

LLCC Greens Committee Meeting MINUTES

Tuesday, July 11, 2023 (3:00 PM – Pro Shop Café)

ATTENDEES: Vern Duggan, Robbi Alberts, Gail Gagner, Joel Gray, Lance Levine, Nancy Milliman, Sheila Nokes, Steve Saylor
[Excused: Ed Irvin, Tim Magee, Gayle Wilcox, Gary Yando]
GUESTS: Dean Dyson, Jerry Nokes
STAFF: Javier Martinez, Roger Milliman

Vern called the meeting to order at 3:00 PM. *(NOTE: Date slid one week, due to holiday)*

Minutes: Sheila Nokes moved to: **APPROVE THE MINUTES FROM THE JUNE 6, 2023 GREENS COMMITTEE MEETING.** Lance Levine seconded, and the motion **PASSED.**

Greens Report: Javier reported early July was eventful with Lake Limerick Daze and the holiday. His crew has been keeping the course in great playing shape. They have been working hard and it is hoped their pride in the course shows. Golfers are enjoying it!

Things accomplished in June: Team has been busy staying on top of mowing the course ... spraying the greens and tees with wetting agent to keep them from burning out ... watering every day, continually trying to keep the course nice & green ... managing the watering of the course to make sure it's receiving the right amount of water (not too much, or too little) ... making sure the course was in top shape for Limerick Daze events so the community and public could enjoy themselves ... stopped using Round-Up, and now using Cheating Pro ... finished laying recycled asphalt for the new chipping green parking spots and new #12 tee box.

Things to accomplish in July: Continue punching greens with solid needle tines ... continue to look out for diseases that may appear on the greens, in order to stay ahead of it ... continue watering the course to keep it green and healthy (while trying to avoid players) ... Now that summer is here, adjusting watering times on the course (may be later, or earlier, depending on temperature) ... watching out for any sun damage on the course ... adjusting the height of the mower on the course (to stay looking green during the summer).

Topics to Discuss: Now that it is summer, it's been challenging to make time for watering while avoiding players. (Javier wants everyone to know they are doing their best, trying to get this done in a timely manner) ... Members know the rules and routines of the course. The public, on the other hand, do not. Keep this in mind if there are situations or complaints that occur. This year, many players are coming in to enjoy our course ... Javier said his crew takes pride in the condition and looks of our course. They will continue to maintain the course in top condition, and make any changes needed to beautify and make the course enjoyable for the community.

It was noted the recycled asphalt was laid at no charge (the materials were donated; and Mike Speaks donated his time). We'll see how it does before deciding on using it elsewhere. Some public golfers have commented on how lucky we are to have our sprinkler system in great shape, keeping the course green.

Javier said they may begin mowing the rough higher, and less often, to keep it green in the hot season.

Several commented that today was the first time they used the new Blue tee-box on #12; and it really turned out nice! The crews are also doing a good job knocking down the flowering weeds.

Steve Saylor asked about the #9 honey-bucket. Is it time to replace it? (Javier said he'd check on that.) It is maintained once a week (Tuesdays?)

Our sand vendor no longer has sand, so Javier is checking into other sources. It's possible he'll only be able to purchase sand that is a little different color of beige than our current sand.

CAM Report: Roger Milliman said our community has a lot to be thankful for from the firefighters who contained the McEwan Fire. It burned 257 acres, but there was no loss of homes or lives. Next Wednesday, LLCC is hosting a Town Hall on "Wildfire Prevention" (Wed, July 19 @ 6 to 8 PM).

HURRAY! The 50-year lease with the Navy was finally filed with the county last week. (County was holding it up, trying to get the federal government to pay their excise tax...) Thanks to everyone who worked on that for years (Lance & Jerry Nokes since 2012), and to Christy and Roger for seeing it all the way through filing.

Our financials, YTD revenue compared to last year is up 9% for Golf; and 22% for Café. The Board had a very aggressive targeted budget for Golf, but they are \$28,500 under projected revenues. Things should be looking good by the end of the fiscal year (Sept 30). Due to cost of goods and some other issues, the Café is \$5,600 over budget, but things are improving and under control.

Javier is \$1200 over budget, due to extra product needed on the course during this dry spell.

Comments from the Chair: Vern said he and Mark were invited to meet with the Board and explain our capital projects, and it went very well. Now it will be up to the members.

Marketing: Nancy Milliman reported in June, we rented 653 carts, bringing in nearly \$9,000 (they are paying for themselves). Our specials and coupons brought in another \$2,630.53. The Minihan tournament is coming up the first Friday & 1st Saturday of August (4-5). And the Men's Club St. Andrews Open is on the 2nd Saturday (Aug. 12).

Last week's *Journal* had a coupon error, so they running our ad every week during July at no extra cost Nancy said she and Elen will tweak our ad to show a longer expiration date, through mid-October. Every issue of the *Fjord Magazine* was distributed by mid-July. The "*Business Matters*" insert in the *Journal* contained our ad plus a feature article with information about our course & facilities (pages 6-7).

Nancy said she's been working with the Inn Committee on flooring for the Pro Shop & Café. They selected a textured adhesive flooring (she passed around a sample). Others who have used this say it wears well with golf shoes. The Café area is ~56% of total; Pro Shop & Office is ~44%. A price of ~\$18,000 includes leveling and installation (two days). Volunteers would remove furnishings and put back when the job is done. It's expected this would be done in the winter when the course isn't busy. It's the same price per square foot as the flooring recently laid in the Inn.

In the cooking area, behind the counter, they would apply a product used in commercial kitchens, right over the linoleum.

Robbi questioned whether the Pro Shop side of the building really needs new flooring? The carpet there is in pretty good shape? Vern felt cleanliness (easier to clean), and continuity are important issues. And if we wait say 10 years to install similar flooring on the Pro Shop side, would it match?

Sheila Nokes moved that: **THE GREENS COMMITTEE REQUESTS THE BOARD APPROVE FUNDS, NOT TO EXCEED (44% OF) \$20,000 FOR OUR PORTION OF NEW FLOORING, AS PROPOSED BY THE INN COMMITTEE TO BE INSTALLED IN THE CAFÉ & PRO SHOP.** Nancy Milliman seconded, and the motion PASSED.

Lance suggested we install signs saying we are a "spikeless facility".

Pond Clean-up: Joel Gray said at the beginning of the year, the Board passed our PAR to clean up the vegetation in the pond, with our crews doing the work (end of August, early September). He asked Javier if he tracked down excavating help? Javier said he's looking into whether they need a bigger excavator? The golf course ambassadors will help as needed based on the removal method Javi finally arranges. Once the vegetation is removed, Part 2 will be to lay down burlap where vegetation is removed around the perimeter of the pond, not disturbing the middle island of the pond where existing wildlife will continue to use the area. It is hoped that frogs and other aquatic animals might return to the area.

Joel has put together a second PAR to cover procurement of the burlap to retard further growth of invasive vegetation in the golf course pond (Hole 6/7) (see Attached PAR). [It was noted we can see how this works in the golf course pond before deciding whether to also use this method in the bird sanctuary of Lake Limerick, etc.]

Joel Gray moved that: **THE GREENS COMMITTEE REQUESTS THE BOARD APPROVE FUNDS, NOT TO EXCEED \$2,400, FOR PROCURING BURLAP TO RETARD FURTHER GROWTH OF INVASIVE VEGETATION IN GOLF COURSE POND (Hole 6/7), (per the Attached PAR and cost estimate) ... ONCE CATTAILS & OTHER INVASIVE VEGETATION IS REMOVED (per previously approved PAR).** Nancy Milliman seconded, and the motion PASSED.

It was noted that maintenance crew member Elias is leaving us in two weeks, so we'll be looking to fill that job.

Fundraiser: There was some discussion about holding our fundraiser on July 28th. With all the current activities on the course, it was suggested we should delay holding a fundraiser until later in September/early October (Oktoberfest theme?) It might attract more golfers then. And we should include what the fundraiser is for.

New Business: Lance said he'd still like to see us install some sort of wall behind the #17 tee-box, offering a better "entrance" look to Lake Limerick? Perhaps a 5-brick high wall, with sand or gravel? Vern suggested some folks get together and come up with a design, and a plan, and bring it to our next meeting.

Adjourn: At 4:20, Sheila Nokes moved to: **ADJOURN.** Lance Levine seconded, and the motion PASSED.

NOTES BY ROBBIE

ATTACHMENTS (requiring Board Action)

- **PAR for Flooring in Pro Shop / Café (to be presented by Nancy Milliman, not attached)**
- **PAR for Procurement of Burlap (for Pond Cleanup/Vegetation Removal (Hole 6/7)**
Cost estimates included in PAR

PROJECT APPROVAL REQUEST

1. **Project name:**

Procurement of Burlap to Retard Further Growth of Invasive Vegetation in Golf Course Pond (Hole 6/7)

2. **The person or Committee proposing the project.**

The LLCC Greens Committee is sponsoring this project with Joel Gray being the volunteer point of contact.

3. **The project's description/scope including:**

a. **Narrative description of the project:** The pond on Hole 6 & 7 has become overgrown with cattails and other invasive grasses/vegetation. A PAR was previously developed by the Greens Committee and approved by the LLCC BoD to have invasive vegetation removed from the pond by Golf Course Staff and Member Volunteers (Golf Course Ambassador Program Members). This PAR requests funding to pursue a 2nd phase of vegetation treatment in the pond by procuring burlap and having it laid over the areas where vegetation was removed.

b. **The project's purpose and the value LLCC members will receive from the completed project, including any health and safety improvement aspects:**

Retarding future growth of pond vegetation will help support water drainage away from the golf course and neighboring member properties. It will also increase the esthetic of the pond for local homeowners and golfers alike. By reducing future cattails and other invasive vegetation, laying down burlap should delay, or possibly eliminate, the need for future dredging which can be very expensive.

c. **Such drawings and sketches as necessary to understand the project:**

Below is an August 2002 view of the pond (Google Earth). Figure 1 shows the estimated area where the cattails/vegetation will be removed and burlap covering is proposed to be laid down. The burlap to be purchased is also shown below via Figure 2.

LLCC's Limnologists (Lake Advocates) have recommended burlap be used to retard vegetation in LLCC's lakes and they have confirmed its application for the pond as well.

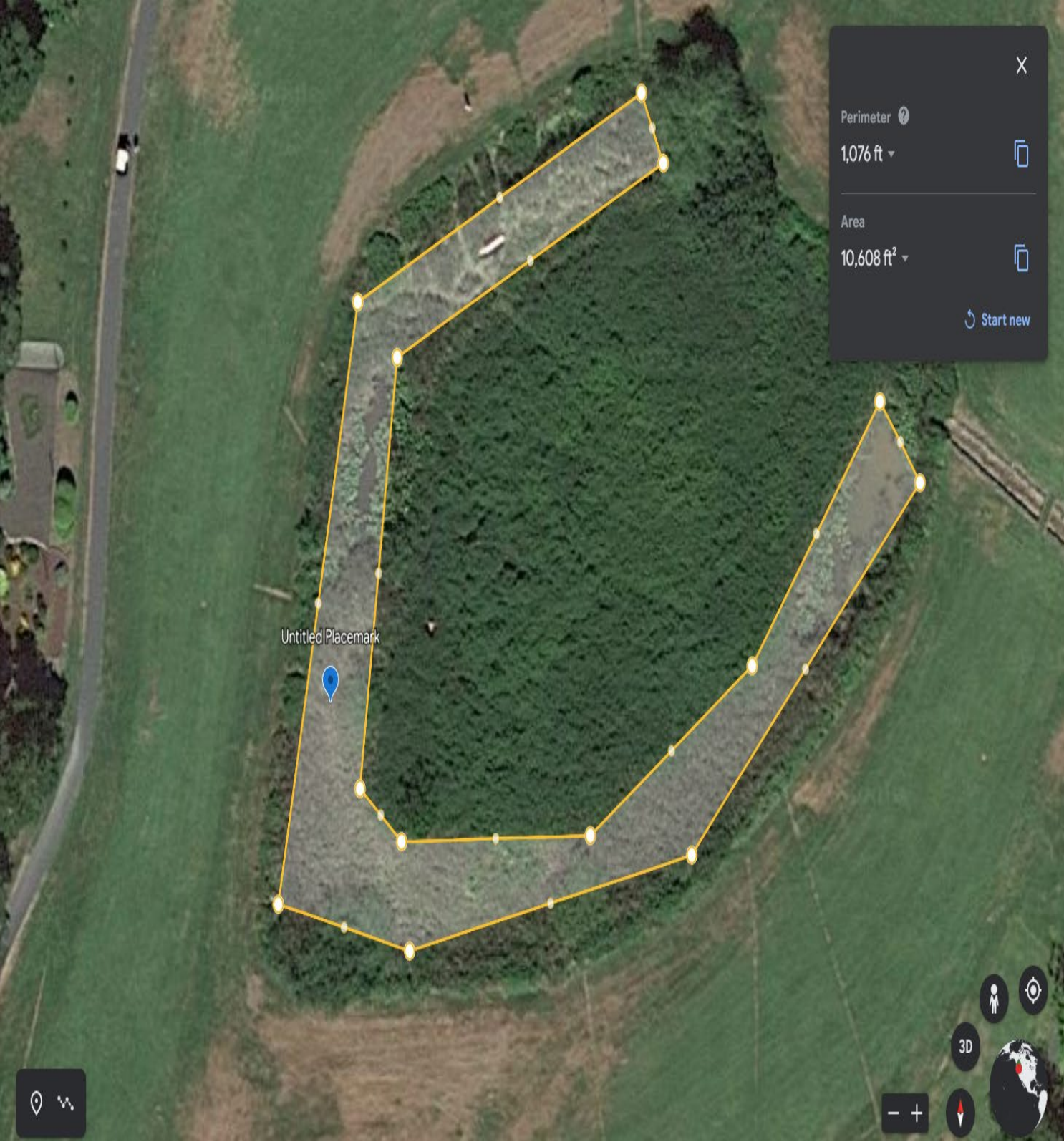


Table 1 Area Where Burlap is Estimated to be Placed

Burlap Roll - 96" x 50 yds



Recommended for construction.

- Extended length for large-scale landscaping projects.
- Burlap absorbs moisture while allowing airflow. 10 oz. natural fibers.
- Biodegradable.

Burlap Bags - 10 x 14"



Ship and store metal parts and hardware.

- Burlap bags absorb moisture, oil and grease while allowing airflow.
- Strong 10 oz. natural fibers. Biodegradable.
- [Drawstring Burlap Bags](#) also available.

Figure 2 Specifications for Burlap Rolls and Burlap Bags

- d. **The approximate cost for the project, and the basis and assumptions for that cost estimate:**

Burlap Estimate Calculations		
1	Area	10608
		Square Feet Per Google Earth Area Calculation. See Figure 1
2	Burlap Roll Size	1200
		96"*50yds (8'*150') per ULINE (Supplier) Website. See Figure 2
3	# of Rolls	8.84
		(1)/(2)
4	Rolls to Order	9
		Round Up to full roll for ordering purposes
5	Price Per Roll	\$ 221.00
		Per ULINE quote (attached)
6	Burlap Bags	\$ 54.00
		Used to hold down burlap barrier. 100pc min buy. Per ULINE quote (attached)
	Subtotal	\$ 2,043.00
		(4)*(5)+(6)
7	Tax	\$ 183.08
		Per ULINE quote (attached)
6	Shipping	\$ 110.90
		Delivery to LLCC via Oak Harbor Freight. See attached ULINE quote.
8	Total Procurement	\$ 2,336.98
9	Labor	0
		Included as part of existing Golf Course Crew job scope and salary
		Golf Course Ambassador Program to provide volunteer labor
Total Project Cost		\$ 2,336.98

- e. **A recommendation as to whether the project should be delivered in-house with LLCC staff, use outside contractors or consultants, or be carried out by a combination of in-house and outside resources:**

Community Association Manager or Greens Manager to procure materials from supplier (ULINE).

Laying down of burlap to be accomplished by Golf Course Crew and Member Volunteers.

f. **An approximate schedule, including any time constraints regarding project activities or completion date:**

Burlap to be laid down after vegetation is removed. ECD is August 2023.

4. **The budget status of the project:** (e.g. Has a Committee, and/or the Board, already included the project in the current year's budget?)

Funding for this project is not included in the 2022-2023 budget.

5. **Any additional considerations the Board may need to consider, including any foreseeable project risks or liabilities**

Other than typical ergonomic/workplace hazards of dealing with materials in a marsh-like environment. There are no known risks associated with procurement and laying down of the burlap.

6. **The proposed project manager:**

It is anticipated the Greens Manager and Golf Course Operations Manager will be the formal LLCC employee project managers with the support from Joel Gray from the LLCC Golf Ambassador Program.

7. **Evidence of coordination with the appropriate staff departments and management and the staff's recommendation.**

The CAM, Golf Course Operations Manager, Greens Manager and Greens Committee are familiar with this request based on Greens Committee meetings and informal conversations regarding removal of the vegetation from the pond and need to inhibit future growth of undesired vegetation. The BOD is familiar this project based on draft Greens Committee meeting minutes provided to the BOD prior to their 20 May BOD meeting.

Attachment to Hole 6 and 7 Pond Burlap PAR:



1-800-295-5510
uline.com
customer.service@uline.com

**PRICING
REQUEST**

REQUEST # 87047978

Thank you for your interest in Uline!

PROVIDED TO: JOEL GRAY LAKE LIMERICK
790 E SAINT ANDREWS DR
SHELTON WA 98584-9688

SHIP TO: JOEL GRAY LAKE LIMERICK
790 E SAINT ANDREWS DR
SHELTON WA 98584-9688

CUSTOMER NUMBER			SHIP VIA	REQUEST DATE	
24238256			OAK HARBOR	04/19/23	
QUANTITY	U/M	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXT. PRICE
9	RL	S-19806	BURLAP ROLL - 96" X 50 YDS	221.00	1,989.00
1	BD	S-14515	BURLAP BAGS - 10 X 14"	54.00	54.00

SUB-TOTAL 2,043.00	SALES TAX 183.08	SHIPPING/HANDLING 110.90	TOTAL 2,336.98
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NOTE:

DELIVERY TIME 1 BUSINESS DAY VIA OAK HARBOR.
ATTENTION: JOEL GRAY

** Note: Prior to LLCC formally placing the order with ULINE, the Customer Number will need to be updated to reflect appropriate LLCC names and Ship To address.