local places, and baskets. Looking into sponsors for the baskets.
- f) **The Mixer will be August 7<sup>th</sup>,** which is one day off of National Night Out because of the availability of the tent. We will take flyers door to door again. Charlie Saibel will provide the music. It will be 5:00 to 7:00 p.m. and there will be door prizes.

### **Old Business:**

- a) **Courtesy Letter:** New letter went out this month.
- b) **City of Lacey Grant for Bulletin Board:** Spoke with Steve from the golf course and picked a spot closer to where people walk adjacent to Lot 387 off of 65<sup>th</sup>. Also received a estimate to send to the City.
- c) **City of Lacey Lot:** Larry attended the City of Lacey Council Meeting to ask about a house which is a health hazard. He thanked the City for the \$18 million project. David Schneider, City Attorney, said they will work with the Board for 67% of membership to vacate the house and replat. It was suggested that in that approval we include adopting RCW 64.90.

### **New Business: None**

**Next Meeting: The meeting will be May 16, 2024, 6:00 pm.**

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

**Kevin moved to vacate Executive Session, Randy seconded. Motion carried. Recording turned on at 6:48 p.m.**

**There were no decisions to approve.**

**Kevin moved to adjourn, Peter seconded. Adjourned 6:49 p.m.**

Submitted By:

Pam Dittloff, Secretary