

LAKE LIMERICK COUNTRY CLUB, INC.

**E. 790 ST. ANDREWS DRIVE
SHELTON, WA 98584**

BOARD OF TRUSTEES

May 17, 1997

The meeting was called to order by President Dick Lombard at 9:00 a.m.

ROLL CALL: Esther Springer Johannesen

Trustees attending the meeting: Vice President Gary Ayers, Secretary Esther Springer Johannesen, Treasurer Bill Buff, Asst.-Treasurer Nan Stricklin, Trustee George Buckley, Trustee John Bykonen, Trustee Martha Fairbanks, Trustee Ted Mason, Trustee Pat Paradise, and Trustee Doyle Wilcox.

President Dick Lombard welcomed the new board members.

APPROVAL OF MINUTES:

Motion made by Tr. Ted Mason, seconded by Tr. Bill Buff and carried by the Board as follows:

To approve the minutes of the April 17, 1997 board meeting as written.

Motion made by Tr. Bill Buff, seconded by Tr. Ted Mason and carried by the Board as follows:

To approve the minutes of the April 26, 1997 annual meeting as written.

FINANCIAL REPORT:

Treasurer Bill Buff recapped the April Comparative Statement of Income Report. The Special Valve Assessment fees assigned to replenish the capital reserves are still in uncollected revenues. Bill went to Key Bank and closed the LL. Improvement Club Account 27346253. A Cashiers check for \$675.00 was issued to Shirley Reichner to reimburse her out-of-pocket Bingo expense, and the balance of \$832.75 was transferred to LLCC Key Business Treasurer Money Mkt. Acct. 27341726.

Motion made by Tr. Gary Ayers, seconded by Tr. Ted Mason and carried by the Board as follows:

To approve the April 1997 financial report as presented.

ITEMS FROM THE CONSENT AGENDA:

Motion made by Tr. Gary Ayers, seconded by Tr. Ted Mason and carried by the Board as follows:

To approve the April 1997 Consent Agenda.

Consent Agenda Item 6. Security -- Security Gate Paul's Electric Quote Change

Chairpersons Neil Jones and John Probert reported on the status of the fence at Anglia Beach. PUD will hook up the power next week, and then, the fence company will need 7 days to finish. The final step is to program in the security codes. Paul's Electric presented a change order quote of \$360.28 for a vandal proof enclosure to hold the computer controls. Youth/Parks Committee will cover the extra with their capital budget.

Motion made by Tr. Bill Buff, seconded by Tr. Esther Springer Johannesen and carried by the Board as follows:

The Board authorizes the transfer of \$300.00 + tax to the Security Capital Budget from the Youth/Parks Capital Budget.

Consent Agenda Item 7. Maintenance -- Recommendation for Contract with Tow King

Tow King submitted a contract for impound services at no charge to LLCC. A list of qualified members who can report vehicles on LLCC property will be given to Tow King. The towing contract does not include county roads.

Motion made by Tr. Ted Mason, seconded by Tr. Martha Fairbanks and carried by the Board as follows:

The Board authorizes the Executive Committee to enter into a contract with Tow King.

The board thanks Neil Jones and John Probert for all their efforts on the security committee.

Consent Agenda Item 1. Water Committee -- Addition of Quorum Rules to Water Committee By-Laws

The Water Committee presented the following Water System By-Laws addition:
*The Water Committee meeting quorum is three members in attendance. If a significant financial decision is to be made at a business meeting the quorum requires five of the six members, of which two may be represented by written or electronic communication. *****
The board discussed Robert's Rules and a quorum consisting of 50% + one.

Motion made by Tr. Esther Springer-Johannesen , seconded by Tr. John Bykonen and **failed** by the Board as follows:

Ayes: John Bykonen

Nays: All other Trustees

To approve the By-Laws change to the Water Committee.

Consent Agenda Item 2. Inn Committee -- Inn Service Contract Proposal, Liquor Board Response

President Dick Lombard reported that the Liquor Board response is, "Liquor operation and liquor ownership must remain the responsibility of the licensed club." There are a lot of unanswered questions yet. The issue will be investigated further.

Consent Agenda Item 3. Inn Committee -- Jora Lee Contract.

Jora Lee submitted a new cleaning contract proposal to the Executive Committee. The base monthly cleaning charge is \$563.33. Special events are billed separately.

Motion made by Tr. Nan Stricklin, seconded by Tr. George Buckley and carried by the Board as follows:

The Board authorizes the Cleaning Contract with Jora Lee as of 5/13/97.

The Service Contract is budgeted under Administration and will flow into the next financial year.

Consent Agenda Item 5. Inn Committee -- Small Claims Court Suit

The band scheduled to play New Years Eve was canceled due to no electricity. They took us to small claims court for \$2,500.00. Mark rescheduled the band for May 24, 1997, at the same New Years fee of \$1,500.00 and the case is satisfied.

Consent Agenda Item 4. Inn Committee -- Recommendation for Menu and Inn Schedule Changes

Treasurer Bill Buff read the **Motion** presented by the Inn Committee.

Motion made by Tr. Nan Stricklin, seconded by Tr. Ted Mason and carried by the Board as follows:

Nays: John Bykonen

Ayes: All other Trustees

The board approves the action recommended by the Inn Committee:
Close the Inn on Mondays and Tuesdays, eliminate food service on Thursdays, but keep the lounge open, and that the menu be limited to a special-items-only menu for Fridays and Saturdays.

Motion made by Tr. Nan Stricklin, seconded by Tr. George Buckley and carried by the Board as follows:

The new plan for the restaurant will be affective Sunday, May 18, 1997. Exceptions are approved for special events that occur on Friday or Saturday.

Break 10:00 a.m.

EXECUTIVE COMMITTEE:

1. Disciplinary Procedures - President Dick Lombard will contact Betty Malloy Braget who has been working on the procedures.

2. Pro Shop Alarm Quotations - The Pro Shop Manager, Terry Ohara has received two quotations for an alarm system.

- Clark Electric: Installation \$710.00, Monthly Monitoring \$18.00/month
- Custom Security Systems: Installation \$1,134.00, Monthly Monitoring \$25.00/month.

Motion made by Tr. Martha Fairbanks, seconded by Tr. Esther Springer Johannesen and carried by the Board as follows: Nays: John Bykonen

Ayes: All other Trustees

The board approves Clark Electric's security alarm system for the pro Shop and storage building.

Treasurer Bill Buff said the Administration Capital Budget will absorb the installation cost. Golf expense will pay the monthly fee.

3. Hiring of New Maintenance Position #3 -- to replace the person who quit. Tr. John Bykonen would like to see the new person pursue the Water Dept. Operators and maintenance certificate.

Motion made by Tr. Bill Buff, seconded by Tr. George Buckley and carried by the Board as follows:

The board approves hiring Fred Keith for the #3 Maintenance position.

OLD BUSINESS:

1. Navy Easement -- The \$250.00 License fee has been paid.

2. Street Light Study --

Tr. Gary Ayers displayed a LLCC map depicting the possible street light locations. The cost would be \$1,067.00/month. There will be further studies on the issue.

Tr. Ted Mason discussed emergency generators from outside sources. During a national emergency the National Guard can be called.

NEW BUSINESS:

1. New Committee Chairs, Advice and Consent

The chair is requesting the advice and consent on the recommendations from the Executive Committee.

Motion made by Tr. Gary Ayers, seconded by Tr. Ted Mason and carried by the Board as follows:

The board approves the committee list as follows:

COMMITTEE CHAIR ~ PROPOSAL LIST

ARCHITECTURAL COMMITTEE PAT FEIST
 COMMUNITY SUPPORT CLARA ROBINSON
 ELECTIONS COMMITTEE BONA AYERS
 GREENS COMMITTEE SCOTT CAREY
 INN COMMITTEE EVELYN SPRINGER
 LAKE/ DAM COMMITTEE DAN ROBINSON
 LONG RANGE PLANNING COMMITTEE TONY PARADISE
 MAINTENANCE COMMITTEE DOYLE WILCOX
 NOMINATING COMMITTEE MARY LOU TRAUTMANN
 SECURITY COMMITTEE NEIL JONES
 YOUTH & PARKS COMMITTEE LISA CAREY

Committee Guidelines-

President Dick Lombard requests that each Committee Chairperson appoint a Vice Chair to help with the work.

Chairperson Pat Feist of the Architectural Committee submitted a list for the Architectural Committee. His goal is to have 2 members from each division.

Motion made by Tr. Bill Buff, seconded by Tr. Esther Springer Johannesen and carried by the Board as follows:

The board approves the Architectural committee list as follows:

**ARCHITECTURAL COMMITTEE
RECOMMENDED MEMBERS**

DIVISION 1

Ed Smith 426-7783

Dave Soares 427-6447

DIVISION 2

Chris Johannesen(206) 244-0724

Vern Hadsall 427-2495

Ken Sargeant..... 427-5249

Don Cox..... 426-6000

Carolyn Soehnlein..... 426-0703

DIVISION 3

Russ Myers..... 426-4814

Morgan Terwillegar 427-1510

DIVISION 4

Charmaine Miller 426-9689

DIVISION 5

Lavina Brown..... 426-2535

2. Dog Rules

- Wild Animal confined. The Animal Control will not have a new contract with the County until June 1, 1997.
- Complaint -- Procedures. President Dick Lombard has asked the Architectural Committee to develop a procedure for the dog complaints since they are familiar with setting up forms. The club attorney will review the program upon completion.

3. Lake Limerick Daze -- Dick Sirokman, Chairman.

COMMENTS FROM MEMBERSHIP:

Treasurer Bill Buff noted the petty cash for the lounge and restaurant was counted last Thursday. There is \$260.00 from the lounge and \$740.00 from the restaurant in the safe.

CORRESPONDENCE:

Secretary Esther Springer Johannesen read a thank you card from the Jack King family.

ANNOUNCEMENTS: President read the announcements

Western Spring Bash, May 24, 1997, Golf Tournament, Horseshoes, BBB \$5.00 for adults \$2.50 children, Dance.

Memorial Day May 26, 1996 Office Closed.

Aerobics Class will still be held on Tuesday and Thursdays. (They will be responsible for closing the building on Tuesday.)

Tuesday - Girl Scouts, Mark must contact the leader to reschedule their meetings.

Motion made by Tr. Gary Ayers, seconded by Tr. Ted Mason and carried by the Board as follows:

The Board will convene to closed session.

CLOSED SESSION

Motion made by Tr. Ted Mason, seconded by Tr. Martha Fairbanks and carried by the Board as follows:

The Board will reconvene to open session.

Motion made by Tr. Ted Mason, seconded by Tr. Martha Fairbanks and carried by the Board as follows:

The Board will accept the legal motion from the closed session.

ADJOURN:

Motion made by Tr. Martha Fairbanks, seconded by Tr. Doyle Wilcox, and carried by the Board as follows:

To adjourn the meeting at 11:30 a.m.

Respectfully submitted,

Esther Springer Johannesen, Secretary

Preliminary Minutes, not approved by the Board of Trustees. For review only.

Mail Minutes to absent Board Members

AGENDA
BOARD OF TRUSTEES - LAKE LIMERICK COUNTRY CLUB, INC.
May 17, 1997 9:00 A.M.

- I. ROLL CALL Esther Springer~Johannesen
- II. APPROVAL OF MINUTES: Esther Springer~Johannesen
 (Board of Trustees Minutes of April 19, 1997
 Annual Meeting Minutes of April 26, 1997
- III. FINANCIAL REPORT Bill Buff
- IV. CONSENT AGENDA (Committees)
 ARCHITECTURAL COMMITTEE LAKE/DAM COMMITTEE
 LONG RANGE PLANNING COMMITTEE
 COMMUNITY SUPPORT COMMITTEE MAINTENANCE COMMITTEE
 ELECTION COMMITTEE NOMINATING COMMITTEE
 FINANCIAL ADVISORY COMMITTEE SECURITY COMMITTEE
 GREENS COMMITTEE WATER COMMITTEE
 INN COMMITTEE YOUTH/PARK COMMITTEE

(reminder: non-smoking meeting, we will break every hour)

ITEMS FROM CONSENT AGENDA:

1. Water Committee - Addition of Quorum Rules to Water Committee By-Laws
2. Inn Committee - Inn Service Contract Proposal, Liquor Board Response
3. Inn Committee - JoraLee Contract
4. Inn Committee - Recommendation for Menu and Inn Schedule Changes
5. Inn Committee - Small Claims Court Suit
6. Security - Paul's Electric, Gate Quote Change
7. Maintenance - Recommendation for Contract with Tow King
- 8.
- 9.
- 10.

V. EXECUTIVE

1. Disciplinary Procedures
2. Pro Shop Alarm Quotes
3. Hiring of New Maintenance Position #3
- 4.
- 5.

VI. OLD BUSINESS

1. Navy Easement, License Granted
2. Street Light Study

VII. NEW BUSINESS

1. New Committee Chairs, Advice and Consent
2. Dog Rules
3. Lake Limerick Daze - Dick Sirokman, Chairman

VIII. COMMENTS FROM MEMBERSHIP:

IX. CORRESPONDENCE: Esther Springer~Johannesen

X. ANNOUNCEMENTS:

- A. Western Spring Bash, May 24, 1997, Golf Tournament, Horseshoes, BBQ \$5.00 for adults \$2.50 children, Dance
- B. May 26, 1997; Memorial Day, Office Closed

XI. MOTION TO CONVENE TO CLOSED SESSION: Legal Matters

(The Motion must State Specifically the purpose for the closed session and must be referenced in the minutes)

XII. CLOSED SESSION:

(The closed session may only include matters dealing with personnel matters; legal counsel or communication with legal counsel; and likely or pending litigation of an owner to the association.)

XIII. MOTION TO RECONVENE TO OPEN SESSION

MOTION TO ACCEPT ALL CLOSED SESSION MOTIONS:

(Motions or agreements made in closed session may not become effective unless the board, following the closed session, reconvenes in open meeting and votes in the open meeting on the closed session motions.)

XV. MOTION TO ADJOURN MEETING

Friday & Saturday Menu

May 16 & 17

8 oz. Top Sirloin
Halibut Pacifica
Stuffed Chicken Breast
Grilled Chicken Caesar

May 23 & 24

T-bone Steak
Baked Salmon
Chicken Fettuccini
Grilled Chicken Caesar

May 30 & 31

Prime Rib
Prawns
Chicken Cordon Bleu
Grilled Chicken Caesar

Dinner price \$10.00 tax included
includes soup and salad bar
new potatoes or rice pilaf
vegetables and roll
soup and salad bar only \$5.00
Children's meal also available

Due to the lack of revenue that the restaurant and lounge are experiencing, cutting costs is the prime objective. This menu will decrease labor and inventory, therefore decreasing product loss and labor related costs.

LAKE LIMERICK COUNTRY CLUB, INC.
NEW BOARD MEMBER WORK SHOP
AGENDA
MAY 10, 1997
11:00 A.M.

1. ✓ Call the Meeting to Order Dick Lombard
2. ✓ Review of By-Laws Dick Lombard
3. ✓ Board Meeting Procedures Dick Lombard
4. ✓ Explanation of Consent Agenda Dick Lombard
5. ✓ Committee Guidelines Dick Lombard
6. ✓ Financial Review Bill Buff
7. Adjourn

LAKE LIMERICK COUNTRY CLUB, INC.
NEW BOARD MEMBER WORK SHOP
MINUTES
MAY 10, 1997
11:00 A.M.

1. Call the Meeting to OrderDick Lombard
President Dick Lombard called the meeting to order at 11:00 a.m. Members attending were George Buckley, John Bykonen, Nan Stricklin, and Esther Springer~Johannesen.
2. Review of By-LawsDick Lombard
Dick Lombard reviewed Article IV ~ Duties of Trustees and Officer as well as Article VI, Section 3. ~ Executive Committee
3. Board Meeting ProceduresDick Lombard
4. Explanation of Consent AgendaDick Lombard
Dick explained consent agenda procedures and how to be included if necessary
5. Committee Guidelines.....Dick Lombard
A review of the Committee Guidelines was done with Dick stating that committees are an important part of the club business functions. The committees are responsible for the investigation and recommendations to be made to the Board, if the recommendations are not complete the matter will be returned to the committee for further research and/or work.
6. Financial ReviewBill Buff
Treasurer Bill Buff reviewed the Consolidated Financial Report, Income Statements and Balance Sheets.
7. Adjourn
The meeting was adjourned at 12:00 p.m.

BY-LAWS
LAKE LIMERICK WATER SYSTEM

PURPOSE AND SCOPE

The Water Company is charged with the responsibility of the operation and maintenance of the water system. To fulfill that responsibility, the Board of Trustees created a six member Water Committee. Two members are to be elected to three-year terms at each General Membership Meeting. The actions of the Committee are accountable to the Board of Trustees.

In order to retain the private water system classification with the Washington State Utilities and Transportation Commission it is required that the Lake Limerick water system supply water only to Lake Limerick property and members.

Monies collected by the Water Committee are to be used solely for operation, maintenance, and improvement of the Lake Limerick water system.

All business affairs of the water system shall be conducted in a professional, expeditious, and ethical manner.

COMMITTEE STRUCTURE AND RESPONSIBILITIES

Officers of the Committee are to be chair-person, treasurer, and secretary. Officers are to be elected in May of each year.

The chairman will conduct the meetings and cause an agenda to be prepared for each meeting. All items of importance are to be approved by a vote of the Committee. The chair-person will not vote unless there is a tie, in which event that vote will be the deciding vote.***In the absence of the chair-person the water committee secretary will assume the duties of the chairman.

The treasurer will be responsible for the monies collected and for the distribution of such monies. All checks issued shall require signatures of both the Water Committee treasurer and the Country Club *** office manager. The treasurer and***office manager shall be bonded for an amount not less than \$20,000.00. The position of the ***office manager shall be supervised by the treasurer ***in the matters of the water committee.

The Committee shall cause to have an annual review of the financial records of the Water System by a Public Accountant who is not a member of the Water Committee or the Board of Trustees. The Committee, by majority vote, may waive the annual review requirement for any year, provided the review by a Certified Public Accountant is performed not less than once each third year.*

A Committee member may be removed for excessive absence, non-interest or incompetence by a majority vote of the Committee. The Board of Trustees will then be requested to appoint a new member to fill the unexpired term of the removed member.

MEETINGS

Regular meetings of the Water Committee shall be established after the annual election in April by vote of the committee. Special meetings may be called by the chair-person or a vote of the committee. All meetings shall be open to Lake Limerick members.**

The Water Committee meeting quorum is three members in attendance. If a significant financial decision is to be made at a business meeting the quorum requires five of the six members, of which two may be represented by written or electronic communication. ****

BYLAWS
LAKE LIMERICK WATER SYSTEM

AMENDMENTS

These bylaws may be amended by a majority vote of the Water Committee followed by approval of the Board of Trustees.

These Bylaws adopted by the Water Committee this 8th day of May 1976.
These Bylaws approved the Board of Trustees this 19th day of June, 1976.

*This amendment adopted by the Water Committee the 16th day of August 1990.
This amendment approved by the Board of Trustees the 18th day of August 1990.

**This amendment adopted by the Water Committee the 11th day of February 1992.
This amendment approved by the Board of Trustees the 22nd day of February 1992.

***This amendment adopted by the Water Committee the 7th day of August 1992.
This amendment approved by the Board of Trustees the 19th day of December 1992.

****This amendment adopted by the Water Committee the 14th day of April 1997.
This amendment approved by the Board of Trustees the

~~~~~  
I HAVE READ THE ABOVE ARTICLE AND UNDERSTAND THAT TO PERFORM THESE DUTIES I AM EXPECTED TO ATTEND AT LEAST ONE MONTHLY MEETING. IF ELECTED, I PROMISE TO BE AVAILABLE TO PERFORM MY DUTIES TO THE BEST OF MY ABILITY FOR MY TERM OF OFFICE.

(SIGNED) \_\_\_\_\_

PLEASE SIGN AND RETURN WITH A BRIEF RESUME, WITH A 3X4 PICTURE OF YOURSELF, TO THE CLUB OFFICE NO LATER THAN FEBRUARY 10, OF THE CALENDAR YEAR YOU ARE SEEKING A COMMITTEE POSITION.

Year-to-Date Accounts Receivable Summary

|                               |            |
|-------------------------------|------------|
| Year-to-date sales.....       | 655,055.76 |
| Current A/R balance.....      | 117,222.55 |
| Current open credits.....     | 616.53     |
| Current finance charges.....  | 7,434.16   |
|                               | -----      |
| Net A/R balance.....          | 124,040.18 |
| Deposits held on account..... | 256.14     |

Aging information:

|               |           |       |
|---------------|-----------|-------|
| Current.....  | 39,321.62 | 33.5% |
| 1 to 30.....  | 1,910.87  | 1.6%  |
| 31 to 60..... | 1,000.23  | 0.9%  |
| 61 to 90..... | 11,836.86 | 10.1% |
| Over 90.....  | 63,152.97 | 53.9% |

Month-to-Date Accounts Receivable Summary

|                                          |            |
|------------------------------------------|------------|
| Monthly beginning balance.....           | 94,066.99  |
| Sales.....                               | 124,647.63 |
| + Miscellaneous charges.....             | 0.00       |
| - Discount.....                          | 0.00       |
| + Freight charges.....                   | 0.00       |
| + Sales tax.....                         | 2,483.54   |
|                                          | -----      |
| Invoice total.....                       | 127,131.17 |
| Credit total.....                        | 115.63     |
| Debit total.....                         | 0.00       |
| Payments received + prepaid invoices.... | 97,756.74  |
| Early payment discounts.....             | 0.00       |
| Finance charges.....                     | 1,222.52   |
| Cash refunds.....                        | 0.00       |
| Write offs.....                          | 0.00       |
| Voided invoices.....                     | 1,569.25   |
| Open credits applied.....                | 573.71     |
| Deposits applied.....                    | 564.13     |

*u - Financial*

LAKE LIMERICK COUNTRY CLUB, INC.  
 LAKE LIMERICK WATER SYSTEM  
 E 790 ST ANDREWS DR  
 SHELTON WA 98584  
 (360) 426-3581  
 FAX: (360) 426-8922

L.L.C.C. FISCAL YEAR 1995 - 1996

THE FOLLOWING IS A BREAKDOWN OF CHARGES DUE TO LAKE LIMERICK EACH YEAR.

ANNUAL MEMBERSHIP FEES - ANNUAL - BILLED 09/01 THROUGH 08/31:

COUPLE ..... \$30.00  
 SINGLE ..... \$15.00

THESE FEES WILL SUPPORT THE MAINTENANCE AND OPERATION OF THE CLUB HOUSE, IN WHICH YOU WILL BE AN AUTOMATIC MEMBER UPON PURCHASE OF YOUR LOT.

ASSESSMENTS - BILLED QUARTERLY - \$228.00 / LOT PER YEAR

SEPTEMBER 1, 1995 ..... \$57.00  
 DECEMBER 1, 1995 ..... \$57.00  
 MARCH 1, 1996 ..... \$57.00  
 JUNE 1, 1996 ..... \$57.00

THESE FEES WILL SUPPORT THE GENERAL MAINTENANCE AND OPERATION OF LAKE LIMERICK COUNTRY CLUB.

SPECIAL ASSESSMENT - \$78.00 / LOT (Dam/Valve Repair)

SEPTEMBER 1, 1995 \$78.00  
 SEPTEMBER 1, 1996 \$78.00

THESE FEES (voted in by the Membership 7/29/95) WILL BE USED TO REPAY OUR DEBT OF \$95,000.00 WITH KEY BANK AND TO REPLENISH THE CAPITAL RESERVES OF \$40,000.00 USED TO REPAIR THE LAKE LIMERICK DAM VALVE.

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WATER CHARGES - BILLED ANNUALLY - JANUARY 1, OF EACH YEAR

BASIC WATER CHARGES (with no valve hook up) \$38.00
 WATER CHARGES (with a valve hook up) \$115.00

ONE TIME WATER CHARGES ARE AS FOLLOWS:

VALVE HOOK UP \$135.00
 INSTALL SPIGOT \$40.00
 REPLACE VALVE \$40.00
 DISCONNECT VALVE \$40.00

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 IF YOU HAVE ANY FURTHER QUESTIONS PLEASE FEEL FREE TO CALL THE LAKE LIMERICK OFFICE DURING BUSINESS HOURS, 9:00 A.M. TO 5:00 P.M.

*cc - Limerick*

# Proposal

Page No. \_\_\_\_\_

of \_\_\_\_\_

Pages

*Clark Electric*

E. 71 Vance Ct.  
P.O. Box 914

SHELTON, WA 98584

(360) 426-3243 FAX (360) 427-6951

Lic. #CLARKE\*055RR

|                                       |               |                                     |                        |
|---------------------------------------|---------------|-------------------------------------|------------------------|
| PROPOSAL SUBMITTED TO<br><b>TERRY</b> |               | PHONE                               | DATE<br><b>5-16-97</b> |
| STREET                                |               | JOB NAME<br><b>LK LUMMECKY GOLF</b> |                        |
| CITY, STATE and ZIP CODE              |               | JOB LOCATION<br><b>710 SHAP</b>     |                        |
| ARCHITECT                             | DATE OF PLANS | JOB PHONE                           |                        |

We hereby submit specifications and estimates for:

- 1- OUTSIDE DOOR - DOOR CONTACTS
- 2- STORAGE BLDG. - WIRELESS DEVICES
- 3- MONITORING HOOK UP PHONE LINK
- 4- BYPASS ZONES - HAVE CAPABILITY WITH EXISTING.
- 5 - HAVE CAPABILITY TO ASSIGN ZONES
- 6 - PERMIT INCLUDED.

(MONITORING 18<sup>00</sup> PER MONTH)

We Propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

*Seven Hundred Ten and 00/100* **\$710<sup>00</sup>**

Payment to be made as follows:

**TAX NOT INCLUDED**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature

Note: This proposal may be withdrawn by us if not accepted within \_\_\_\_\_ days.

**Acceptance of Proposal** - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_

# Custom Security Systems

4500 3rd Ave S.E.  
P.O. Box 3407  
Lacey, WA 98503

Phone 800-227-0945  
email jwazgo@localaccess.com

Date 3/5/97

Customer Luke Limmerick Pro. Shop

Address \_\_\_\_\_

Alarm Panel Radionics english 2212, Keypad display Metal Cabinet, Backup Battery, Power Supply, RJ31X Jack, Inside Siren, Digital Communicator, Wiring Harness

795-

\_\_\_\_ Microwave-Infrared Motion Detector

\_\_\_\_ Door Contact Switches

\_\_\_\_ Window Contact Switches

\_\_\_\_ Smoke Detectors

\_\_\_\_ Additional Keypads, Model \_\_\_\_\_

\_\_\_\_ Outside Siren

\_\_\_\_ Outside Strobe Light

### Optional Equipment

1 wireless zone expander

149-

2 wireless door contacts @ 95-

190-

Total Installed Price \$ 1134- Plus Tax

### Monitoring

Digital, phone line, thirty-six month term at 25<sup>00</sup> per month.

One-Way Radio, \_\_\_\_\_ installation, \_\_\_\_\_ per month additional.

### Warranty

Covers parts and labor for one year.

Thank you,

*Jean Waschgan*

Jean Waschgan

This estimate is valid for thirty days



COMMITTEE CHAIR ~ PROPOSAL LIST

ARCHITECTURAL COMMITTEE.....PAT FIEST  
COMMUNITY SUPPORT..... CLARA ROBINSON  
ELECTIONS COMMITTEE .....BONA AYERS  
GREENS COMMITTEE .....SCOTT CAREY  
INN COMMITTEE..... EVELYN SPRINGER  
LAKE / DAM COMMITTEE .....DAN ROBINSON  
LONG RANGE PLANNING COMMITTEE..... TONY PARADISE  
MAINTENANCE COMMITTEE.....DOYLE WILCOX  
NOMINATING COMMITTEE.....MARY LOU TRAUTMANN  
SECURITY COMMITTEE .....NEIL JONES -  
JOAN ROBERT  
YOUTH & PARKS COMMITTEE.....LISA CAREY

ARCHITECTURAL COMMITTEE  
RECOMMENDED MEMBERS

DIVISION 1

Ed Smith .....426-7783  
Dave Soares.....427-6447

DIVISION 2

Chris Johannesen.....(206) 244-0724  
Vern Hadsall .....427-2495  
Ken Sargeant.....427-5249  
Don Cox .....426-6000  
Carolyn Soehnlein .....426-0703

DIVISION 3

Russ Myers .....426-4814  
*MORGAN TERWILLEGAR - - - - - 427-1510*

DIVISION 4

Charmaine Miller.....426-9689

DIVISION 5

Lavina Brown.....426-2535

May 13, 1997

Lake Limerick Country Club, Inc.  
E 790 St. Andrews Dr.  
Shelton Wa. 98584  
360-426-3581

From: Jora Lee Janitorial

Janitorial Specifications:

Daily General Cleaning (to be completed by 3:00pm).

Empty and remove trash from bathrooms and office area.

Clean and disinfect all bathrooms (5), refill paper products and soap dispenser.

Vacuum all carpeted areas (except office)

Clean board room

Mop hard surface floors as needed.

Wipe finger prints from glass doors

Sweep outside entry area

Areas to be vacuumed will be entry, halls and stairs, board room, dining room and lounge. Office will be cleaned once a week. This will include vacuuming, dusting, wiping and mopping surface floor. Trash in the office will be picked up each day of cleaning.

Days scheduled for cleaning to be done before 3:00PM will be Wednesday, Friday, Saturday and Sunday.

There will be a charge of \$30.00 per day or \$120.00 per week.

Total of \$520.00 per month. Office cleaning once a week at \$10.00 per week. Total of \$43.33 per month.

Total monthly charge \$563.33

Great Hall Service:

Cleaning only of Hall will be \$20.00 per cleaning for non alcohol events. \$30.00 per cleaning for events serving alcohol. If there are no events in a two week period the Hall will be cleaned at the rate of \$20.00 per cleaning.

General Contract Terms:

Janitorial service will provide all cleaning products and supplies for cleaning, vacuums, mops, broom, chemicals, etc.

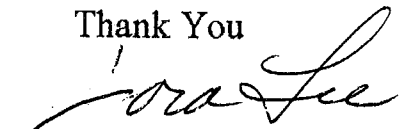
TERMINATION OF CONTRACT OR CHANGE OF CONTRACT by either Janitorial Service or Lake Limerick Country Club, Inc. requires a 30 day notice.

Term of a one year renewal to end May 15, 1998.

Our original agreement for Contractual Agreement for Professional Services as of September 1995 is agreeable to this company to be used along with the current agreement of Janitorial duties.

I hope my company can continue to service your account in this coming year.

Thank You



Jora Lee

Jora Lee

May 6, 1997

Lake Limerick Country Club, Inc.  
Attention Gary Ayers:

I am enclosing information for you to present to the Exective Committee. I have reviewed the past contracts and have enclosed copies.

The minimum per day for cleaning would be \$30.00. This amount would cover the cleaning of all the areas we were doing before we left plus vacuuming of the lounge. We were cleaning all the bathrooms, vacuuming the stairs, hall and entry. Cleaning the boardroom. Sweeping the outside entry. Once a week cleaning of the office plus daily trash pickup in the office areas.

We were cleaning 5 days a week with Tuesday and Wednesday off. Additional work was the reader board at \$10.00 per change (\$5.00 per side), Set up for the Board Meeting at \$8.00 per set up. The Hall events were separate at \$35.00 & \$50.00 per event. Also I cleaned the windows in the dinning room and lounge once a month. Inside and outside at \$15.00 per cleaning.

I hope this will give you a general idea of the amount needed for cleaning service by my company.

I also need to let you know that I would be supervising the cleaning however I would not be there all the time as in the past. Myself and Robert would be working 2 or 3 days a week and I would hire and train someone else for the rest of the time.

Thank You for your consideration,



Jora Lee

July 24, 1995

Scope of Work pg 1

Lake Limerick Country Club, Inc.  
E 790 St Andrews Dr  
Shelton WA 98584  
(360) 426-3581

From: Jora Lee Janitorial

Billing Terms:

General cleaning of Lake Limerick Club House to be \$980.00 per month. This will be billed twice per month on the first (1st) and fifteen (15th) at \$490.00 per billing.

Janitorial Specifications:

Daily General Cleaning (to be completed by 12 noon):

- Empty and remove trash to dumpster
- Clean and disinfect all bathrooms (5)
- Vacuum all carpeted areas (except the office)
- Check the Board Room
- Clean and remove dirty dishes as needed
- Mop hard surface floors as needed
- Wipe finger prints from glass doors
- Sweep outside entry area

Daily Entry Area:

- Dust
- Vacuum
- Wipe finger prints from doors

Daily Dining Room:

- wipe tables
- windowsills
- dust, vacuum
- mop floors

Daily Lounge:

- wipe tables
- dust
- wipe windowsills
- vacuum
- mop floor behind the bar area

Kitchen Floors and Mats (Thursday, Saturday and Monday):

- Mop floor and wash mats

Office Weekly (Saturday or Sunday):

- Dust
- Vacuum
- Mop floors in Ante Room
- Dust large table area
- remove trash daily
- clean sink in coffee area

End of Monthly:

- Clean outside of lounge windows
- Clean outside of restaurant windows

## SCOPE OF WORK and PRICE AGREEMENT

Contract Term - One calendar year starting September 1, 1996

Janitorial service ..... Jora Lee

Lake Limerick Club House

5 bathrooms.....5 days a week

Boardroom.....check 5 times weekly, dust, wipe and vacuum as needed

Office.....one day per week, Sat. or Sun., dust, vac., mop anteroom

Dining room.....Outer windows once monthly inside and out.

Bar.....Outer windows once monthly inside and out.

Stairs and landings.....chk. 5 days, vac. as needed

Great Hall.....Setting up and tearing down, mopping and wiping tables and deck and railing as events require

Reader Board.....Once weekly as directed by LLCC Office

General terms; Thurs. thru Sat.---3 to 4 hrs between 8a.m. and 12 noon  
Sun. and Mon.---Longer hours as needed

Cost.....All but the Great Hall----\$402 per mo.

Great Hall----\$35 per cleaning, except when alcohol is served, then \$50

Reader Board----\$10 per time

LAKE LIMERICK COUNTRY CLUB, INC.  
E 790 ST. ANDREWS DRIVE  
SHELTON, WA 98584  
(360) 426-3581  
FAX (360) 426-8922

To: Board of Trustees

May 30, 1997

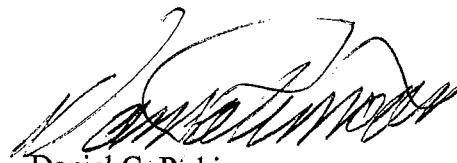
Subject: Lake Limerick Dam Valve

As you may recall, we discovered during a routine maintenance check of the subject valve in 1996 that some air-pressure fittings had been improperly installed, thus rendering the valve inoperable under the prescribed operating procedure. Subsequent coordination with the project engineer, the valve manufacturer, and the installation contractor identified a series of actions necessary to resolve the problem.

Accomplishment of the necessary actions occurred on May 29, 1997, and the valve is now fully operational. As part of the checkout procedure, we also verified the operational status of the outlet valves on the downstream end of the drain tube under the dam. It was agreed among the participants that the maintenance manual for this valve should be amended to require operational checks semi-annually instead of annually as recommended originally.

Although the warranty on the valve and its installation had expired prior to the discovery of the problem, the project engineer agreed to minimize his charges for developing the resolution, and the installation contractor absorbed the cost of correcting the air-pressure fittings. The services of a diver were required to make the changes on-site, and I am currently negotiating with the diver's company the charges for that service. I do not expect the total cost of the repair to exceed \$600.

Sincerely,



Daniel C. Robinson  
Lake / Dam Committee Chairman  
Lake Limerick Country Club, Inc.

cc: Lake \ Dam Committee