

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

Open Homeowner Forum:

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

Zoom: Natalie Coleman,

Absent: Peter Sweet.

VIS Representatives Present: Scott Roth.

Homeowners Present: None

Quorum declared by President Larry Dittloff.

Larry called the meeting to order at 6:00 pm.

Approval of Agenda: Kevin moved and Randy seconded to accept the Agenda as presented, motion carried.

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

Treasurer's Report:

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

Balance Sheet:

Since 2nd half dues (\$ 68,1600 are due July 1st, and we are on an accrual basis, our Net Income for the month increased by over half which is common for the start or 2nd half of the year. Likewise, our Accounts Receivable balance increased by over \$ 10,000 due to the 39 members (10%) who did not pay on time.

Income Statement

Income of \$ 70,579 reflects 2nd half dues billing plus \$ 1,800 budget due to fines and late/legal fees collected. Expenses of \$ 17,259 was \$ 2,305 **over** budgeted amount mainly due to an extra \$ 1200 for drain cleaning and \$ 1,941 billed this month for street sweeping.

Through the end of July, Year-to date **Income was up by \$ 18,359** and YTD Expenses are \$ 18,712 **under** budgeted amount. YTD Net Operating Income was up **by \$ 42,996**.

Our Accounts Receivable balance of **\$71,834** **was** up \$ 11,000 from the end of June due to the missed 2nd half dues stated above.. Delinquent accounts total increased to 73 from June's 48. The seven largest accounts total \$ 48,723 or 67.8% of total delinquencies

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

Committee Reports:

- a) **Architectural Control Committee:** Kevin reported that all ACC applications have been dealt with. There is a paint color issue, came back with second set of colors. Painted before approval. One roof in question.
- b) **Compliance:** Larry and I drove the golf course to review the maintenance of lots facing the course. We have tagged three, possibly four needing some attention. One other lot is in the process of improving the landscaping. Natalie, Karina, Larry and I did the drive around on Tuesday, August 13th. Many lots are letting the grass go dormant but the dandelions are thriving. Only a few were not keeping the dandelions mowed. In all, things are looking pretty good.
- c) **Roads/Signs:** Received a quote for speed bump painting of \$5,415 from Quality Parking Lot Services, LLC. Discussion followed. Kevin was correct regarding the number of bumps on the West side. Stop sign at Cotton and E. Sarazen will be replaced.

Randy moved to accept the quote from Quality Parking Lot Services, LLC., Andrea seconded, motion carried.

- d) **Communication Committee:** The CC completed the Summer CCGCE HOA Summer Newsletter and VIS disseminated it in a timely fashion so that it reached every household with an ad for the Mixer prior to the August 7, 2024, event.

Near future activities will be a review of the letter that we send with the first fine (Step 2).

The Committee also voiced concern about the absence of Kathleen during the month of July with several ACC's and related items being late or inaccurate.

Discussion followed.

- e) **Welcome Committee:** Randy and Andrea. Lot 253 was the 13th new owner. We did check to see if any new owners had other properties in CCGCE. Baskets ready, labels being made. Will distribute next week.

Old Business:

- a) **City of Lacey Lot:** Scott referred this to the Executive Session.
- b) **Speed Bumps:** Requested on E. Sarazen and Oakmont. No money in the budget this year.
- c) **Mixer:** It was a success again this year even though we only had 71 attendees. One complaint regarding music too loud, couldn't hear people talk. Discussion followed with ideas for next year.
- d) **Like for Like work in Community:** This can be determined on-site by committee members if we are notified. We need convey that the owner needs to notify VIS to create a ticket to attach to account and let the committee know to make a site visit. Discussion followed.

New Business:

- a) **2025 Budget:** Scott is working on and will be presented at the Annual Meeting 11.21.2024. If there is a wish list, let Scott know. Discussion followed. Budget for Welcome Committee. A question was raised about adding street lights.

Next Meeting: The meeting will be September 19, 2024, 6:00 pm.

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

Kevin moved to adjourn Executive Session; Andrea seconded. Motion carried. Recording turned on.

Account adjustment for Like for Like, Kevin moved to reverse all fines, Randy seconded. Motion carried.

Account adjustment: Assessment and fines. Randy moved to deny, Kevin seconded. Motion carried. Will accept payment Plan.

Account adjustment: Andrea moved to waive \$25 and keep admin fee, Kevin seconded. Motion carried.

Account adjustment: Randy moved to waive \$25 and keep admin fee, Andrea seconded. Motion carried.

Account adjustment: Kevin moved to deny, Andrea seconded. Motion carried.

Fine Appeal: Randy moved to deny, Kevin seconded. Motion carried.

Kevin moved to adjourn, Randy seconded. Adjourned.

Kevin thanked everyone for the Mixer and apologized for missing it.

Submitted By:
Pam Dittloff, Secretary