

*Lake Limerick C.C.*



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LAKE LIMERICK COUNTRY CLUB  
BOARD OF DIRECTORS  
[WWW.ZOOM.US](http://WWW.ZOOM.US)  
Meeting Minutes

November 20, 2021 @ 9:00AM

1. **Roll Call:** President, Brian Smith; Vice President, John Ingemi; Secretary, Dean Dyson; Treasurer, Connie Wong; Directors; Steve Saylor, Sheila Nokes, Tamra Ingwaldson, Stacie Stoney(exused), Don Bird (Ex Officio), Roger Milliman, (CAM)

2. **Approval of Minutes:**

*A motion was made by S. Nokes and seconded by T. Ingwaldson to accept the October 2021 minutes as presented. Motion passed unanimously.*

3. **Board of Directors Applicants' Presentations to fill vacant board position:**

**Marlo Brown:** Withdrew due to medical issues.

**Michael Florence:** Made presentation.

**Jerry Heinlen:** Made presentation.

**Steve Pierce:** Made presentation than withdrew his name.

**Mitch Robinson:** Made presentation.

Thanks to all of the applicants. All the applicants who are not accepted to the board please consider joining one of the HOA's committees.

4. **Board moved to Closed Session to elect a new Director.**

There were a few technical difficulties with Zoom going to closed session. The Board members found a way to proceed and elected Mitch Robinson to fill the vacant board position. Congratulations Mitch.

5. **Financial Report – C. Wong**

Overall, the HOA did very well with \$31,000 net income. No expenses seemed out of the ordinary. There is a new cost center with Lake-Dam. This is not an income making entity, but this was done to better track expenses that relate to Lakes, Dams and Parks. The operating account is about \$62,000 high because the property sales income that belongs to the Water Department has not yet been moved over to Water.

*A motion was made by J. Ingemi and seconded by D. Dyson to approve the financial report as presented. Motion passed unanimously.*

6. **Additions to the Agenda from Board**

To Old Business: HOA dues & Water Increases

7. **Additions to the Agenda from the member guests**

To New Business: Sani-Cans in parks over winter.

#### **8. President's Report: B. Smith**

Brian wanted to thank Sheila Nokes for agreeing to chair the Hearing Committee. This committee usually has members from each division. If there is anyone who would like to serve on this committee, please volunteer.

#### **9. CAM Report - R. Milliman**

A reserve study working team contracted with Associate Reserves to do a study of the HOA's physical assets to establish a list of them and their useful life and the projected cost to repair or replace them. The board has not yet approved the list. The list will be posted on the website next week for the Community to read and to provide input before the BOD officially implements the Reserve Account.

Insurance policies are due Dec. 17<sup>th</sup> to be renewed with Brown & Brown. The rate increase will be about 5% which is good because we budgeted 12%.

Roger has been working with Washington Dept. of Fish and Wildlife to renew the Hydraulic Project Approval that determine how LLCC can use weir boards to control the level of Lake Limerick.

LL has 2 Lake-Dam-Parks Committee projects in progress at this time. One is putting loggers in the lake to measure the level of the water throughout the year and the other is to measure the nitrogen and phosphorus levels. Both projects are meant to help measure the lake's water quality and for management planning. Another Lake-Dam-Park project is to lower the light pollution around the lake from our 7 parks by lowering the wattage and shielding yet maintaining adequate security.

The deck on the parking lot side of the Inn sprung a leak into the kitchen a couple of weeks ago. Temporary repairs were made. The deck was never sloped correctly and re-engineering of the beam under the deck needs to be done before the deck is replaced.

Roger has been in contact with a surveyor for 3 projects in LL. One project is for repositioning LL's water line under the railroad trestle on Mason Road that is planned to have a seismic upgrade soon by the Navy. The second project is to establish the outline of the property used by the golf course and the road to Lake Limerick's dam that is on Navy property so our access agreement can be renewed. The third is for placing survey monuments on LL's 3 dams so that the State Dept. of Ecology Dam Safety Office can measure the dam heights over 5-year periods.

LL recently had a golf cart stolen. Roger is working to plan and to see what it would take to setup a security camera system to monitor LL parks, buildings and the 7 well sites.

Because the office has been having problems with out bound emails especially with Comcast customers. Roger is working with Hood Canal Communication to solve this and other communication problems.

Plans are in progress to make the restroom in the restaurant ADA compliant in January when the restaurant is closed for cleaning. This will happen with the BOD's final approval.

The Inn Committee is planning a family fun holiday event on Dec. 11<sup>th</sup>. Stay tuned for additional details.

Roger noted that Cascade Natural Gas is planning to replace its mainline on Way to Tipperary soon.

#### **10. Water Report: D. Bird**

The Water Committee had 4 good candidates for the 2 vacant positions on the committee. Phyllis Antonsen has been thinking about retiring from the committee for a while and after she found that there were many good candidates for a position that it was a good time to resign. She did. The Water

Committee recommended that BOD approve Dan Cossano taking over Pat Paradise's position and Anne Moen taking over Phyllis's Antonsen's position.

In October it appears that about 76% of the 1400 meters used less than 4000 gal. of water and about another 8% use between 4 & 5000 gal. There were 38 accounts that used between 10,000 to 30,000 gal. It is suspected that these 38 have leaks they should investigate.

The financials show income of about \$47,000 which was below budget by about \$12,000. Net operating income was still about \$12,000 above expenses. There are about 171 accounts that are over 90 days in arrears totaling about \$19,000. Since the State of Washington has lifted the moratorium on shutting off water for being delinquent, the water department will be shutting off some accounts on a case-by-case basis when the BOD finishes its work on the collections policy. The Water Committee encourages those whose accounts are past due to set up payment plans with the office.

Water quality continues to be good.

The new water billing software was approved by the BOD with the final approval of the PAR which has been completed. The new software will replace a very old software that is years out of date and the company no longer provides updates to the old software. The new software has more up to date features and will be far more useful.

Another project is to evaluate all the wells. We are just waiting for the company to have time to give a good estimate. Flow meters are to be installed so that the amount of water that is pumped, when and where, etc., can more accurately be accessed.

The existing customer meters are suggesting that there are about 84 homes that may have leaks. Please fix.

Motion was made by J. Ingemi and seconded by T. Ingwaldson to approve Dan Cossano and Anne Moen as new members of the Water Committee. The motion passed unanimously.

**11. Consent Agenda:** Motions to the Board from Committee minutes.

- a. Architecture, Compliance, Greens, Inn, Lake/Dam, Water, Welcoming

Motion made by D. Dyson and seconded by C. Wong to accept the Consent Agenda as presented. It was approved by 7 BOD members with Mitch Robinson abstaining.

**12. Old Business**

**a. Policy for collecting past due Dues and Water Accounts.**

Since there are over \$250,000 past due accounts which represents about 150 members owing funds to the HOA, in August the office was asked by the BOD to develop a collection policy. Roger presented a draft of the policy this past week. It is based on RCWs and on LLCC By-Laws. After the BOD and the LL attorneys have approved the policy, it will be put into effect.

Members who are behind on dues and water will have an opportunity to catch-up by making payment plans that are suitable for the member and the HOA.

**b. HOA dues & Water rates increase**

The increase in rates was discussed by board and members. The need for increases and the amount of the increase was questioned. Is there a better way to raise needed funds? How can those who cannot afford the increases, especially families, get help. Many views were expressed.

A motion was made by J. Ingemi and seconded by S. Saylor and passed unanimously by BOD members present.

Moved to increase the base water rate from 4000 gallons to 5000 gal. per month. The rate structure for using more than 5000 gal. will remain as ratified at the October budget meeting. The increase will take effect with the December water bills (ie. on the November water usage). The rate can be reinstated at any time in the fiscal year if it is deemed necessary to support the Water Department financially.

### **13. New Business**

#### **a. Informational Town Halls—B. Smith**

Brian wanted to have the BOD work to develop a Town Hall format to possibly begin in the January time frame with emphasis on topics of interest to the members. The ideas for Town Halls were brought up during the October membership meeting. Topics might be the water system, lake management, food and beverage operations, Airbnbs, and other possible topics. Mitch Robinson, Tamra Ingwaldson and Steve Pierce offered to help set up such meetings.

#### **b. Performance Indicators—B. Smith**

How does the community and the BOD tell if any of the many entities of LL, like lakes, parks, restaurant, golf course, etc. are successful? Performance Indicators need to be developed to establish a way to evaluate and then help plan ways to make them successful.

#### **c. Request to discuss LLCC policies for VRBO,s & Airbnb's.**

The reason for this request is that there seems to be properties being purchased in LL that are only being used as short-term rentals (Airbnb's) and not personal residents. Cushman has just developed a policy, so we might investigate this. One thought was that if it is not causing a problem then we should not need to have a policy against it. Should LL allow short-term renters to use the facilities. Sheila Nokes and Connie Wong agreed to work on finding more information about the number of such properties around the lake and their possible impact on the LL community.. John Ingemi agreed to follow up with Cushman.

#### **d. Request budget Town Hall in July or August and to move ratification of budgets by members to September.**

With the fiscal year starting in October, it has always been awkward to have the membership ratification of the budgets in mid-October.

A motion was made by T. Ingwaldson and seconded by S. Saylor and passed unanimously to have the BOD and the staff develop a budget timeline so a Town Hall for members to weigh in on the budget proposals can be held before the August adoption of the budget by the BOD and the ratification by the members in September before the fiscal year starts on October 1<sup>st</sup>.

#### **e. Sani-cans in the parks in the winter**

Walkers would like to have Sani-Cans at some of the parks in the winter. The Lake-Dam Committee has plans to revisit this topic in January. The BOD was concerned about vandalism, vagrants, and drug problems. Suggested that the members should bring this up at the next Lake-Dam meeting December 4<sup>th</sup>-Parks

### **14. Other Business**

Teddy Lovgren and Joel Gray are the new chair and co-chair of the Lake-Dam Committee.

Brian Marx is the new cook at the Café.

### **15. Correspondence**

From Mandy Paradise: **A.** Who bagged/covered the hydrants?

B. Who directed the hydrants to be covered?

C. Under what authority the hydrants were covered/removed from service?

The answer to all 3 questions is Fire Chief Michael Patti.

**16. Announcements and Upcoming Events**

Family Fun event December 11<sup>th</sup>. Caroling, Christmas tree lighting and much more.

**17. Motion to Adjourn to Closed Session to discuss legal/personnel issues.**

None

**18. Motion to Reconvene to Open Session.**

N/A

**19. Motion to Accept all Motions Made in Closed Session.**

N/A

**20. Motion to Adjourn**

**A motion was made by J. Ingemi and seconded by S. Saylor to adjourn. Motion passed unanimously.**

Next meeting: at 9:00 AM on December 18, 2021

Respectfully submitted,

Dean Dyson, Secretary  
Lake Limerick Board of Directors