

# AGENDA

## BOARD OF TRUSTEES - LAKE LIMERICK COUNTRY CLUB, INC.

April 18, 1998 9:00 A.M.

- I. ROLL CALL ..... Esther Springer~Johannesen
- II. APPROVAL OF MINUTES: ..... Esther Springer~Johannesen  
Board of Trustees Minutes of March 21, 1998
- III. FINANCIAL REPORT ..... Bill Buff
- IV. CONSENT AGENDA ..... (Committees)
  - ARCHITECTURAL COMMITTEE
  - LONG RANGE PLANNING COMMITTEE
  - COMMUNITY SUPPORT COMMITTEE
  - ELECTION COMMITTEE
  - FINANCIAL ADVISORY COMMITTEE
  - GREENS COMMITTEE
  - INN COMMITTEE
  - LAKE/DAM COMMITTEE
  - MAINTENANCE/PARKS COMMITTEE
  - NOMINATING COMMITTEE
  - SECURITY COMMITTEE
  - WATER COMMITTEE
  - YOUTH COMMITTEE

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

### ITEMS FROM CONSENT AGENDA:

- 1. Lake/Dam Committee ~ Lake Treatment Report..... Dan Robinson

- 2.
- 3.
- 4.
- 5.

### V. EXECUTIVE

- 1.
- 2.

### VI. OLD BUSINESS

- 1 Water Committee – Recommendation on Meter Installation

- 2.
- 3.
- 4.

### VII. NEW BUSINESS

- 1. Jora Lee Contract

- 2.
- 3.

### VIII. COMMENTS FROM MEMBERSHIP:

### IX. CORRESPONDENCE: ..... Esther Springer~Johannesen

### X. ANNOUNCEMENTS:

- A.
- B.

### XI. MOTION TO CONVENE TO CLOSED SESSION:

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

### XII. CLOSED SESSION:

Executive Session ~ Legal Matter

(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

### XIV. 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

## LAKE LIMERICK COUNTRY CLUB, INC.

790 E. ST. ANDREWS DRIVE

SHELTON, WA 98584

### BOARD OF TRUSTEES

April 18, 1998

#### ROLL CALL: Dick Lombard

President Dick Lombard called the meeting to order at 9: a.m. Trustees attending the meeting are: Vice President Nan Stricklin, Treasurer Bill Buff, Secretary Esther Springer- Johannesen, Trustee George Buckley, Trustee Gary Ayers, Trustee Martha Fairbanks, Trustee Doyle Wilcox, and Trustee Ted Mason.

Trustees absent are: Trustee Pat Paradise, and Trustee John Bykonen.

#### APPROVAL OF MINUTES:

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

The Board of Trustees approves the minutes of the March 21, 1998, board meeting as presented.

#### FINANCIAL REPORT: Treasurer Bill Buff

Treasurer Bill Buff presented the March Income & Expense reports. He reviewed the six-month summary.

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

The Board of Trustees approves the March 1998 financial report as presented.

Treasurer Bill Buff handed out two pie charts that will be presented at the Annual Meeting next week.

#### ITEMS FROM THE CONSENT AGENDA:

##### **Consent Agenda Item 1. Lake Dam Committee – Lake Treatment Report.**

President Dick Lombard discussed the Lake Dam Report prepared by Chairperson Dan Robinson.

#### EXECUTIVE COMMITTEE: No Meeting in April

#### OLD BUSINESS

##### **1. Water Committee – Recommendation for Meter Setters.**

Water Committee Chair person Kirk Osborne recapped the in-house meter setter proposal history. He handed out a detailed cost estimate report. Water Committee Treasurer Dan Robinson also discussed the merits of an in-house water meter setter project as opposed to an outside contractor doing the work. The board expressed reservations of in-house projects, and unanticipated cost over runs.

The board did not act on the Water Committee recommendation to proceed with the in-house effort to install water meter setters.

Chairperson Kirk Osborne told the board he anticipates a shortfall in the water long-range capital revenue. There are more demands on the water system, community growth, and the regulations from the State Water Department. A town meeting should be held to discuss a water fee increase prior to the October Semi Annual meeting. The water budget will be presented in August 98 to the Board of Trustees, then the total budget will be voted on by Lake Limerick members in October 98. A trustee noted the water fees do not need to be approved by the membership since it is a utility.

The Board appreciates the efforts on the meter setter project by the Water Committee and they will submit a proposal in May.

## **2. Lake-Dam Committee – Continued by Dan Robinson.**

Chairperson Dan Robinson talked about the geese problem. He noted a loud noise-making device is the only acceptable recourse and will purchase these items to be used around the lake.

An underwater weed harvester (Roto-Mite) will be demonstrated on Lake Limerick May 11.

## **NEW BUSINESS:**

### **1. Jora Lee Contract – Same as last year, \$563.33/month + special events.**

**Motion** made by Tr. Gary Ayers, seconded by Tr. Bill Buff and carried by the Board as follows:

The Board of Trustees approves the renewal of Jora Lee's cleaning contract, including the option to add cleaning of the kitchen floors.

### **2. Cascade Natural Gas –**

Pam Ritter said the Gas Company is again trying to run natural gas lines down Ballantrae Drive. Cascade Natural Gas Company will be having an informational Town Meeting soon.

## **COMMENTS FROM MEMBERSHIP:**

Treasurer Bill Buff noted Curt Burnett was involved in the 501 C7, Not For Profit status of Lake Limerick.

One of LLCC members attending the Wednesday Night Dinner had difficulty in negotiating the stairs. Tr. Gary Ayers noted it is important to update the ADA ramp.

## **CORRESPONDENCE: None**

## **ANNOUNCEMENTS: None**

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

The Board of Trustees will convene to closed session regarding a legal matter.

**Motion** made by Tr. Gary Ayers, seconded by Tr. Doyle Wilcox and carried by the Board as follows:

The Board of Trustees will reconvene to open session.

**Motion** made by Tr. Gary Ayers, seconded by Tr. Doyle Wilcox and carried by the Board as follows:

The Board of Trustees will authorize the Executive Committee to investigate the legal matter to find if any relief will be granted.

**ADJOURN:**

**Motion** made by Tr. Gary Ayers, seconded by Tr. George Buckley and carried by the Board as follows:

The Board of Trustees adjourns 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

FOR BOT  
DISTRIBUTION  
4-17-98

LAKE LIMERICK COUNTRY CLUB, INC.  
E. 790 ST. ANDREWS DRIVE  
SHELTON, WA 98584  
TEL.(360) 426-3581  
FAX(360) 426-8922  
E-Mail: dan.robinson@world-wide.com

LAKE / DAM -- LAKE MANAGEMENT -- LAKE PATROL -- COMMITTEE

Chairman: Dan Robinson

April 14, 1998

To: Lake / Dam Committee

The following is my recommendation for Lake Management action for the 1998 Season.

In view of the plant growth surveys conducted the past year, the Brazilian Elodea is obviously regaining a foothold throughout Lake Limerick. As we have seen in past years, partial lake treatments are ineffective in controlling this weed. Accordingly, it is my opinion that another whole lake treatment with SONAR (or equivalent) will be required in about the year 2001. Toward that end, I recommend that we minimize Lake Management expenditures until then, bank the Lake Management budget against that treatment, and attempt to extend our present grant to that time period.

To further this goal this year, I propose the following 1998 actions.

1. Use a contact herbicide against the rushes in Leprechaun, the various weeds in Cranbery inlet, and the Elodea patch off the State boat launch. All of this should cost less than \$10,000.
2. Conduct a single early summer comprehensive weed survey (Water Environmental) which will cost some \$3,000.
3. Conduct Algae treatments as required, along with water sampling and goose control efforts.

We will need to convince the Board of Trustees to allow us to transfer our unused budget each year to the Lakes Reserve account to be accumulated for the year 2001 treatment. Year 1999 and 2000 actions can probably be similar to this year's recommendations, with similar costs.

The year 2001 SONAR treatment will need to be done with a higher sustained concentration than we accomplished in 1996. At that time, we worked toward a sustained concentration of 20 parts per billion for 10 weeks, which we largely achieved. Assuming the SONAR herbicide remains at the same relative strength as at present, the next treatment will need to be at a concentration of 30 parts per billion average over the 10 weeks. Unless the price of SONAR decreases, or a suitable cheaper alternative can be found, the 2001 treatment will then

likely be higher than the \$90,000 we paid in 1996. It will be important that we work with SePro on the use of SONAR as well as investigate other State-Approved herbicides that could do the job for us. A significant challenge, it appears!!

Financial recap:	State Grant	LLCC	TOTAL
Grant remaining:	\$36,000		\$36,000
Lake / Managmt Budgt 98 (grant)		\$5,400	\$5,400
Lake/Mgmt Budget 98 (non-grant)		\$13,500	\$13,500
Proposed 98 actions	\$7,500	\$5,000	\$12,500
Balance for 99 and beyond	<b>\$28,500</b>	<b>\$13,900</b>	<b>\$42,400</b>

Dan Robinson

ABSENTEE BALLOT COUNTING SHEET

DATE COUNTED: NUMBER: COUNTED BY:

March 6, 1998		
March 13, 1998	<del>     </del> <del>     </del> <del>     </del>	87 ✓
March 20, 1998	<del>     </del> <del>     </del> <del>     </del>	121 ✓
March 27, 1998	<del>     </del> <del>     </del>	163 ✓
April 3, 1998	<del>     </del> <del>     </del>	193 ✓
April 10, 1998	<del>     </del> <del>     </del>	211 ✓
April 17, 1998	<del>     </del> ✓ <del>     </del> ✓	249 ✓
April 24, 1998		

<u>rec'd Back</u>	<u>still Out</u>	<u>Total # BALLOTS REQST'D</u>
4/14 237	241	478 ✓
4/15 242	236	478 ✓
4/16 246	232	478 ✓
AS OF 4/17 249	230	479 ✓

# lake limerick country club, inc.

April 13, 1998

Dear Water Committee Members:

The Water Committee needs to revisit our decision to proceed with the meter setter program in-house. To summarize first our capital financial position as I presented at the December meeting.

- Budgeted for 1998 \$55,000.00
- Contractor low Bid \$47,601.00
- Capital determined available for 1998 \$35,000.00

With this \$35,000.00 budget our decision was to proceed with an investigation into an in-house program. We asked Ken Douglas to provide a cost estimate for labor and material to accomplish this. I have collected Ken's inputs and other data to project a cost for the setter program.

Material handling, backhoe, truck etc.	\$500.00
New tools	\$400.00
Training -2 to 3days, 2 temps and 1 full time employee	\$600.00
Wages for 2 temp employees per day, including L & I and Tax	\$160.00
Setter (purchase in qty of 100)	\$44.25 ea.
Box (purchase in qty of 100)	\$13.00 ea.
Misc. Hardware (tees, ells, nipples, clamps)	\$2.50 ea.
Fill material or gravel	\$500.00
Curb Stop Valve (guess about 12 – 15 for all installations)	\$85.00 ea.

Hardware needed to install one setter:

Box	\$13.00
Setter	\$44.25
Hardware	\$ 2.50
Total:	\$59.75 + Tax
Per Site	\$64.77

Program cost for training and equipment use, backfill, tools, including taxes \$2,000.00



For estimating the cost of the program we must select a time frame for work and a quantity of setters to be done. I will assume 60 workdays and 300-meter setters. This would be an average of 5 sites per day. This may be optimistic.

Cost: 2 temp employees @ \$160. Per day x 60 days =	\$9,600.00
Meter setter installation \$64.77 x 300 meters =	\$19,431.00
Tools, training, equipment use =	\$1,500.00
Back fill =	\$500.00
Total =	\$31,031.00

Regular employee inspection and support @ \$13.00/hr, 1 hr/day x 60days =	\$780.00
Program Cost =	\$31,811.00
Add curb stop valves @ \$85.00ea x 12 - 15 (guess) =	\$1,020.00
Total Program Cost =	\$32,831.00

A 60 day program estimated at \$31,811.00, without curb stop valves included would average, for 300 installations, \$106.05 each (tax included). Comparing this cost versus the minimum bid by a contractor for 320 valves at a cost of \$47,601.00 (including tax & bond) would be \$148.75 each.

This information gathered for a cost estimate of the program should reconfirm our decision to proceed in house. I believe we can save money this way, but we must be more involved. Other options are still available if we so choose, but a final decision must be made now.

Sincerely, Kirk Osborne, Chairperson  
Cc: Water Dept. Board of Trustees, Ken Douglas

# Capital Budget Review 1998

## CAPITAL WATER BUDGET

1996/1997 Budget Income Estimate	\$136,013.00
1996/1997 Actual Income	<u>\$130,317.00</u>
Short Fall (Actual - Estimate)	-\$5,696.00

1997/1998 Budget Income Estimate \$141,507.00

1997/1998 <u>Reserve(Excess) for Capital Estimated</u>	\$43,000.00
1997 Remaining as of Nov. 30 1997	
Reserve Account (as of 11/30/97)	\$24,597.95
Water Checking (as of 11/30/97)	<u>\$9,470.78</u>
Total Cash Accounts	\$34,068.73
Total Excess Available for 1997/1998 (Capital Estimated + Cash Accounts)	\$77,068.73

### Capital Projects Forecast by Priority

1	Computer Upgrade	\$20,000.00
	\$5,000.00 (1997)	
	\$15,000.00 (1998)	
2	Backhoe (1998)	\$5,000.00
3	Water Meter Setters (1998)	\$54,329.00
4	Fence Well #3 (1997)	\$2,393.00
5	Pump Well #6 Test (1997)	\$2,504.00
6	Paint #1 Tank (1997)	\$7,000.00
7	Clonakilty Loop (1998)	\$8,000.00
8	Pump Replacements (1997/1998)	<u>\$9,000.00</u>
		<u>\$108,226.00</u>

Proposed Capital Projects 1997/1998 \$108,226.00

Estimated Shortage (Available -  
Proposed 1997/1998) -\$31,157.27

### Resolution - Reduce Proposed Capital Expenditures

#### *Essential Items*

1	Computer Upgrade Minimum Application	\$15,000.00
2	Backhoe	\$5,000.00
3	Meter Setter (98)	\$35,000.00
	Reduce scope of entire program to 5 year completion ie. 1998, 1999, 2000, 2001	
4	Reserve (Equipment Failure)	<u>\$10,000.00</u>
	Total Essential Capital Items	\$65,000.00

#### *Secondary Items \$8,000.00 Available*

5	Fence #3 (Bid)	\$2,393.00
6	Pump #6 (Bid)	\$2,504.00
7	Paint #1 Tank (Estimate)	\$7,000.00
8	Clonakilty Loop (Estimate)	<u>\$8,000.00</u>
	Total Secondary items	\$19,897.00