

Capitol City Golf Club Estates Board of Trustees Meeting

December 19, 2024, VIS and Zoom 6:00 pm

MINUTES

Board Members Present: Larry Dittloff, Randy Luke, Nataly Lee, and Andrea Thomson.

Absent: Peter Sweet

VIS Representatives Present: Scott Roth.

Homeowners Present: John Beezley. Drew Robertson expressed frustration about how his previous appeal for removal of late and admin fees was denied with unsatisfactory communication. Will be discussed in Executive Session.

Quorum declared by President Larry Dittloff at 5:59 p.m.

Larry called the meeting to order

Approval of Agenda: Andrea moved and Randy seconded to accept the Agenda, motion carried.

Board appointments: Pam Dittloff and Kevin Rae have resigned from the Board. Randy made a motion to appoint Larry Dittloff as president for a year-long term. Andrea seconded, motion carried. Larry read Peter Sweet's statement in absentia, Larry moved to reappoint Peter to a three-year term, Nataly seconded, motion carried. Larry moved to appoint John Beezley to the board for a three-year term, Randy seconded, motion carried. The board will continue with 6 members and seek a seventh member from the community.

Appointment of board officers: Larry moved to elect Andrea as Vice President for a one-year term, Nataly seconded, motion carried. Larry moved to elect Nataly as Secretary, Andrea seconded, motion carried. Randy spoke on his behalf to be reappointed as association treasurer. Larry moved to reappoint Randy to a three-year term, Andrea seconded, motion carried.

Establishment of committees and committee members:

Larry moved to dissolve the ad-hoc communications committee, Randy seconded, motion carried. Larry moved to establish compliance, communication, architectural control, roads\signs. Andrea seconded, motion carried. Larry moved to appoint Andrea to chair of the Architectural Control Committee, Randy seconded, motion carried. Larry moved to appoint Nataly as the Chair of the Compliance committee, Andrea seconded, motion carried. Larry moved to appoint Peter as chair of the Communications Committee, Andrea seconded, motion carried. Larry moved to appoint himself Chair of the Roads and Signs Committee, Andrea seconded, motion carried. Larry moved to appoint John to the Architectural Control Committee, Andrea seconded, motion carried. Larry moved to appoint Randy and Andrea as co-chairs of the Welcome Committee, Nataly seconded, motion carried.

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

Treasurer's Report: Randy presented his Following analysis of our November 2024 Income Statement and Balance sheet: no significant changes from October. Assets have increased by about \$50,000 from the end of 2023, with a significant portions going into the reserve account. Expenses were lower than budgeted due to no charges for community expenses and no repairs, maintenance, or utility expenses. The year-to-date net operating income is up by \$40,000. There are very few homeowners with major accounts receivables outstanding which is good news. Andrea moved to accept the treasurer's report, John seconded, motion carried.

ACC Report: Oct 12th-Dec 12th 8 submitted, 6 approved, 2 in review

Roads and Signs: Sign post came in for Ruddell and 61st Way, Raeson Construction to install ASAP

*There was a discussion of rumble strips in front of stops signs brought up at previous meetings. Larry and Nataly will address at next compliance drive and bring ideas to the board.

Compliance: minimal issues just long-standing long-term issues with homes that are already with legal. Improvement in trash can compliance since November.

Communications Committee: Declarations will start soon and this is a long process that will benefit from Peter's involvement.

Welcome Committee: 2024 16 new homeowners, 10 have been visited, two are unoccupied. 4 new homes in November to be visited Monday.

Discussion to move the City of Lacey lot discussion to executive session

Randy moved to enter executive session, Nataly seconded, motion carried.

Executive Session: Executive Session to discuss extensive privilege information, including any discussion that would be subject to an attorney, client privilege likely or pending litigation, matters involving possible violations of the governing documents, matters involving possible liability of an owner to the Association to evaluate qualifications of an applicant for employment, provided that any action to be taken by the board must be stated in the open meeting after the executive session is adjourned, and shall be reflected in the minutes.

Randy moved to adjourn Executive Session, Larry seconded. Motion carried.

- **Account adjustment: Randy moved to deny Account Adjustment, Andrea seconded. Motion carried.**

- **Fine Appeal: Larry moved to deny appeal, Andrea seconded. Motion carried. Randy moved to deny second appeal, Nataly seconded, motion carried.**

- **Fine Appeal and Extension: Randy made a motion to deny the appeal and extension Larry seconded. Motion carried.**

- **Payment Plan: Andrea motioned to accept the request. Randy seconded. Motion carried.**

- **Randy moved to adjourn, Larry seconded. Adjourned.**

Submitted By: Nataly Lee, Secretary