



**LAKE LIMERICK COUNTRY CLUB
BOARD OF DIRECTORS
MINUTES
March 17, 2012**

I. ROLL CALL:

President Esther Springer-Johannesen, Vice President Tom Taylor, Directors, Carolyn Parker, Penny Cory, Don Foster, John Rizzo and Water Chair Phyllis Antonsen. Treasurer Dick Sirokman, Kelly Evans and Secretary Sharon Hadsall are excused.

II. APPROVAL OF MINUTES:

February 18, 2012, BOD Meeting Minutes

A motion was made by Penny Cory, seconded by Tom Taylor and passed with no nays as follows:

To approve the minutes of February 18, 2012 as written

III. FINANCIAL REPORT: Dick Sirokman

A motion was made by John Rizzo, seconded by Carolyn Parker, and passed with no nays as follows:

To approve the financials for February 2012 and as presented

IV. GUESTS FROM THE FLOOR: Requests to be added to the agenda ~ None

V. CONSENT AGENDA: (Committees motions, attached)

Discussion was had on water motions, 3, 4, and 6 as well as Lake/Dam Motion 3.

Water Motion 3; The Board was informed that the contractor, BackFlo Pros, had been selected at a cost of \$12,000.00

Water Motion 4; to accept the Cross Connection Policy, this document is just part one of a three part document, once all documents are completed they will be sent to the attorney for review, then to the Department of Health for final approval.

Water Motion 6; Cross Connection Survey Compliance, this is a policy only, and will only be used as a last resort to encourage members to complete the survey.

Lake Dam Motion 3; The cost is \$500.00 to swap motors between the red and blue patrol boats. This is the shop price; it was questioned if this could be done in house. Sheila will check with our mechanic to see if he is able to do the job. Tom Taylor stated to have it done outside would give us a warranty should there be any problems.

A motion was made by John Rizzo, seconded by Penny Cory, and passed with no nays as follows:

To accept the Consent Agenda as presented, and to include the approval of all committee minutes, and in particular the Architectural Committee Minutes.

VI. OLD BUSINESS:

1) Deck Bid, Update

The original bid approved at the February Meeting was for \$6800.00, the addition of Rhino Lining the Front Ramp Deck is \$517.00. If any sheets of plywood need to be replaced they will do them for \$50.00 each, it is most likely at least two sheets will need to be replaced. This would make the total project \$7417.00. Work is scheduled to begin either the week of April 16th, or the week of the 21st.

A motion was made by Tom Taylor, seconded by Don Foster and passed with no nays as follows:

To approve the \$7,417.00 to fix all Inn Decks, including the ramp deck.

2) Log Toy Swimming Dock, Update

The permit applications were submitted to Mason County on March 6th.

Linda Smith reported that the county has asked for a high water mark, this is normally only an issue if a structure is on a body of water with a tide. The contractor has agreed to add this to his drawings. Linda will check in with the County next week to assure they have all of the information they need.

3) Tennis Court Fencing Update

The materials for this project were purchased in November. Secoma Fence had purchased the materials in anticipation of beginning the project which had to be delayed due to a lack of funds. It was only fair to reimburse his expenses as we were the ones who had delayed the project. We are currently trying to reschedule with him for late April.

VII. NEW BUSINESS

- 1) A Golf Cart purchase proposal was presented by Bobby Brown. The proposal is for 5 select used carts at \$2,300.00 each. Two options were presented, one to purchase outright @ \$11,500.00 or to lease to own on a three year contract for a total cost of \$13,200.00, or \$4,400.00 per year.

A motion was made by Don Foster, seconded by Carolyn Parker and passed with no nays as follows:

To approve the purchase of 5 select used carts at \$4,400.00 per year for three years upon inspection by our mechanic, and an email poll by our Board Members.

2) Northwest Water System Presentation:

Phyllis Antonsen asked if we could have our Water Management Company NWS do a presentation at our Annual Meeting, the presentation would be an introduction to the Hazard Survey and would be done during the counting of the votes. This approved.

- 3) Don Foster brought up the problem of people parking on the streets, which is creating a hazard. Mason County Sheriff's office will be contacted for determination on how best to handle this situation. Once we have the needed information it will be presented in the next newsletter.

4) Community Clean Up Day.

John Rizzo would like to have a community clean up day scheduled. It was decided to announce at the Annual Meeting that the community clean-up day will be May 5th. As well as this announcement there will be flyers, an announcement on the website and Esther will make posters for the entries of LLCC. Sheila will check to see if we need to order an extra dumpster for the event.

VIII. OTHER BUSINESS

1) Retirement plan update

Employee meetings with Eric are being scheduled for March 20th and 21st.

- 2) Don Foster asked the status of a dog complaint from his neighborhood, Sheila informed him that the standard letter had been sent and there was no response to date.

IX. ACTION ITEM LIST REVIEW

The Drainage problem from Division 2, Lot 103 has been corrected, work is complete remove from action item list.

X. ANNOUNCEMENTS

March 17, St. Patrick's Dinner
March 31, Candidate's Night
April 7, Easter Egg Hunt, Volunteers?
April 8, Easter Brunch/Dinner
April 19, Family Night Bingo
April 21, Next BOD Meeting
April 21, Annual Meeting
April 21, Magpies Bake Sale
April 28, Fishing Derby

XI. CLOSED SESSION ~ None

XII. MOTION TO ADJOURN MEETING

A motion was made by Penny Cory, seconded by Carolyn Parker and passed with no nays as follows:

To adjourn the meeting at 10:10 a.m.

These minutes have not been approved by the Board of Directors
Respectfully Submitted by: Sheila Hedlund

BOARD OF DIRECTORS MEETING

March 17, 2012

	Division/Lot #	Printed Name	Signature
1	5-36	Sandra Franklin	<i>Sandra Franklin</i>
2	2-36	NAN STRICKLIN	<i>Nan Stricklin</i>
3		John Rizzo	<i>JMR</i>
4	1-17	LINDA SMITH	<i>Linda B. Smith</i>
5	1-17	BRIAN SMITH	
6	2-131	SCOTT CORY	
7	5-124	J NORTON	<i>J Norton</i>
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LAKE LIMERICK COUNTRY CLUB, INC.

790 East Saint Andrews Drive, Shelton, WA 98584

Phone (360) 426-3581, Fax (360) 426-8922, e-mail lakelim@hctc.com

**February-12
FINANCIAL RECAP**

2012 2011

Cash In Bank Admin	\$ 52,357.89	\$ 37,367.53		
Cash In Bank Water	\$ 177,633.89	\$ 59,408.71		
Reserves Admin	\$ 11,475.97	\$ 21,847.92		
Reserves Lake Mgmt	\$ 25,937.41	\$ 32,469.07		
Reserves Water	\$ 105,866.94	\$ 88,019.11		
Reserves Water Meter	\$ 24,238.93	\$ 90,083.27		

Feb-12 Feb-11 YTD YTD vs Budget

Revenue Admin	\$ 69,788.00	\$ 65,396.05	\$ 351,566.00	\$ 354,783.00
Gross Revenue Sales	\$ 57,213.58	\$ 42,048.60	\$ 277,120.66	\$ 372,472.85
Net Income	\$ 127,001.58	\$ 107,444.65	\$ 628,686.66	\$ 727,255.85
Direct Costs	\$ 12,151.78	\$ 9,525.44	\$ 58,564.87	\$ 78,394.25
Gross Profit	\$ 114,849.80	\$ 97,919.21	\$ 570,121.79	\$ 648,861.60
Expenses	\$ 113,577.38	\$ 93,937.74	\$ 526,827.36	\$ 607,970.55
Operating Profit	\$ 1,272.42	\$ 3,981.47	\$ 43,294.43	\$ 40,891.05
Other Income/Expenses	\$ 2,878.26	\$ 3,188.94	\$ 13,004.89	\$ 15,751.05
Net Profit	\$ 4,150.68	\$ 7,170.41	\$ 56,299.32	\$ 56,642.10

GOLF	\$ (10,666.12)	\$ (15,528.09)	\$ (84,650.88)	\$ (99,910.95)
Café	\$ (4,294.33)	\$ (2,847.83)	\$ (22,391.55)	\$ (17,018.65)
Green	\$ (9,272.51)	\$ (10,348.89)	\$ (60,782.79)	\$ (72,674.95)
Pro Shop	\$ 2,900.72	\$ (2,331.37)	\$ (1,476.54)	\$ (10,217.35)
INN	\$ (14,889.50)	\$ (11,076.01)	\$ (55,294.61)	\$ (41,003.25)

Total Receivables:	\$ 351,658.13			
Receivables over 90 Days:	\$ 289,831.22			

There are 50 Legal accounts for a total of:

Total Legal Receivables:	\$ 244,495.04 *			
Legal Receivables over 90 Days:	\$ 219,771.18			

*Top 5 Legal accounts = 50% of total Legal a/r
 *Top 10 Legal accounts = 63% of total legal a/r

CONSENT AGENDA
March 17, 2012

WATER COMMITTEE:

A motion was made by Penny Cory seconded by Don Bird, and passed with no Nays as follows:

To approve the regular meeting minutes of February 6, 2012, and the special meeting minutes of March 5, 2012 as written

A motion was made by Mark Franklin, seconded by Penny Cory and passed with no nays as follows:

To move budgeted funds from Salaries, payroll taxes and health insurance to Professional services to allow for payment of monthly services provided by NW Water Systems.

A motion was made by Penny Cory, seconded by Don Bird and passed with no nays as follows:

To give Sheila the authority to contact BackFlo Pros and Clearwater if necessary to get the answers to questions raised by the committee answered, and to determine the end provider not to exceed \$20,000.00.

A motion was made by Penny Cory, seconded by Mark Franklin and passed with no nays as follows:

To accept Northwest Water System's Draft Cross Connection Control Policy for Lake Limerick Water System as presented.

A motion was made by Penny Cory and seconded by Mark Franklin and passed with no nays as follows:

To include the two Cross Connection Control Information Sheets in with our next quarterly billing (April 2012).

A motion was made by Penny Cory, seconded by Mark Franklin and passed as follows with 2 nays from Rob Koenig and Don Bird:

Lake Limerick Country Club will pay for the installation and testing of additional back flow devices as deemed necessary by the results of the Potential Hazard Survey, and non compliance to the survey will result in a Back Flow Device being installed at a cost to the member.

LAKE/DAM COMMITTEE:

Approval of Minutes from last month: Motion to Approve Dave Kohler, seconded Kelly Evans, passed unanimously

Motion: Moved by Kelly Evans, seconded by Dave Kohler, passed unanimously "Revised rules for the LLCC Fishing Derby be adopted including increasing the entry fee by \$1.00 to \$8.50, adding door prizes and minor procedural changes"

MOTION: Moved by Dave Kohler, seconded by Duane Landsverk, passed unanimously "I move that we remove the 60 HP merc and controls from the red Lake Patrol boat and put it on the blue Lake Patrol boat. The old 80 HP merc from the blue Lake Patrol boat to be retired/sold and the red Lake Patrol boat to be retired/sold. Cost not to exceed \$500. Work must be completed by April 15th."

GREENS COMMITTEE:

Minutes of the Feb 1, 2011 meeting were approved as was the financial report

A motion was made and seconded that the greens meeting be changed to the 2nd Monday of the month. Said motion was passed.

INN COMMITTEE: No Meeting

YOUTH COMMITTEE: No Meeting

ARCHITECTURAL COMMITTEE:

Approval of Minutes: Chris Johannesen moved to accept the minutes of February 11, 2012 Dave Noble seconded with no nays.

EXECUTIVE COMMITTEE: Scheduled for March 17, 2012 @ 8:00 a.m.

MAINTENANCE/PLANNING COMMITTEE: No Meeting

HEARING COMMITTEE: No Meeting

As Approved by Water Committee Motion 3/12/12

LAKE LIMERICK WATER CROSS-CONNECTION CONTROL POLICY

Finding of Fact

Whereas it is the responsibility of a water purveyor to provide water to the customer at the meter that meets Washington state water quality standards;

Whereas it is the water purveyor's responsibility to prevent the contamination of the public water system from the source of supply (i.e., to the customer's connection to the service pipe or meter);

Whereas it is a requirement of the Washington State Department of Health (DOH) for the Purveyor to establish a cross-connection control program satisfactory to DOH;

Whereas cross-connections within the customer's plumbing system may pose a potential source for the contamination of the public water supply system;

Now be it resolved that Lake Limerick Country Club, Inc., hereinafter referred to as the Purveyor, establishes the following cross-connection control policy to protect this purveyor-owned water system from the risk of contamination. For public health and safety, this policy shall apply equally to all new and existing customers.

Definitions

Unless otherwise defined, all terms used in this policy pertaining to cross-connection control have the same definitions as those contained in WAC 246-290-010 (Definitions, abbreviations, and acronyms) of the Group A Drinking Water Regulations.

Implementation of the Cross-Connection Control Policy

The Purveyor will implement a cross-connection control program that relies on premises isolation and in-premises protection as defined in WAC 246-290-010.

The Purveyor will employ or engage the services of a DOH-certified Cross-connection Control Specialist (CCS) to develop, implement, and be in responsible charge of **Lake Limerick Water's** cross-connection control program.

The Purveyor will ensure the written cross-connection control program is consistent with this policy and complies with the requirements contained in WAC 246-290-490 (Cross-connection control) of the Group A Drinking Water Regulations.

The Purveyor will ensure the most recent editions of the following publications are used as references and technical aids for cross-connection control program development and implementation:

1. *Cross-Connection Control Manual, Accepted Procedures and Practice*, published by the Pacific Northwest Section, American Water Works Association, or latest edition thereof.
2. *Manual of Cross-Connection Control*, published by the Foundation for Cross-Connection Control and Hydraulic Research, University of Southern California, or latest edition thereof.
3. *Cross-Connection Control Guidance Manual for Small Water Systems*, published by the DOH Office of Drinking Water.

The Purveyor will ensure coordination with the authority having jurisdiction (*f.k.a., Local Administrative Authority*) in all matters concerning cross-connection control. Documentation and description of the coordination, including delineation of responsibilities, shall be provided in the written cross-connection control program.

The Purveyor will incorporate the written cross-connection control program into the Water System Plan required under WAC 246-290-100 or the Small Water System Management Program required under WAC 246-290-105.

The Purveyor retains the authority to make reasonable decisions related to cross-connections in cases and situations not provided for in this policy or the written program.

Technical Provisions - Prevention of Contamination

The Purveyor will ensure that periodic hazard surveys (administered through a customer completed CCC Hazard Survey form and/or performed on-site through a CCC Hazard Field Survey) of the customer's plumbing system(s) and water usage are conducted and evaluated by the CCS as follows:

Single Family/Duplex Residential & Non-residential Recreational Connections (*private campsites/RV sites*): Surveys shall be conducted on a triennial basis (every three years). Normal method of survey shall be through a customer completed/self-reporting CCC Hazard Survey form. An on-site Field Survey may be required under special or unusual circumstances. If an on-site Field Survey is required, the customer must sign the completed Field Survey Report and a copy is provided to them.

All Other Non-residential (commercial, business, schools, daycares, churches, institutional, agricultural, medical, industrial, food service/processing, etc.) surveys shall be conducted on a biennial basis (every other year). Normal method of survey shall be through a customer completed pre-survey form and an on-site Field Survey. The owner or authorized representative must sign the Field Survey Report and a copy is provided to them.

With an accumulation of data and an aggressive customer education program the time interval for re-surveys may be lengthened or shortened as deemed necessary and acceptable to the Purveyor, CCS, and DOH.

Survey of a customer's plumbing system(s) and water usage is for the sole purpose of establishing the minimum requirements for the protection of the public water supply system.

Technical Provisions – Backflow Prevention Assemblies

The Purveyor will utilize a 'multiple-barrier' approach to protect the public water system from contamination via cross-connections commonly experienced by *Group A - Community* systems with predominantly residential connections. This approach consists of **Primary** and **Secondary protection measures** as follows:

Primary protection measures: The Purveyor, in conjunction with the CCS's assessment, will ensure that cross-connections between a customer's water system(s) and/or water usage and the public water system are eliminated or controlled by the appropriate method of backflow protection as follows:

1. The Purveyor will ensure compliance with the premises isolation requirements specified in WAC 246-290-490 § (4)(b); and
2. May reduce premises isolation requirements and rely on in-premises protection for premises other than the type addressed in WAC 246-290-490 § (4)(b), only when the following conditions are met:
 - (a) The in-premises backflow preventer provides a level of protection commensurate with the assessed degree of hazard;

- (b) Backflow preventers which provide the in-premises backflow protection meet the definition of 'approved backflow preventers' as described in WAC 246-290-010;
- (c) The approved backflow preventers are installed, inspected, tested (at least annually), maintained, and repaired in accordance with WAC 246-290-490 § (6) & (7);
- (d) Records of the backflow preventers are maintained in accordance with WAC 246-290-490 § (3)(j) & (8); and
- (e) The Purveyor and designated CCS have reasonable access to the customer's premises to conduct periodic hazard (re)evaluations to determine whether the in-premises protection is adequate to protect the Purveyor's distribution system.

Secondary protection measures: The system distribution design consists of 'Y' connection points off of the main distribution line which feeds two residential service lines (one on each arm of the 'Y'). The Purveyor has installed DOH-approved Double Check Valve Assemblies (DCVAs) on the tail of the 'Y' connection points (e.g., downstream of the main distribution line connection and upstream of the split to the individual residential service lines.) The purpose of these DCVAs is to provide a secondary layer of protection to the distribution system. The Purveyor owns these assemblies and ensures:

- (a) The approved backflow preventers are installed, inspected, maintained and repaired or replaced in accordance with WAC 246-290-490; and
- (b) Records of the backflow preventers are maintained in accordance with WAC 246-290-490 § (3)(j) & (8); and
- (c) The approved backflow preventers shall be tested in accordance with all testing requirements established in WAC 246-290-490 with the exception of frequency as follows:
 - (i) Assemblies relied upon as Secondary protection measures shall be inspected periodically throughout the year and tested on a triennial (every 3 years) basis; and
 - (ii) If an assembly fails a periodic inspection it shall be tested within 10 working days; and
 - (iii) If an assembly fails a regularly scheduled triennial test it shall be repaired or replaced and retested within 10 working days and placed on an annual testing schedule until it has passed (without any failures) for two consecutive years. The requirement for annual testing may be extended as deemed necessary by the Purveyor and CCS.

Technical Provisions – Backflow Incidence

A Backflow Incidence Response Plan (BIRPlan) is created as part of the CCC Program. The CCS will act as the system coordinator in the event of an incident. The CCS will generate a Backflow Incident Report form and file it with the Department of Health (DOH) and/or Authority Having Jurisdiction (AHJ) in accordance with WAC 246-290-490 regulations.

Administrative Provisions

The Purveyor will take the appropriate corrective action(s) when:

1. A cross-connection exists that is not controlled commensurate to the degree of hazard assessed;
2. A customer fails to comply with WAC 246-290-490 requirements regarding the survey of a customer's water system(s) and/or water usage; or

3. A customer fails to comply with WAC 246-290-490 requirements regarding the installation, inspection, testing, maintenance or repair of a required backflow preventer.

The Purveyor's corrective action(s) may include, but are not limited to:

1. Denying or discontinuing water service to a customer's premises until the customer returns a completed CCC Hazard Survey form and/or a CCC Hazard Field Survey is conducted and appropriately completed report is submitted;
2. Denying or discontinuing water service to a customer's premises until the identified cross-connection hazard is eliminated or controlled to the satisfaction of the Purveyor;
3. Requiring the customer to install an approved backflow preventer for premises isolation commensurate with the assessed degree of hazard; or,
4. The Purveyor installing an approved backflow preventer for premises isolation commensurate with the assessed degree of hazard.

Except in the event of an emergency, the Purveyor or CCS shall notify the Authority Having Jurisdiction prior to denying or discontinuing water service to a customer's premises.

The Purveyor, in conjunction with the CCS, shall provide pertinent and up-to-date educational materials and/or programs each non-survey year.

The Purveyor or CCS shall complete all annual and/or periodic reports required under WAC 246-290-490. If the Purveyor completes the reports the CCS shall review them prior to submission to the Department of Health or Authority Having Jurisdiction.

The Purveyor shall maintain all records and data pertinent to the Cross-Connection Control Program (CCCP) and will provide electronic or paper copies of such CCCP related records or information as requested by the Washington State Department of Health and/or Authority Having Jurisdiction.

The Purveyor prohibits the intentional return of used water to the Purveyor's distribution system. Used water includes, but is not limited to, water used for heating, cooling, or other purposes within the customer's water system.

The Purveyor's requirements contained within this cross-connection control policy and the written program do not constitute an approval of the customer's plumbing system, compliance of the customer's plumbing system with the Uniform Plumbing Code or an absolute assurance of the absence of cross-connections within the customer's plumbing system or through their water usage.

If any provision in this policy or in the written cross-connection control program is found to be less stringent than or inconsistent with the Group A Drinking Water Regulations (Chapter 246-290 WAC), or other Washington state statutes or rules, the more stringent state statute, rule or regulation shall apply.

Adopted: _____

Effective Date: _____

Signatures: _____

to be included in April Stmt, upon BOD Approval of Motion!

Lake Limerick Country Club

Important Information – please take the time to read this!

In the state of Washington all public water systems are required to develop and implement Cross-Connection Control Programs. The specific regulation is Washington Administrative Code (WAC) 246-290-490. The rules are administered by the Washington State Department of Health Division of Environmental Health Office of Drinking Water. If you are interested, you can find the regulation on the State of Washington government website (<http://access.wa.gov/>) and you can find DOH's rules, interpretations and guidance regarding implementation on the Office of Drinking Water's website (<http://www.doh.wa.gov/ehp/dw/>).

The purpose of a Cross-Connection Control (CCC) Program is to help protect the public health by preventing contamination of the drinking water as it is delivered to the customers.

Ensuring that the water system is in compliance with the CCC rules and regulations is a complex and ongoing process. It requires coordination between the water system, state and local government regulating agencies, and the customers served by the water system. Lake Limerick Country Club, Inc. (LLCC), your water Purveyor, is working diligently to establish a program that best meets the current and future needs of Lake Limerick Water and is acceptable to DOH. Briefly, the major components of a CCC Program include:

I. Program Development

Three primary documents are required to establish the program. They include a CCC Policy which establishes the legal authority to implement a program; a CCC Program which is the written technical and administrative provisions; and a Backflow Incident Response Plan which is the written steps and protocols to be followed if a backflow incident occurs.

II. Program Implementation

In order to be acceptable to the DOH the Purveyor's program shall include the minimum elements (there are 10 of them) identified in WAC 246-290-490. With many of these elements, you will not "see" or be aware of the work going on unless you are active on the Lake Limerick Country Club Board or one of the committees. Other elements require customer participation, in particular, completing a CCC Hazard Survey form so an evaluation of the potential risk of contamination can be made. Then re-survey and evaluations must be completed on a periodic basis, typically on a three to five year basis. During non-survey years LLCC will be providing all customers with pertinent educational materials and presentations regarding cross-connection control.

In the coming weeks LLCC will begin the initial system wide survey. You will receive a packet of information including definitions and explanations of what cross-connections are, what backflow is and the different types of backflow, methods of protection, etc.; a copy of the CCC Policy that has been adopted for Lake Limerick Water; and a CCC Hazard Survey form with detailed instructions on completing it.

Lake Limerick Water has 1,250 active connections and every single one has to be surveyed. You can imagine the level effort this will require and the associated costs. It is respectfully requested that you return completed survey forms within the timeframe specified on the form. It is also respectfully requested that you be kind in your interactions with the water system employees and contractors involved with the program.

If you have ANY questions, concerns or need to vent a LITTLE BIT about this state regulation please call the LLCC water department at (360)426-4563 or Linda Martin at Northwest Water Systems, Inc. at (360)876-0958. (Linda is the DOH-certified Cross-Connection Control Specialist helping us coordinate set-up and implementation.)

CROSS-CONNECTION CONTROL PROGRAM & GENERAL INFORMATION

CCC Program Major Elements

- Triennial (once every 3-years) hazard survey.
- Review of completed questionnaires.
- Addressing newly identified hazards for elimination or installation of backflow preventer.
- Annual (or more frequently) testing of existing backflow prevention devices.
- CCC education materials provided on non-survey years.
- Annual Summary Report

It only takes ONE unprotected cross-connection to jeopardize the distribution system...

That is why it is so important that all customers participate in the program and do their part to ensure the continued delivery of safe & healthy drinking water.

Your timely response to the hazard survey will help keep CCC Program costs to a minimum!

Your water association board members are working hard to keep the cost of program implementation to a minimum.

Please respect the time and effort of your board members by responding to surveys and other requests for information and/or action within the time periods provided.

DRINKING WATER SYSTEMS MAY BECOME POLLUTED OR CONTAMINATED THROUGH UNCONTROLLED CROSS-CONNECTIONS

Cross-connections exist whenever the drinking water system is or could be connected to any non-potable source (plumbing fixture or equipment used in any plumbing system). Pollutants or contaminants can enter the safe drinking water system through uncontrolled cross-connections when backflow occurs.

Backflow is the unwanted flow of non-potable substances back into the consumer's plumbing system and/or public water system (i.e., drinking water).

There are two types of backflow conditions:

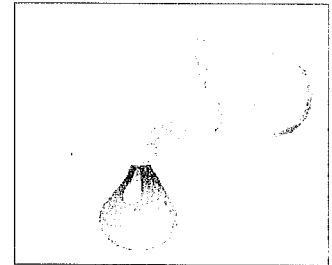
Backsiphonage - occurs when the supply pressure at the water connection point decreases below the pressure on the consumer's side. This could be caused by a water main break, water system repairs or large fire demand.

Backpressure - occurs when the consumer-side pressure overcomes the normal supply pressure. This could be caused by the operation of a boiler or a separate booster pump system connected to the consumer's piping.

WHAT IS AN ATMOSPHERIC VACUUM BREAKER (AVB) & WHEN IS IT APPROPRIATE TO USE ONE?

An AVB is device providing protection from backflow conditions caused by backsiphonage only. Since AVBs work under atmospheric principles, an AVB must be installed in each atmospheric zone. The AVB will not function properly under continuous pressure (water must be off at least 12 of every 24 hours.)

AVBs can be installed on most hose bibs, minimizing the potential for backsiphonage through the free flowing end of the hose. (Example: appropriate when using a garden hose to fill hot-tubs, bird baths or other water features that are not hard-plumbed into the consumer's water system.)



BACKFLOW ASSEMBLIES MUST BE TESTED AT LEAST ANNUALLY!

Each backflow assembly you have installed on your property must be tested, at least annually, by a state certified Backflow Assembly Tester (BAT). If an assembly fails a test, it must be repaired or replaced and then retested. A copy of all testing reports (passing or failing) must be provided to Northwest Water Systems and received no later than **September 1st**. If we do not receive a completed test report by the deadline, we will mail you a reminder letter at a cost of \$5.00 to you.

Test reports should be mailed to:
Northwest Water Systems, Inc.
PO Box 123
Port Orchard, WA 98366

WHERE ARE CROSS-CONNECTIONS FOUND?

Cross-connections are found in all plumbing systems. It is important that each cross-connection be identified and evaluated as to the type of backflow protection required to protect the drinking water supply. Some plumbing fixtures have built-in backflow protection in the form of a physical air gap. However, most cross connections will

need to be controlled through the installation of an approved mechanical backflow prevention device or assembly. Some common cross-connections found in plumbing and water systems include:

1. Wash basins & service sinks.
2. Hose bibs.

3. Irrigation sprinkler systems.
4. Auxiliary water supplies.
5. Swimming pools/hot tubs.
6. Photo developing equipment.
7. Solar heat systems.
8. Boilers.
9. Fire sprinkler systems.
10. Water re-circulating systems.

Cart Lease Information

The board approved \$6,000 in capital expenditures for 5 "select used" carts during the fiscal year 2011-2012. The 3 year lease on these carts is \$4,400 per year or \$13,200 over the term of the lease. This is a lease to own, with 8 payments per year. The cost to buy these carts outright is \$11,500 for a difference of \$1700. What I need to know is if we want to buy these carts outright or budget \$4,400 per fiscal year for the next 3 years. Mr. Rose, with Pacific Golf & Turf, will hold these carts until the middle of April. I told him, we want payments to start in May. That is fine with him. If you need any more information please let me know.

Sincerely,
Bobby Brown
Golf Shop Manager

Lake Limerick Country Club, Inc.
Board of Directors Ac List - Current Items

Item No	Action Item	Assigned To	Due Date	Close Date	Status	Comments
2010_0918_02	Rental Regulations - Draft from Attorney for review by BOD	BOD	OPEN		Open	for review - Esther was going to give the membership the opportunity to respond to this proposal at the Annual meeting today (4/16/11) Esther still needs to meet with the attorney on this issue
2010_0804_01	Maintenance Job Description organize an electronic filing system for the Club's "source of record" documents. It should be noted that "source of record" documents will be in MS Word format and only converted to PDF for the Club's website.	Jason and Sheila	OPEN		Open	Esther is working on this
2010_0911_03		Sheila	OPEN		Open	The list of "source of record" documents was updated and supplied to Dave on September 24, 2010, Sheila will continue to work on the list. (filling in blanks)
2010_0717_04	Draft General Manager job description	Esther and Sheila	OPEN		Open	Tabled till next year's budget
2010_1218_01	Reader Board Research Cost and Locations	Dick Sirokman & Larry Duvall	OPEN		Open	Research has been completed and the recommended location and vendors have been determined, this project will be completed upon funds availability
2010_0619_05	File the Capital Planning Committee resolution with the County after a number is assigned	Dick Sirokman, Dave Taylor and Tom Taylor	OPEN		Open	Upon Recommendation from the Atty this document will be held for one year ~ Leave on action item report until July 2011 for another review by BOD. APRIL 16th Resolution sent to committee to amend for the revised "Maintenance/Planning" Committee, approved at May 21, 2011 meeting July 16, 2011 Approval to record Resolution, or continue to hold due to revisions made in May? August 20, 2011 Hold. Sept 17, 2011 This committee's purpose and duties are being reviewed
2011_0618_01	Pension Plan Research	Exec	03/17/2012		Open	Research for FY 11-12 Budget, providing Treasurer with financial impact statement Two presentations have been scheduled for the next Executive Meetings, October 15 Rep could not attend, will now have both presentations November 19. BOD Meeting 1/28/12, EDJ Rep (Eric) came, BOD voted to approve 401k plan, s/b completed in 60 days