

Capitol City Golf Club Estates Board of Trustees Meeting

September 18, 2025, VIS and Zoom 6:00 pm

MINUTES

Board members present: Matt Gordon, John Beezley, Peter Sweet, Randy Luke, Nataly Lee, Larry Dittloff

Board members absent: Andrea Thomson

VIS Representatives Present: Scott Roth

Homeowners Present: N/A

Quorum declared by President Dittloff at 5:58 pm

Approval of Agenda: John moved to accept to agenda as presented, Matt seconded, motion carried.

Approval of meeting minutes: Peter moved to accept minutes, Matt seconded, motion carried.

Treasurer's Report: Account receivable had a large increase due to a homeowner paying a lot of money owed on their outstanding balance. Income is up due to collection of fines and fees. YTD income up \$25,000 over our budgeted amount, expenses are down. Number of delinquent accounts is dropping now that late second half dues have mostly been paid by homeowners. The four largest accounts represent about 75% of the total outstanding fees. A CDAR is maturing later this month on 9/25. Scott recommended rolling this over into a 6-month CDAR making the expiration date in March which still provides staggering of the other maturing CDARs. Scott also recommended further funding the CDAR with some money from our reserve account that has a larger than average surplus in it. A short discussion followed to increase the amount in the CDAR to \$125,000 from the extra in the reserve account. Randy moved to accept this rollover, Matt seconded, motion carried.

Peter moved to approve the treasurer's report, John seconded, motion carried.

Committee Reports

Architectural Control Committee: Working with an applicant on an incomplete driveway application, approved an air conditioner, exterior painting, and garage doors. Approved a shed and one home requesting solar panel. Window replacement and walk in closet approved for a total of 13 applications addressed.

Roads and signs: Larry recommended based on several interactions and incomplete work that we end our relationship with Catchall and move toward Sustainable Solutions LLC who fixed the Oakmont and Cotton drywell. Nataly motioned to end the contract, seconded by Matt, motion carried. Larry will follow up with the City of Lacey and Sustainable Solutions to address current flooding issues.

Compliance Committee: Follow up with the golf course about grass clippings continually in the street near Hogan and Sarazen and tree branches between 10 and 11 on Armour. Need to address Holly branches on West Sarazen again with golf course management due to incomplete trimming work and lack of clearance still.

Communications: Newsletter went out last month.

Welcome committee: Delivered over 30 baskets over the last year and a half, including nearly all of the 15 new homeowners of 2025.

Old business:

- a) **Declaration Amendment:** Attorney and City are coordinating distribution, VIS will print then get out for delivery at or before October 15th.
- b) **Open House Mixer: November 20th at Jacob Smith House.** Coordinate with the City about setting up the mixer with round tables instead of rows all facing forward. Larry went over the outline for the membership meeting. Raffle with Safeway food vouchers, Turkey vouchers, bottles of wine, kitchen mixers as prizes. The board will still divide the community up and hand out flyers in our territories. Providing sandwiches from Meconis, chips, and canned soda.
- c) **VIS Webinar 9/22/2025-** The Tea on Delinquency

New business:

- a) **Fees and Compliance Process.** Matt and Nataly started a discussion about the fees and compliance process focusing on consistency, objectivity, and the goal of compliance, not fees. Discussion followed about the success of the current system since 2015 with a lot of insight into what struggles the board and community faced prior to implementing the current system. Grandfathering in houses that were in violation in 2015 due to inconsistent board rulings has made this a hot button issue and a challenge but the last 10 years of the board have maintained consistency and rightfully are reticent to certain changes and with debate the merits of some proposed changes further. One proposed change that garnered support was to limit the probationary period for repeat offenses to 6 months or some value less than the current policy of 1 year. The board also wants other members of the board beyond

the compliance committee to join on compliance drive arounds to gain an understanding of the compliance work beyond that 3-person committee.

Next meeting is October 16th at 6pm.

Randy moved to go into executive session, seconded by Matt , motion carried.

Executive session

John moved to come out of executive session, Matt seconded, motion carried.

- Board moved to proceed with two final notices before lien recording on two delinquent accounts. Moved by Randy, seconded by John, motion carried.
- Motion to respond to a homeowner complaint regarding board processes. Motioned by Matt, seconded by John, motion carried.

Randy moved to adjourn the meeting, Peter seconded, motion carried.

Submitted by: Nataly Lee, Secretary.