

LLCC Greens Committee Meeting MINUTES
Tuesday, November 1, 2022 (1:30 PM – Pro Shop Café)

ATTENDEES: Vern Duggan, Robbi Alberts, Ed Irvin, Lance Levine, Tim Magee, Steve Saylor, Gayle Wilcox
[Excused: Nancy Milliman, Sheila Nokes]
GUESTS: Dean Dyson, Joel Gray, John Ingemi
STAFF: Mark Hendricks, Javier Martinez, Roger Milliman

Vern called the meeting to order at 1:35 PM, and welcomed everyone in attendance.

Minutes: Gayle Wilcox moved to: **APPROVE MINUTES FROM THE OCTOBER 4, 2022 GREENS COMMITTEE MEETING.** Lance Levine seconded, and the motion **PASSED.**

Greens Report: Javier reported October's weather brought a mix of sun and finally rain, which was good for the course. The crew has caught up on projects, allowing them to begin to focus on preparing the course for winter. He's happy to say Jeff, our new mechanic, is doing an amazing job; we really lucked out on finding him. Javier said he and his crew are proud of the course and will try to keep it looking good and playable throughout the winter.

Things accomplished in October: Keeping an eye open for any diseases on the greens so they can stay on top of any situations ... punched fairways and tees ... sanded the whole course ... staying in contact with Alex and Jacob who are helping keep sprinklers in working condition (sprinklers are working much better, and they are trying to keep it that way) ... received approval to purchase irrigation faceplates.

Things to accomplish in November: Mark all hazards, and make sure O.B. stakes are straight and not missing ... continue edging sprinkler heads and yardage domes ... continue to watch the Summer Patch and spray again, if needed ... continue working on the chipping green, so it will be in playing condition ... focus on getting the course ready for winter.

Javier said they plan to begin rebuilding some of the tee boxes, but timing is not yet set. Vern said they will be convening a group to discuss this tee-box leveling project (priorities, etc.), which is to be funded by our fundraising monies.

Javier said he plans to work on improving the drainage on #6 fairway by the cart-path in front of the new house. And also work on drainage between the houses. They are adding a row of concrete blocks on #9 tee-box, using blocks on hand.

Lance wondered if some of the smaller trees to the left of the new #3 (#12) tee box, as standing in front of it, could be cut/trimmed to allow more sunlight to get to the new grass & tee-box.

Steve Saylor asked about the cart-path along the 3rd fairway? Javier said they have put some gravel in the holes.

Pro Shop Report: Mark Hendricks reported last year, 152 annuals were purchased (3 youth, 36 public and 113 LLCC members). Next year, we'll lose ten of those (moved, passed, etc.) Mark said he has one confirmed new member.

There is currently one cart-shed available, and another one opening March 1st. [You must purchase an Annual to rent a cart shed.]

October weather was fantastic, and revenues were great. Mark said Elen, Chuck and Dave all filled in nicely during his trip. Winter hours for the Pro Shop begin today (9 AM to 4 PM).

Calendars will be printed this month. Robbi noted the Men's & Ladies' Leagues purchased "March" and will be featured with photos and information about our leagues, just in time to kick off the season.

John Ingemi asked if an updated copy of the Walker Policy is available (the Board approved our recommended revision regarding closure of the course during major tournaments). Robbi said she would update the policy and get a copy to John (see Attachment).

CAM Report: Roger Milliman complimented the teamwork between Javier's team, Pro Shop Staff and Café staff, with revenues over \$10,000 in October. Golf sales were up 62%; and Café sales were up 88%.

Roger said the Board asked him to take a look at revenue & costs for the Café & Restaurant on Wednesdays, and operating hours. For now he will leave the Café open 7:30 AM to 3 PM Wed-Sun. Tim Magee suggested that we need more promotional events and more advertising. John Ingemi said LLCC needs to make sure we remain fiscally responsible.

Steve Saylor said something he has raised in the past is having "minimums" (pay for credits, and "use it or lose it"). Dean Dyson said we had success offering hot dogs in the past when the Café was closed. We should also promote sale of wraps on those days. Robbi suggested they offer soups; if we advertise, people will come buy soup.

Lance suggested we should use some of our advertising budget to entice folks in the community to patronize our facilities.

The Inn Committee is looking at marketing by division (e.g., 10% off bill for Div. 1 one night; for Div. 2 another night, etc.)

Roger mentioned that Café supervisor Carianne Smith has accepted the Receptionist job at LLCC office. Melia will start working at the Café. Roger said he will be on vacation Nov. 10-29 (visiting his son in Germany).

Comments from the Chair: Vern said he's been out on the golf course, and it's in fantastic shape. He is proud of it, and the people working here. The new employees we've hired are fitting in. Javier has done a great job in his first six months as Greens Superintendent, adapting to completing projects and keeping the course in good shape.

Ongoing encroachment on Navy Property: Good news! LLCC Board approved payment of the \$12,200 – plus the areas where our attorney suggested revisions were agreed to by the Navy! Payment was made yesterday, and processed today. The contract will be signed by the Navy and will be filed with Mason County. This is a great thing, not only for Greens Committee, but for the entire community. The one-time payment of \$12,200 covers the cost for our 50-year lease.

Roger noted the Navy has to approve any improvements we wish to do, such as paving of asphalt, etc. [The asphalt paving wasn't budgeted, but would be a new budget request for this year.]

Marketing: The weather held and 24 "special" coupons were redeemed in October. Sixty-six marketing related discounts helped produce a great month of revenue. We are considering advertising our "12 days of Christmas" specials in the Fall/Winter *Fjord*. These will include Café drink and meal specials, to get traffic in during the "12 days of Christmas".

Folks are filling out the *Best of Mason County* surveys. LLCC strives to be the #1 golf course. The *Journal* has extended the deadline to turn in surveys, to November 7th.

#3 Chipping area project: Progress is good on the new chipping green; most of that work is done. The cement pad was poured, the area is being leveled out, and the grass is growing. Sand has been ordered for the sandbox (*will probably put a tarp over that during the winter*). Javier said they've been doing a lot of excavation work; they placed 40 yards of soil mix on the new blue tee-box and around the concrete pads. The concrete was poured, and they've seeded all around. Concrete blocks were installed around the new #12 tee-box, and the grass is coming in.

Vern thanked Javier who took over this project and has been doing a fantastic job completing it. So far we're under budget. We still need to purchase fencing to cover the debris area. We'll be doing the labor for that in-house.

Lance suggested we set up practice nets behind the practice tee, or part of the pad, so folks can hit with a driver into the net (which might help keep people from hitting drives into the fairway).

Ambassadors: Mark said that he needs to get a meeting set up. First assignment will selling calendars.

Heavy Equipment: Vern said he's just keeping this on the agenda to remind us we still have a piece of equipment that needs to be replaced. No movement to date, other than tracking rental equipment for stuff we don't have.

John Ingemi said the issue was raised that we have all this equipment where we're not tracking "preventive maintenance". Javier said the new mechanic is looking at our truck and backhoe. For things he doesn't have the right maintenance tools to do, we may have to take those to the shop. Our mechanic will try to do the basics, and as much as he can.

Vern suggested we put together a maintenance schedule for our equipment.

Capital Projects:

- **Extending Cart Sheds:** Mark H. said price estimates are coming in for extending the cart shed behind the Pro Shop. Mark will be meeting with Javier and Norm to discuss what is needed to extend the one by the maintenance shed.
- **Purchasing Golf Carts:** This was included in the 2022-23 budget, but we need to send the final price estimate to the Board for their approval of funds. We have received the estimate from Pacific Golf & Turf (where we made our last purchase). The estimate covers 5 used carts (with new batteries, windshields, message holders, and wheels/tires) @ \$5,300 each, for a total of \$26,500 (we don't need to pay tax). The estimate also includes 5 additional windshields (at no extra cost) for the carts we purchased last year. The Board budgeted \$16,500, and we sold five older carts for a total of \$10,500 – so we have \$27,000 to work with.
Robbi moved to: **PRESENT PACIFIC GOLF & TURF'S PROPOSAL (FOR FIVE GOLF CARTS, PLUS FIVE ADDITIONAL WINDSHIELDS), IN THE AMOUNT OF \$26,500, TO THE LLCC BOARD FOR APPROVAL OF FUNDING.** Ed Irwin seconded, and motion PASSED. Vern & Mark will fill out the Project Approval Request (PAR) form.
- **Irrigation faceplates/VFD pumphouse upgrade:** Roger said these two budgeted Greens projects are progressing. We are currently working with vendors.

Removing Vegetation from Pond: Joel Gray said he is putting together an initial PAR. He'll be getting together with Javier and Norm to see what work can be done in-house. Probably won't happen until late summer 2023.

NEW BUSINESS

Tiller for Tractor: We have several projects requiring the need for a tiller/cultivator. Javier has been "borrowing" one, but is requesting we seek to purchase one that could attach to current equipment. It will be very helpful in leveling the tee-boxes. Javier said he received quotes from Tozier's (\$2937 for 58"; \$2719 for 42") and Tractor Supply (\$2712 for 48"). Vern offered to check out other bids to try to get the cost down. Purchase would come out of the \$10,625 fundraising monies.

Some had concerns over funds like these going into the General Fund, but John said they are being accounted for separately.

Lance Levine moved to: **REQUEST THE LLCC BOARD APPROVE PURCHASE, AS SOON AS POSSIBLE, OF A TILLER/EXCAVATOR, NOT TO EXCEED \$3,000, TO BE PAID WITH FUNDRAISING MONIES COLLECTED IN 2022.** Gayle Wilcox seconded, and the motion PASSED.

Salmon presentation: Dean Dyson said LLCC's Greenbelts & Trails Committee has arranged for a representative from the Squaxin Tribe to give a presentation about our fish ladder this coming Saturday, Nov. 5 at 2:00 PM at Anglia Park.

Adjourn: At 3:02 PM, Gayle Wilcox moved to: **ADJOURN.** Steve Saylor seconded, and the motion PASSED.

NOTES BY ROBBI

Attachments:

- PAR for purchase of five Golf Carts ... Cost quote from Pacific Golf & Turf
- PAR for purchase of Rototiller ... Cost quote from Tozier Bros, Shelton

Project Approval Request

GOLF CART PURCHASE 2022

FROM: GREENS COMMITTEE – 11/1/22

PURCHASE:

Five (5) 2017 EZGO golf carts, model TXT 48V E (from Pacific Golf & Turf)

REASON:

To replace existing 20-year-old carts. The old carts can only go for 18 holes (or less) and then they need recharging. The newer ones can go at least 36 holes. These carts will match our existing golf carts.

The pay-back for golf carts is estimated to be within 6 months. Golf carts are our second biggest revenue source. We brought in \$45,248 for cart rentals during the 2021-2022 fiscal year.

PROJECT MANAGERS: Vern Duggan, Roger Milliman, Mark Hendricks

COST: \$26,500 total for five (5) golf carts.

FUNDING:

\$10,500 raised from sale of five older carts. Plus \$16,500 approved by the Board as a Capital budget project (and approved by Lake Limerick members for Capital projects in the September 2022 annual vote). **Total available funding: \$27,000.**

VENDOR:

This is a sole source purchase. Pacific Turf is the area's EZ-GO distributor. We have purchased 18 carts in the past from Pacific Turf. They are an excellent company to work with, and they stand behind their product. In addition to these five golf carts, they are supplying an extra **5 new windshields at no cost**. These are to replace ones cracked on previously-purchased golf carts. The carts have new batteries, 4 batteries per cart. The cost of 1 battery is between \$180 and \$250.

The Greens Committee is doing their due diligence by updating our outdated carts, to be able to increase revenue, attract more golfers and most importantly to increase the reliability of our carts. This income source is a big benefit to Lake Limerick Community. This helps us increase revenue to offset the cost of doing business.

Greens Committee and Staff



FLEET GOLF CAR PROPOSAL PRESENTED TO
Lake Limerick Country Club

WWW.PACIFICGOLFTURF.COM

PORTLAND, OREGON 14625 SE STARK ST PORTLAND, OR 97233 (503) 282-6022 (800) 368-9158	SNOHOMISH WASHINGTON 1818 BICKFORD, AVE SNOHOMISH, WA 98290 (360) 568-7798 (800) 368-9158	SPOKANE WASHINGTON 6206 E TRENT AVE BLSG 2 SUITE A SPOKANE VALLEY, WA 99212 (509) 879-5117 (800) 368-9158
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JOHN DEERE GOLF

TRU-TURF

DAKOTA



CUSHMAN
A Textron Company



LASTE C



Wiedenmann



TURFCO

STEINER



A Textron Company



A Textron Company



JOHN DEERE GOLF

Presented To:

Vern Duggan

Lake Limerick Country Club
790 E. Saint Andrews Drive
Shelton, WA 98584

Prepared By

Eric Bowen
Fleet Sales - WA
253-508-9192

ebowen@pacificgolfturf.com

QTY	MODEL	VEHICLE COLOR	SEAT TYPE / COLOR
5	2017 TXT 48V E	Ivory	Standard Factory Seat Tan

INCLUDED ACCESSORIES

QTY	ACCESSORY	ACCESSORY DETAILS / COLOR
5	Top Assembly	Black
5	Wheel Covers	Gold
5	Standard Tire and Wheel	
5	New Batteries	
5	Windshield (New)	
5	Message Holder	
5	Additional Windshields for previous fleet purchase	

Any change to the accessory list must be obtained in writing at least 45 days prior to production date.

<i>Location of Logo</i>		
5	Course Logo	Front Cowl
<i>Location of Numbers</i> <i>Number Sequence</i>		
10	Die Cut Numbers	One Per Side

**Club is Responsible for logo artwork 45 days prior to fleet delivery*

SPECIAL CONSIDERATIONS

Proposal includes 5 new windshields for RXV model cars current fleet at N/C

Acceptance of the above listed accessories and vehicle information

Accepted By: _____

Date: _____

Title: _____

Pacific Golf & Turf

Accepted By: _____

Date: _____

Title: _____



A Textron Company



JOHN DEERE GOLF

Presented To:

Prepared By

Peter Trudeau

Sales Manager

(503) 313-3793

ptrudeau@pacificgolfturf.com

FINANCIAL DETAILS

QTY	MODEL	Terms	UNIT PRICE	TOTAL MONTHLY PRICE
5	TXT 48V E	COD	\$ 5,300.00	\$ 26,500.00
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
				\$ 26,500.00

TRADE / LEASE TERMINATION

QTY	YEAR MODEL	CONDITION	VALUE PER CAR	TOTAL
N/A				\$0.00
				\$0.00
				\$0.00
				\$0.00

FLEET INSPECTION REPORT

- 1- Customer acknowledges they have received a full inspection report (attached) detailing the current condition of the trade in / Lease return Vehicles
- 2- Customer understands that excess damages to Lease Termination vehicles will be added to the cost of the replacement fleet as specified in this agreement.
- 3- Customer understands that trade in values are based on the condition of the vehicles on the date of the fleet inspection.
- 4- Customer understands that this agreement is based on the condition of the vehicles at the time of inspection. Any damages or loss of vehicle accessories / chargers that occur between inspection and acceptance of new vehicles by Pacific Golf & Turf is the responsibility of the customer.

Existing Lease Number(s)

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Last Payment to be made:

Above stated lease schedules with _____ will be terminated as stated above. Assuming all previous payments are current and there are no outstanding tax or fees including late charges.

PROPOSED LEASE DETAILS

Payment Schedule: N/A

Payment Months: _____

Expected Delivery: _____

First Pay: _____

Additional Information:

PROPOSAL EXPIRATION DATE:

This Proposal is valid through 11/15/2022 delivery date is subject to change based on product availability.

Accepted By: _____

Date: _____

Title: _____

Pacific Golf & Turf

Accepted By: Eric Bowen

Date: 10/26/2022

Title: WA Fleet Sales

Project Approval Request

Purchase Rototiller / Cultivator “58 inch”

FROM: Greens Committee – 11/01/22

PROJECT MANAGERS:

Roger Milliman (CAM) and Javier Martinez (Greens Superintendent)

SCOPE OF WORK:

To purchase a Rototiller/Cultivator that attaches to existing equipment.

PURPOSE:

To repair and improve the golf course, parks and surrounding grounds at Lake Limerick. For example, we currently have a project to redo and level all 18 tee boxes. With the rototiller, we will greatly reduce the cost of time and labor.

REASON:

Currently, when we need to use a rototiller, we have to borrow one from other sources or rent one.

COST ESTIMATE: \$2699.99 + tax \$237.60

Total cost, \$2,937.59 (through Tozier Brothers, Shelton “*support local*”).

OTHER BIDS:

Lano Equipment, \$2710+tax ... Tractor Supply, \$3284+tax.

FUNDING:

To come out of Greens 2022 Fundraiser monies (Funds raised \$10,625)

Vern Duggan, Chair

Greens Committee

TOZIER BROS. INC.
P.O. BOX K
110 MILL STREET
SHELTON, WA. 98584
PHONE: (360) 426-2411

PAGE NO 1

TOZIER BROS ACE HARDWARE
SINCE 1975

1 1

CUST # *5

REF. # LAKE LIMERICK
EXP DATE: 11/29/22

EST #
DATE : 11/01/22
CLERK: BECCA
TERM # 565

TIME : 8:55

* QUOTE *

QUANTITY	UM	ITEM	DESCRIPTION	SUG. PRICE	PRICE/PER	EXTENSION
1	EA	RTA1258	LP RTA1258-3282 TILLER 58 IN Serial#1343118 Kabota Land Equip \$2710.	2699.99	2699.99 /EA	2,699.99
** ESTIMATE ** ESTIMATE **				TAXABLE		2699.99
				NON-TAXABLE		0.00
				SUB-TOTAL		2699.99
				TAX AMOUNT		237.60
				TOTAL ESTIMATE		2937.59

X

Received By