

## Lake/Dam Committee Meeting minutes

Saturday, January 8, 2022

9:30am - 11:30am via Zoom

### 9:30 Call to Order

Roll Call Committee Members:

<b>Committee Members Present</b>	<b>Absent/Unexcused Members:</b>	<b>Guest Attendees</b>
Lou Jackson Tim Reber Dennis Muretta John McRoberts Teddy Lovgren (CHAIR) Maureen Glenn Dave Kohler Steve Glenn Karen Kohler Joel Gray (CO-CHAIR) Dorothy Powter Mandy Paradise 3/285	Jack Betterley  <b>Excused by Committee Chair:</b> <i>Deanne Landsverk</i> <i>Duane Landsverk</i> <i>Debbie Moore</i> <i>Jared Foss</i> <i>Kelly Evans (Leave Absence)</i>	Pat Paradise 4/175A Dean Dyson 2/200 Dan Bussler 5/92

**Chairperson's Opening Comments:** Teddy Lovgren

Aim to go through all the motions to the board

### **Approval of December 4, 2021 minutes**

Karen moved to approved; Dorothy seconded

**Correspondence:** Teddy reported there was no correspondence to the committee.

### **Status December Motions to the Board:**

Need to resubmit December's motion to the board. Last month's attachments did not get included into the Board meeting "deck" due to miscommunication and were deferred to January. Teddy re-submitted/re-sent the signage documents and water quality attachments to the Board for inclusion into the January 2022 BoD meeting.

Motion made to reaffirm that the December 2021 motions deferred by the board due to miscommunication be moved to the board, this includes the motion and example 1) Park Signage and 2) Water Quality Samples.

Discussion - Committee can reuse and re-submit the motion form last month water quality and signage. Dean Dyson (guest, Board Secretary) and Teddy indicated that they would closely monitor to ensure the water quality and signage motions move ahead.

Dave Kohler made the motion; Teddy L. seconded.

Vote: Motion carried unanimously

❖ **SEE MOTIONS TO BOD**

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### **A. CAM REPORT / PARKS / Docks / Boat Registration**

*CAM Report:* Provided by Joel G. as Joel had met with Roger M. (CAM) early in the week. Roger was unable to attend this meeting due to conflicts with other LLCC Committee meetings.

- Dimming Park Lights (aka light pollution): PUD will add dimming the park lights to their list to do; low priority until PUD busy season (snow, rain, windstorms) has passed and the outage frequency is reduced. All PUD owned light pole locations identified by number and provided to the PUD for reference. Joel speculated the dimming and shading will likely not occur until summertime.
- Dam Safety Manual: Dam Safety Office (DSO) has yet to approve the manual updated by LLCC. No anticipated date for approval has been provided by the State.
- Tim met with Roger and Norm on 12/3 and discussed Gate Valve and other spillway concerns which will be identified/tracked in the lake dam work order log. Actions and ECDs to be fleshed out and established with Roger/Maintenance.
- Water Quality: CAM anticipates the Lake Dam Committee to submit the PAR and Motion to the Board this month.
- Repositioning the Log Boom: due to be completed by the end of March. The presently high water from snow and rain has caused a few logs to move out further into the lake.
- Monument to the Dams: Roger (CAM) continues to status the surveyor, but no date set to install the survey monuments has been provided by the Surveyor.
- Hydraulic Project Approval: the ongoing work related to the Washington Department of Fish and Wildlife (WDFW) to recognize the LLCC has a Dam and provides direction related to installation and removal of weir boards. LLCC is waiting on WDFW's approval with the understanding the State of Washington intends to write a MOU as part of a larger statewide project.

### **Park Report: Maureen/Steve**

- Dec 18 parks were visited; parks look good. Tree debris was present yet expected.

Discussion:

- *Maureen's comment:* Log Toy - I've mentioned for several months small roots along the pathway to the end point of the park. They appear to need to be cut or covered as they seem to be a physical nuisance/tripping hazard. Does this remain a need to be monitored?
- *Joel:* talked with Roger and Joel went to inspect. Gravel was added to the park entry to cover exposed roots Joel offered to attend with Maureen/Steve during their next park review to identify and remove the roots they identify.
- Dave Kohler: need to be cautious that the roots are not significant. This trail does not have ADA access - what is the need for this trail to be more managed as compared to any other trail?
- Maureen: I tripped on the pathway which was purposefully landscaped to avoid trip hazards.  
**Action:** Joel, Steve, and Maureen to visit Log Toy Park together to remedy the situation of exposed roots/tripping hazards or note the needed removals for Maintenance to address.

### **Docks/Floats Permits: Teddy**

One application for a boat lift: Div 3; Lot 94 Pat Richards

Status: Denied - missing important information (setbacks, anchorage/attachment). Teddy is expecting the application to be resubmitted.

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### **Boat Registrations:** Dave K. (Reported for Jared Foss)

One application for boat registration: Div 1 Lot 41 Dave Kohler.

Status: Approved:

### **B. OLD BUSINESS**

1. Budget - Update: Teddy - no update.

2. Lake Patrol Mission Statement: this item was postponed by Teddy for the next meeting (Feb 2022).

3. Community Signage: Dennis - Pending and will be resubmitted to BoD this month for final approval based upon the motion made and passed in this meeting.

❖ **SEE MOTIONS TO BOD**

4. Lake Leprechaun Clean Out Project: Steve/Maureen/Tim

#### Discussion One

*Tim:* Previously visited the spillway with Norm and Roger to discuss 1) wood shaped diverter, 2) sediment building up, and 3) the valve. This work has not yet been addressed by anyone and the status of work is unknown. The three (3) items need to be addressed by maintenance; either as one project or three parts. *Joel:* expecting this to be part of the Dam Operations Manual and that maintenance team follows and addresses the tasks within the Dam Operations Manual. As a committee we don't know when maintenance is anticipated or expected to do this work.

*Tim:* Debris is in front of the spillway enclosure itself and is now up and over the gate valve; at some point the debris will need removal. This started when the diverter structure was installed. Frequency is estimated to be a 5–10-year cycle. Shared concerns that the diverter is being compromised due to debris so it can raise and lower during high water events. This is referencing the V-shaped diverter structure (wood diverter V-shaped structure where debris sits and then drops to the bottom of lake causing a sediment building up in front of the spillway enclosure). Debris needs removing prior to cycling the valve so it doesn't flow into the lake. *Joel:* A schedule and prioritization may need to be further emphasized by CAM. A new work order may need to happen to remedy the Diverter in high water situations, like what is occurring in this month. Proposed submission of a work order to CLEAN OUT the debris prior to completing the work in existing work order.

#### Discussion two

*Dan (guest): is the gate valve and weir boards a long-term problem?*

*Teddy:* the valve has had problems for years. We make recommendations to the Board and work with CAM to attempt to properly prioritize this work. Lake Advocates said that the valve is not a priority as pumps may be a faster option. *Tim:* I don't believe it's Lake Advocates that should guide the decision-making and it should instead probably be the Dam Safety Office. If the valve doesn't work, and is identified as not properly functioning, this will potentially need to be addressed in the upgrades. *Lou:* If the Leprechaun diverter valve is not working as it should, is a redesign of that system something we should look at? *Tim:* to

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make adjustments to the diverter is what we want to learn. It is functional during normal water levels, but due to being chained down, when a high-water event occurs it does not perform as the length of the chain seems to impede the needed movement. It appears to need a longer chain, and this is not a safety concern thus priority is lower. *Joel*: Delay in addressing the valve may also be a result of turnover of Maintenance managers and this work order slipping through the cracks.

**Action:** Joel will pursue working with CAM to prioritize the Dam Operations Manual tasks and routines with the maintenance team. A work-duties or task schedule seems to be a valuable suggestion. Joel will coordinate with CAM to ensure maintenance items are reemphasized and will pursue the Work Order for debris removal near the v-shaped diverter.

### 5. Park Hosts: Dave

Posting for park hosts has occurred in two publications. Dave has received minimal outreach from interested parties. Dave proposed adding the announcement for Park Hosts via the email list and Robbi Albert's email list. The committee members supported this and wider sharing.

### 6. Docks/Floats Compliance: Teddy -

No compliance activity reported this period. All the non-compliance issues have been resolved to-date.

### 7. Weed Treatment: Lake Advocates Zoom Mtg Minutes - Teddy (Debbie is point but was absent. Teddy presented on her behalf)

#### Discussion 1

Lake Advocates Meeting: Teddy noted that Debbie may have public questions that need to be submitted to Lake Advocates so that LLCC members who were not allowed to ask questions at the Lake Advocates Study Session get replies. Mandy stated that the notes have been sent out to the Lake Dam committee but doesn't understand what is holding up their finalization. Some question of whether there is a need to be reviewed by the committee, then sent to Lake Advocates. Mandy asked clarifying questions regarding the status of approval and distribution of the notes to whole community. Committee discussion led to assignments of action items.

**Goal is to have the finalized Lake Advocates meeting notes (from December) sent to the Board on or by February 9, 2022.**

- Dennis to nudge Debbie: Are there any community questions (questions from the audience) for Lake Advocates? Dennis to obtain questions from Debbie by Jan 15, 2022.
- The Lake Dam committee has a period of one week for to provide comment on the drafted notes of the Lake Advocates Meeting. Comments are to be sent to Teddy, and Dennis with a cc: to Joel. Comments are due by Jan 15, 2022.
- If comments are received by Teddy, and Dennis, then they will compile comments on the drafted notes and send to Lake Advocates by Jan 22, 2022.
- When Teddy submits drafted meeting notes to Lake Advocates for content approval, they will provide Lake Advocates with a requested completion date.

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- **Goal is to have the finalized notes sent to the Board on or by February 9, 2022 with a request for posting to LLCC website.** Teddy plans to submit finalized Lake Advocate Meeting notes to the Board on or by February 9, 2022. This enables the notes to be included for review at the February Board Meeting (on Feb 19th).

### Discussion 2

*Teddy shared the concept of a Weed Monitoring Committee.* Debbie forwarded an example of this concept from another community. Such a committee could grade the weeds on density, monitor for iris, algae blooms, etc. More routine than just once a year as we currently receive by Lake Advocates. *Maureen* - isn't that what LA does for us? *Dave* - Lake Advocates build a plan that does that for both lakes. Lou - should this be discussed alongside the weed harvester? Mandy: please read the notes from the Lake Advocates Meeting, details about the weed harvester are there and Lake Advocates is not a proponent of utilizing a weed harvester. Seems counterproductive to have a weed harvester, and the same seems true for a weed monitoring committee as we run the risk of doing more harm than good by not following expertise (example, pulling or cutting weeds in the lake can be detrimental and cause algae blooms or cause weeds to 're seed' or proliferate when done incorrectly and varies by species).

8. Lake Long Term Health and Welfare: Joel/Deanne - on hold

9. Long Term Vision for Parks/Restrooms: Deanne, Dennis, Steve (Jan 2022)

### Discussion 1

*Dennis:* request by Brian Smith to put together a BOD motion and PAR to buy and install Costco Pavilion structures and picnic tables because they are presently on sale and didn't want to miss the reduced price. Clarification - *Teddy:* Teddy and Brian had a conversation and Brian suggested installing a pavilion at Old Lyme and Leprechaun to provide a covered area like at log-toy, a feature that seems to be widely enjoyed there. Dennis/Teddy put together a PAR and BOD motion and submitted to the Lake Dam Committee for review last night. *Wider discussion:* This type of improvement is within our purview but implementing this structure hasn't actually been discussed in previous meetings. *Questions: Is this something that may have value with members? Are these structures bringing "value-added" or are they hindrances? Do they need a foundation? Will a permit be required? Setback from lake? Will it impede the boat launch at Leprechaun? How will it impact the footprint of Leprechaun Park? Might it encourage vandalism?* Much to consider and more time is needed; various concerns about rushing and having less than 48 hours to review the concept. Dave advised that a Park Plan/Vision exists and may be in the office files and needs to be obtained and reviewed by a L/D sub-committee. Based upon the existing vision, then determine maintenance and improvements or needs that can be done to enhance parks.

### Guest Comments:

- Dan: Costco will most likely have the structures in the future and they will go on sale again. Might a building permit be needed?

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- Pat: LL has managed to get by without the 2 structures for years - and to make a decision overnight seems unfair. Noted that Brian is a community member; these items cannot be a request from the Board.

**Motion** was tabled until 1) additional community input on if these structures are desired in Leprechaun and Old Lyme and 2) can be determined for alignment with the vision of the parks.

Motion made by Dave, seconded by Mandy

Motion passed unanimously

**Action:** Dennis to lead Park Vision a sub-team with Dorothy, Joel, Teddy, Pat (guest), Steve and Maureen.

1. Locate and distribute the Park Vision Document; obtain the Park Planning Document (authored by Linda?) a binder of documents for the purpose and mission of each park.
2. Review the Parks Vision document and plans to Old Lyme and Leprechaun.
3. Examine the parks for fit and feasibility of proposed structures.
4. Obtain community input on adding structures to the parks to help inform the committee's next steps.

### Discussion 2

Park bathrooms were briefly discussed. Committee discussed that the bathrooms may require needed maintenance such as septic inspections as the restrooms are 50-60 years old. The bathrooms are not heated and water to bathrooms is turned off to prevent the pipes from bursting. Comment by *Pat*: Park bathrooms had previously been heated and open year-round. Buildings are structurally sufficient. Maintenance may need to be prioritized for roof, gutters, and consideration of stainless-steel fixtures. These steps could enable the bathrooms to re-open with minimal impact to continuous, year-round operation.

10. Dock & Float Guidelines Update: Dennis / Sub-committee finalizing update for LD Committee. The Dock and Float Guidelines review is being postponed until February due to the subcommittee working to incorporate comments it received.

## **C. NEW BUSINESS**

### 1. Project Manager For New PARs

Emailed documents to the committee for review, Teddy hoping this will be voted on today.

#### Discussion

*Dave*: the board had approved a budget for this, but that seems incorrect. *Teddy*: it was budgeted but not funded. *Pat*: was on the board at the time the budget was reviewed and adopted. During the budget study session, the Project Manager consideration was removed, and the remaining 19 or so items were voted on for priority. At the next BoD meeting, when the budget came up for voting by BoD members, the Project Manager item reappeared. It was removed by the board, then put back in by someone. *Wide discussion*: in the budget but has not been released or approved for spending. *Joel*: Project Manager/HR position. Talked



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to Roger to convey there is a sense of urgency to hire the Lake Project Manager so the projects can move ahead. *Pat*: Which approved projects? *Dave*: none have been approved for funding. *Teddy*: first we obtain budget approval then ask for funding. If not budgeted, then we can't ask for funds. The budget was established and now the L/D Committee is asking for funding to post the position to move the projects ahead under the posted job. Direct salary may be 60k or so. Salary was a line item budgeted at \$80,000. Salary and oversight to be determined by CAM and Board.

❖ SEE MOTIONS TO BOD

### 2. Focals for New PARs

***This was skipped in the meeting as they are held for hiring a Lake Project Manager- keeping in minutes for continuity purposes***

- [Special Projects Manager Dave, Duane, Teddy - need Committee approval of u/d to Job Description & send to BoD for funding/posting approval
- CC Retention Pond(s)
- Bird Sanctuary Dredging
- Weed Harvester Jack
- Cranberry/Kings Cove Dredging
- Inn Island Bridge/Culvert
- Inn Island NE Section Repair Joel
- Leprechaun Dredging Tim, Steve, Maureen, Debbie]

### 3. Fishing Derby Dennis

Fishing Derby will be held on April 23<sup>rd</sup> this year coinciding with opening day of lowland lake fishing. There are several long lead items that need to be started including permits, coordinating fish plant, etc. Due to on-going pandemic need Board authorization to start initial planning.

❖ SEE MOTIONS TO BOD

### 4. Future Meetings Hybrid Discussion

*Teddy*: checked with Don Bird for hybrid water committee meeting. *Teddy* shared he thinks having a large TV and equipment for a conference type center. *Mandy* asked why we could not continue with Zoom indefinitely. *Teddy* explained that a teleconferencing committee center may be useful to enable accessible meetings for hybrid and in-person, long-term, and improve ability for more participation in varied ways. *Dave* said not everyone prefers zoom, indicating some may prefer or need in-person. *Wider discussion*: Sufficient screen and cameras, audio, and displays needed to implement effective hybrid meetings. *Discussion shifted* to larger needs for data storage and documents. The Lake Dam committee noted a variety of digital-supports and infrastructure needs to efficiently do committee business on behalf of the membership.

❖ SEE MOTIONS TO BOD

**Action Item** - *Teddy* to share digital file management and Hybrid Conference Room motions with other committee chairs and provide opportunity for awareness/support.

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5. Other Topics – None

### D. GUEST INPUT

Dean Dyson, board member, requested that the meeting minutes from today's meeting be quickly made available due to a condensed timeline of after holiday meetings and the desire of the board to review meeting notes in advance of the upcoming BOD next week. **Action:** Mandy to provide notes draft to Lake Dam Chairs by 10 am on Tuesday Jan 10th for committee review. Teddy/Dennis to set deadlines and work to submit to the BoD.

### E. REVIEW OF NEW COMMITMENTS

Completed review of commitments and action items.

Items (DEC 4, 2022)	Assigned To	Status
Schedule meeting with Lake Advocates for L/D committee members – weekday evening 7pm preferable	Debbie	complete
Place advertisement in LLCC Newsletter for Park Host	Dave	complete
Prepare article on behalf of L/D for LLCC Newsletter	Dennis	complete
Review Lake Patrol Mission Statement/Guidelines – submit comments, questions, concerns to Jarred	ALL	
Review Dock/Float Guidelines – submit comments, questions, concerns to Dennis	ALL	complete
Meet with Roger to discuss Lake Manager position	Dave, Teddy, Duane	complete
Meet with Lake Advocates to review core sampling results and determine next steps for Phase 2 PAR	Maureen, Steve, Tim	
Find status Lake Health Motion made by Jack	Deanne	

Commitments & Action Items from Jan 8, 2022	Assigned to	Status
Visit Log Toy Park together to remedy or note the needed trip hazard removals	Dennis, Steve, and Maureen	
Joel will coordinate with CAM to ensure maintenance items are reemphasized, including prioritize the Dam Operations Manual tasks and routines with the maintenance team,	Joel	ECD 1/15/22



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Pursue the <b>Work Order</b> for debris removal near the V-shaped diverter on Leprechaun	Joel	ECD 1/15/22
Obtain from Debbie: Are there any community questions (questions from the audience) for Lake Advocates? Dennis to obtain questions from Debbie <b>by Jan 15, 2022.</b>	Dennis	
The Lake Dam committee attendees comment on the drafted notes of the Lake Advocates Meeting. Comments are to be sent to Teddy and Dennis with cc to Joel. Comments are due <b>by Jan 15, 2022.</b>	All Lake Dam members	
If comments on Lake Advocate meeting minutes are received by Jan 15, said comments will be compiled by <b>Jan 22, 2022.</b>	Teddy, and Dennis	
Drafted Lake Advocate meeting minutes are sent to Lake Advocates for content approval by <b>Jan 22, 2022.</b> Lake Advocates will be provided a deadline for review.(example: by Feb 1, 2022)	Teddy, and Dennis	
Submit finalized Lake Advocate Meeting notes to the Board on or by <b>February 9, 2022.</b> This enables the notes to be included for review at the February Board Meeting (set to occur Feb 19)  <b>Goal is to have the finalized notes sent to the Board on or by February 9, 2022 with recommendation for posting to LLCC Website.</b>	Teddy, Dennis,	
Locate and distribute the Park Vision Document; obtain the Park Planning Document (authored by Linda?) a binder of documents for the purpose and mission of each park.	Dennis to lead with Dorothy, Joel, Teddy, Pat (guest), Steve and Maureen.	
Review the Parks Vision document and plans to Old Lyme and Leprechaun;	All committee members	
Examine the parks for fit and feasibility of proposed structures.	Dennis, Dorothy, Joel, Teddy, Pat (guest), Steve and Maureen.	
Obtain community input on adding structures to the parks to help inform the committee's next steps.	Dennis, Dorothy, Joel, Teddy, Pat (guest), Steve and Maureen.	
Share <i>digital file management</i> and <i>Hybrid Conference Room</i> motions with other committee chairs and provide opportunity for awareness/ support.	Teddy	
Provide notes draft to Lake Dam Chairs by 10 am on Tuesday Jan 10th for committee review. Teddy/Dennis to set deadlines and work to submit to the BoD.	Mandy	

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### F. MOTIONS TO THE BOARD

#### Park Signage – (Previously Submitted in December 2021)

The Lake/Dam committee Moves to approve accept signage as presented (with correct formatting of item #2 on Park Rules & Restrictions) and forward to Board for final approval and authorization for Lake Dam to order and install the signage. Funding for this in an amount of \$9,000 has previously been approved by the Board. **[ 7 file attachments ]**

Motion by Joel, seconded by Karen

Motion passed 14 Yes - 1 No

#### Water Quality Testing – (Previously Submitted in December 2021)

The Lake/Dam committee Moves In acknowledgement of the critical need for empirical data to monitor the health of the lakes, provide necessary information to manage the lakes and historical data to use for requests for future permits, the Lake Dam Committee requests the BOD to authorize that an additional \$4,500 for water sampling expenses, above the \$1,000 budgeted, be approved. Of the \$4,500; an amount not to exceed \$1,800 would be used to purchase a Temperature / dissolve Oxygen Probe, an amount not to exceed \$400 to purchase a PH Level Probe and the remaining \$2,300 to ensure enough available funds to conduct the full level of water sampling as suggested by Lake Advocates and a small reserve to accommodate sample testing service provider price increases. **[ 2 file attachments ]**

In consider this motion for approval, the Lake Dam Committee would like it to be noted that for the prior year's budget period ending September 20, 2021, the budget for Lake Management costs was \$19,000 of which \$11,711.60 was spent and weed treatment was budgeted at \$46,000 of which \$27,029.30 was spent. As a result, a little over \$26,000 was budgeted funds not spent in the fiscal year then ended. (Attached is a Lake Testing Program cost analysis as well as correspondence from Lake Advocates).

Motion by Debbie, seconded by Deanne

Motion passed 15 Yes - 0 No

#### Special Projects Manager

The BOD previously approved the budget in the amount of \$80,000 for the position of a Special Projects Manager who will be responsible for managing all the new budgeted Lake Dam Projects including:

- Dredging of the Bird Sanctuary – Phase 1 Feasibility
- Dredging of Lake Leprechaun – Phase 2 Engineering/Permitting
- Cranberry Creek Sedimentation Pond – Phase 1 Feasibility/Planning
- Repair of NE Section of Inn Island – Phase 1 Planning/Design
- Inn Island Bridge Replacement – Phase 1 Planning/Design
- Weed Harvester – Procurement and Training
- Lake Limerick Dredging Permit (Cranberry/Kings Cove)

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The Lake/Dam committee moves that the BOD fund the previously approved amount so that the Job can be posted and filled, and work can begin on these projects. This position will report to the LLCC CAM who will manage the attached Job posting. **[ 1 file attachment ]**

Motion by Dave, seconded by Lou.

Vote: Motion carried with one nay (Mandy)

### Fishing Derby

The Lake/Dam committee requests that the BOD authorize initial planning for the 2022 fishing derby. The derby will be on April 23rd this year (fourth Sat. of April which coincides with opening day of lowland lake fishing). Authorization will allow the Derby committee to address some of long lead issues associated with derby planning. WDFW requires that we obtain permits for both conducting a derby and for purchasing and planting trout for the derby. The possibility exists that the derby could be impacted by the on-going COVID pandemic. In 2021, the derby format was revised to eliminate a large gathering of people at the Inn at the conclusion of the derby. For 2022, we will again adhere to all COVID mandates from the Governor that exist at that point in time.

Dennis proposed the motion, seconded by Dave

Vote: passed unanimously

### Video Conference Facility

The Lake/Dam committee moves that the board investigate, plan, and implement a video conference facility that can be scheduled by the community.

Dave made motion, second by Dennis

Vote; passed with one nay (Lou).

### Server for Use and Storage of Data by Committees

The Lake/Dam committee moves that the board funds or establishes security protocols and management of digital files and archived files. Investigate and identify the ability to have a records management and retention system or application, and committee documentation server/repository with appropriate remote access by committees (including security protocols, naming conventions, etc.) Cloud service to be considered.

Mandy made motion, second by Dave

Vote: passed unanimously

G. Motion to Move to Closed Session for Personnel - none

H. Motion to Reconvene in Open Session – NA

I. Motion to Adjourn: Motion to adjourn: Joel motioned; Lou seconded

*Next Meeting* - Saturday February 5, 2022, at 9:30am

ZOOM - <https://zoom.us/join> Meeting ID: **885 5607 7548** Passcode: **615749**

Look Ahead:

January 10th - Town Hall Mtg with MC Sheriff's Office @5:30pm

January 15th - Board of Directors Meeting

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February 5th - Lake Dam Committee Meeting  
February 19th - Board of Directors Meeting  
March 5 - Lake Dam Committee Meeting

### **Attachments & Referenced Documents**

#### **Motions to the Board Attachments**

##### **Park Signage**

1. LLCC PARK SIGN SUMMARY
2. LLCC PARK ENTRANCE SIGN DIMENSIONS
3. LLCC PARK ENTRANCE SIGNS
4. LAKE LIMERICK PARK RULES
5. LAKE LEPRECHAUN PARK RULES
6. LAKE LIMERICK BOAT LAUNCH RULES
7. WDFW BOAT LAUNCH RULES

##### **Water Quality**

Water Testing PAR; Attachment to Water Testing Motion (01-08-2022)  
Water Testing Worksheet; Attachment to Water Testing Motion (01-08-2022)

##### **Special Projects Manager**

LLCC Lakes Dams Parks Department Project Manager 2022-01-03 Update

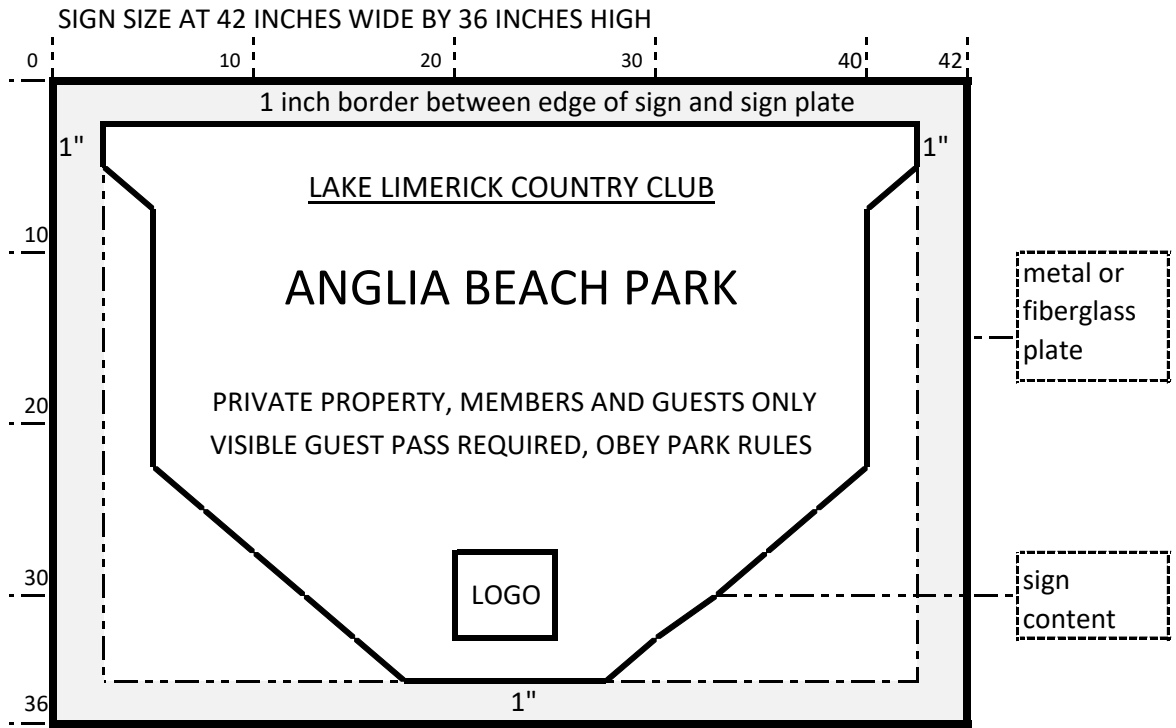
#### **Other Attachments**

1. LD Agenda 8Jan2022
2. LLCC Lakes Dams Parks Department Project Manager Redline Chgs to 2021-06-11 original
3. BOD Request to fund LD&P Project Manager
4. Water Testing Motion; 1-08-2022
5. BOD Request to conduct 2022 Derby
6. Lake Advocates Mtg Notes\_D.Muretta
7. 20Dec2021 LA\_LD Meeting Minutes [DRAFT] 2021-12-21
8. Progress in Lake Management\_2021\_FINAL
9. Park Maint. Rpt Dec2021 (4644\_001)
10. BOD MOTION; INSTALLATION OF PARK PAVILIONS AT OLD LYME AND LAKE LEPRECHAUN PARKSMotion; 1-08-2022
11. PAR; PARK PAVILIONS; LAKE LEPRECHAUN AND OLD LYME
12. ATTACHMENT 1; YARDISTRY OUTDOOR PAVILION
13. ATTACHMENT 2; WOOD PICNIC TABLE

## PARK SIGN SUMMARY

IT IS PROPOSED THAT LLCC PARKS WOULD INCLUDE THREE TYPES OF SIGNS

- A. **ENTRANCE SIGNS** – ENTRANCE SIGNS WOULD BE PLACED AT THE ENTRANCE TO EACH LLCC PARK AND SPECIFY THE PARK NAME AS WELL AS COMMUNICATE THAT PARKS ARE PRIVATE PROPERTY FOR EXCLUSIVE USE OF MEMBERS AND GUESTS ONLY. A SIGN WOULD ALSO BE PLACED AT THE WDFW BOAT LAUNCH TO ALERT BOATERS THAT PUBLIC ACTIVITIES ARE LIMITED TO FISHING, NO RECREATIONAL BOATING ALLOWED. THESE SIGNS ARE PLANNED TO BE 42 INCHES WIDE AND 36 INCHES HIGH.
- B. **PARK RULE SIGNS** – EACH LLCC PARK WOULD HAVE ONE SIGN WHICH LISTS MAJOR PARK RULES BASED ON THE APPROVED “PARK RULES AND SAFETY GUIDELINES”. THIS SIGN WOULD BE PLACED NEAR THE PARK ENTRANCE AND INCLUDE A MAILBOX CONTAINING A HANDOUT COPY OF OUR “PARK RULES AND SAFETY GUIDELINES”. THESE SIGNS ARE PLANNED TO BE 18 INCHES WIDE BY 24 INCHES HIGH.
- C. **LAKE RULE SIGNS** – EACH PARK WITH A BOAT LAUNCH (ANGLIA, BANBURY AND WAY TO TIPPERARY) WOULD HAVE ONE SIGN WHICH LISTS MAJOR LAKE RULES BASED ON OUR APPROVED “LAKE RULES AND SAFETY GUIDELINES”. THIS SIGN WOULD BE PLACED NEAR EACH LLCC BOAT LAUNCH AND INCLUDE A MAILBOX CONTAINING A HANDOUT COPY OF OUR “LAKE RULES AND SAFETY GUIDELINES” A SIGN WOULD ALSO BE PLACED AT THE WDFW BOAT LAUNCH ADVISING PUBLIC BOATERS OF LAKE LIMERICK BOATING RULES AS WELL AS BOATING RESTRICTIONS ON THE PUBLIC. THESE SIGNS ARE ALSO PLANNED TO BE 18 INCHES WIDE BY 24 INCHES HIGH.





*Lake Limerick Country Club*

*Anglia  
Beach Park*

*Private Property, Member and Guest Use Only,  
Visible Guest Pass Required,  
Observe All Park Rules*



*Lake Limerick Country Club*

# *Banbury Beach Park*

*Private Property, Member and Guest Use Only,  
Visible Guest Pass Required,  
Observe All Park Rules*



*Lake Limerick Country Club*

# *Log Toy Beach Park*

*Private Property, Member and Guest Use Only,  
Visible Guest Pass Required,  
Observe All Park Rules*





*Lake Limerick Country Club*

*Way To Tipperary  
Beach Park*

*Private Property, Member and Guest Use Only,  
Visible Guest Pass Required,  
Observe All Park Rules*



*Lake Limerick Country Club*

*Club House Park  
At The Inn*

*Private Property, Member and Guest Use Only,  
Visible Guest Pass Required,  
Observe All Park Rules*



*Lake Limerick Country Club*

*Lake Leprechaun  
Park*

*Private Property, Member and Guest Use Only,  
Visible Guest Pass Required,  
Observe All Park Rules*





*Lake Limerick Country Club*

# *Old Lyme Park*

*Private Property, Member and Guest Use Only,  
Visible Guest Pass Required,  
Observe All Park Rules*



*Lake Limerick Country Club*

*WDFW*  
*Boat Launch*

*Open to the Public and LLCC Members,  
Public Access Limited to Fishing -  
No Public Recreational Boating*



*Lake Limerick Country Club*

*WDFW*  
*Boat Launch*

*Boat Launch and Fishing CLOSED For the Season,  
Fishing Opens 4th Saturday in April,  
Violators Fishing Out of Season  
Will be Reported/Fined*





# ***LAKE LIMERICK COUNTRY CLUB***

## ***PARK RULES & RESTRICTIONS***

- 1. LLCC PARKS ARE PRIVATE PROPERTY FOR MEMBER AND MEMBER GUEST USE ONLY.**
- 2. GUESTS MUST DISPLAY A VISIBLE GUEST PASS. TRESPASSERS WILL BE REQUESTED TO LEAVE.**
- 3. PARK HOURS ARE FROM DAWN TO DUSK. PLEASE OBSERVE ALL PARK RULES (SEE PAMPHLET BELOW)**
- 4. OVERNIGHT CAMPING OR PARKING IS NOT PERMITTED**
- 5. PETS MUST BE ON A LEASH, OWNERS MUST PICK UP AFTER THEIR PETS.**
- 6. SWIMMING IN THE LAKE AND PLAYING ON PARK PLAYGROUND EQUIPMENT IS AT YOUR OWN RISK. NO LIFEGUARD ON DUTY.**
- 7. ALCOHOL CONSUMPTION, SMOKING, USE OF MARIJUANA OR ILLEGAL SUBSTANCES, FIREARMS, LOUD MUSIC AND DISORDERLY CONDUCT ARE PROHIBITED**
- 8. CAMPFIRES AND FIREWORKS OF ANY TYPE ARE PROHIBITED**
- 9. PICK UP YOUR TRASH AND DEPOSIT IT IN DESIGNATED CONTAINERS, DO NOT PLACE HOUSEHOLD TRASH IN PARK CONTAINERS.**
- 10. VIOLATORS WILL BE SUBJECT TO LOSS OF PARK PRIVILEGES AND FINES**

# ***LAKE LIMERICK COUNTRY CLUB***

## ***PARK RULES & RESTRICTIONS***

- 1. LLCC PARKS ARE PRIVATE PROPERTY FOR MEMBER AND MEMBER GUEST USE ONLY.**
- 2. PARK HOURS ARE FROM DAWN TO DUSK. PLEASE OBSERVE ALL PARK RULES (SEE PAMPHLET BELOW)**
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- 8. PICK UP YOUR TRASH AND DEPOSIT IT IN DESIGNATED CONTAINERS, DO NOT PLACE HOUSEHOLD TRASH IN PARK CONTAINERS.**
- 9. VIOLATORS WILL BE SUBJECT TO LOSS OF PARK PRIVILEGES / FINES**
- 10. NO MOTORIZED BOATS ALLOWED ON LAKE LEPRECHAUN**

# **LLCC BOAT LAUNCH**

## **LAKE LIMERICK RULES & REGULATIONS**

- 1. LLCC BOAT LAUNCH IS FOR MEMBERS ONLY. LLCC GUESTS AND PUBLIC MUST USE WDFW BOAT LAUNCH AT SOUTH END OF LAKE (EAST ST ANDREWS DR).**
- 2. ALL BOATS (UNLESS EXEMPT) MUST DISPLAY WASH. STATE REGISTRATION DECALS AND MEMBER BOATS MUST DISPLAY LLCC VESSEL TAG WITH DIV./LOT NUMBERS**
- 3. BOATERS MUST OBEY ALL LLCC LAKE RULES AND SAFETY GUIDELINES (SEE PAMPHLET BELOW) AND ALL WASHINGTON STATE BOATING RULES**
- 4. LAKE SPEED LIMITS AND ASSOCIATED TIMES ARE STRICTLY ENFORCED:**
  - 8 MPH – LAKESIDE OF BUOYS EXCEPT AS NOTED BELOW (ALL DAYS/TIMES)**
  - 35 MPH – LAKESIDE OF BUOYS FROM 10AM to 7PM (ALL DAYS)**
  - NO WAKE – SHORESIDE OF BUOYS, POSTED NO WAKE ZONES (ALL DAYS/TIMES)**
- 5. JET SKI'S, SEA DOO'S OR WAVE RUNNERS ARE NOT ALLOWED**
- 6. BOATS MUST TRAVEL IN A COUNTERCLOCKWISE DIRECTION , MAINTAIN SAFE DISTANCING AND OBSERVE RIGHT OF WAY RULES**
- 7. WAKE GENERATING DEVICES OR BOATING MANUEVERS THAT GENERATE LARGE WAKES ARE NOT ALLOWED**
- 8. LAKE PATROL IS ON DUTY. VIOLATORS CAN HAVE LAKE PRIVILEGES SUSPENDED AND BE SUBJECT TO FINES**



# **WDFW BOAT LAUNCH**

## **LAKE LIMERICK RULES & REGULATIONS**

- 1. WDFW BOAT LAUNCH PROVIDES LAKE ACCESS TO THE PUBLIC (NON-MEMBERS), LLCC MEMBERS AND LLCC MEMBER GUESTS.**
- 2. PUBLIC BOATING IS LIMITED TO FISHING; PUBLIC RECREATIONAL BOATING IS NOT ALLOWED.**
- 3. ALL BOATS (UNLESS EXEMPT) MUST DISPLAY WASH. STATE REGISTRATION DECALS AND MEMBER BOATS MUST DISPLAY LLCC VESSEL TAG WITH DIV./LOT NUMBERS**
- 4. BOATERS MUST OBEY ALL LLCC LAKE RULES AND SAFETY GUIDELINES (SEE PAMPHLET BELOW) AS WELL AS WASHINGTON STATE BOATING RULES**
- 5. LAKE SPEED LIMITS AND ASSOCIATED TIMES ARE STRICTLY ENFORCED:**
  - 8 MPH – LAKESIDE OF BUOYS EXCEPT AS NOTED BELOW (ALL DAYS/TIMES)**
  - 35 MPH – LAKESIDE OF BUOYS FROM 10AM to 7PM (ALL DAYS)**
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- 8. WAKE GENERATING DEVICES OR BOATING MANUEVERS THAT GENERATE LARGE WAKES ARE NOT ALLOWED**
- 9. LLCC LAKE PATROL IS ON DUTY. PUBLIC VIOLATORS WILL BE ASKED TO LEAVE, MEMBERS CAN HAVE LAKE PRIVILEGES SUSPENDED AND BE FINED**

# Water Testing Motion to the Board of Directors

In acknowledgement of the critical need for empirical data to monitor and manage the health of our lakes as well as establish historical data to support requests for future funding, the Lake Dam committee requests the BOD authorize an additional \$4,500 for 2022 water sampling and testing expenses. Note that \$1,000 was budgeted and approved in an earlier request from Lake Dam Committee.

Of the \$4,500 request, an amount not to exceed \$1,800 will be used to purchase a Water Temperature/Dissolved Oxygen probe, an amount not to exceed \$400 will be used to purchase a PH level probe and the remaining \$2,300 will provide funds to conduct the water sampling and testing program recommended by Lake Advocates. The \$4,500 estimate includes a small reserve for unknowns such as price increases, retesting and other unanticipated issues. Attached to this motion is a PAR describing the overall testing program and a Water Testing Worksheet which provides detailed information on the actual testing plan.

In considering this motion for approval, the Lake Dam committee would like it to be noted that, for the prior year budget period ending Sept. 30, 2021, the budget for Lake management costs was \$19,000 of which \$11,711.60 was spent and budget for weed treatment was \$46,000 of which \$27,029.30 was spent. This equates to budget savings of \$26,000.

**PROJECT APPROVAL REQUEST**  
**LAKE LIMERICK AND LAKE LEPRECHAUN WATER QUALITY TESTING PROGRAM**  
**Date; Dec 28, 2021**

**1. The person or Committee proposing the project;**

1. Committee; Lake Dam
2. Project Focal Points: Dennis Muretta, Debra Moore

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

**1. Narrative project description.**

The purpose of this project is to reinstate a program to regularly test and record Lake Limerick and Lake Leprechaun water quality. Both our Lakes are aging and it is essential that LLCC understand water quality of our lakes over time if we are to effectively manage lake health. Of particular interest are levels of nitrogen, phosphorus, dissolved oxygen, water temperature, pH and other contaminants. Chemicals can enter our lakes from incoming feeder streams, from septic drain field leakage and from fertilizers or other chemicals applied to lawns on the lake or adjacent properties. The results of testing will provide a database to aide in understanding evolving lake condition and allow us to initiate corrective action to address any concerns or issues identified. One major goal of this initiative is avoiding detrimental algae blooms or similar problems which have plagued other lakes in Mason County.

**2. Water Sampling/Testing Plan;**

The overall sampling and testing plan presented in this PAR was developed with support and recommendations from Lake Advocates and is summarized in attachment 1 and described below.

The water sampling planned will involve taking water samples at depths of 18 inches below the lake surface and 18 inches above the lake bottom as follows:

Lake Limerick;

- 1) Deepest area of the lake monthly from April thru Oct (7 months)
- 2) Bird Sanctuary once annually in TBD month
- 3) Kings Cove once annually in TBD month
- 4) Cranberry Creek Cove once annually in TBD month

Lake Leprechaun;

- 1) Deepest area of the lake monthly from April thru Oct (7 months)

Samples will be taken by LLCC maintenance personnel who will be trained in sampling methods by Lake Advocates personnel. Based on the above plan, the total number of samples/tests per year would be: Lake Limerick @ 10 tests (18 inches below surface and 18 inches above lake bed) and Lake Leprechaun at 7 tests. The samples will be sent to the Seattle IEH Analytics laboratory for analysis of chemical composition, primarily phosphorous and nitrogen content. Test results will be

reviewed with Lake Advocates experts and documented in an LLCC database. Adjustments to test sampling frequency may be required as indicated by test results.

**3. Dissolved Oxygen, Temperature and pH Testing –**

Dissolved oxygen content, temperature and pH of water in will be measured during the taking of water samples in each lake. Lake Dam is planning to purchase a water temperature/dissolved oxygen probe (estimated cost at \$1800) and a pH probe (estimated cost at \$400) for this testing. Measurements will be again be taken by LLCC maintenance personnel and Lake Advocates will provide training on testing methods.

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

This testing program will establish an empirical database on Lake Limerick and Lake Leprechaun water quality for use in monitoring and managing the overall health of each lake. This data will help identify potential problem areas where high levels of nitrogen or phosphorous, low oxygen levels or out of balance pH exist and could be a precursor to emerging issues such as algae blooms.

The intent of the program is also to institutionalize a testing regiment and thus provide a long term record of lake health. The resulting historical database will be extremely useful in understanding water quality trends, support future lake treatment planning and provide data for related permit applications.

**4. Drawings and sketches as necessary to understand the project**

None

**5. The approximate 2022 cost for the project, and the basis and assumptions for that cost estimate**

The cost estimates for this project in 2022 are summarized as follows:

- 1 Monthly sampling/testing of Lake Limerick water from the deepest part of the lake (7 samples from April thru Oct @ \$150 for each sample set) @ \$1,050 total
- 2 Monthly sampling/testing of Lake Leprechaun water from the deepest part of the lake (7 samples from Apr thru Oct @ \$150 for each sample set) @ \$1,050 total)
- 3 Annual testing of Lake Limerick Cranberry Cove, Kings Cove and the Bird Sanctuary (3 samples at TBD month @ \$150 for each sample set) @ \$450 total
- 4 Purchase of a water temperature/dissolved oxygen probe @ \$1,800
- 5 Purchase of a water pH probe @ \$400
- 6 Miscellaneous (Lake Advocates support including training on sample methods, sample shipment, taxes and other unanticipated costs) @ \$750

Total cost based on above is \$5,500. This PAR requests an additional 2022 budget of \$4,500. A budget request for \$1,000 has been submitted by our CAM for this task, leaving an additional \$4,500 required.

The above estimates are based on cost information obtained by contacting testing laboratories and equipment suppliers. As discussed previously, water sample testing will be done by IED Analytical Testing laboratory located in Seattle. This Lab was recommended by Lake Advocates.

**6. 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**

It is planned that LLCC maintenance personnel will take all water samples and send them to the IED laboratory for analysis. Dissolved oxygen, water temperature and water pH will also be taken by LLCC personnel during water sampling using the procured test equipment. Lake Advocates will provide, as previously mentioned, training on sampling methods and techniques and consultation on results evaluation and interpretation.

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

Implementation of the water quality testing program will begin in Apr 2022. Lake Advocates will provide training to LLCC participants on lake sampling techniques in early 2022 (exact schedule to be negotiated with Lake Advocates).

## Lakes Testing Program

Roger verified pricing for Spectra Labs used for LLCC water district which tests detection in the hundredths.

LLCC would need to supply containers and deliver/pickup supplies

Harry Gibbons, Lake Advocates, trusts only one lab in the state IEH/Analytical Laboratories, 3927 Aurora Ave North, Seattle WA 98107. Their level of testing exceeds that of all other labs in quality control, contaminant mitigation and the level of detection testing for much lower variance rates (ie detection in the hundredths as opposed to the tenths providing higher quality details.)

IEH supplies containers/packaging and shipping to and return at \$0 cost

### Lake Limerick - one location - Deepest part of lake 36 test, could be cut back to 18 tests

Water Samples / Testing	18" below surface			18" above lake bed			Free Shipping	Lake Advocates preferred IEH lab	
	Total Phosphorus aka TP	Reactive Phosphorus aka SRP	Total Nitrogen aka TN	Total Phosphorus aka TP	Reactive Phosphorus aka SRP	Total Nitrogen aka TN		Preferred Schedule	Minimum Schedule
April	\$20.00	\$25.00	\$30.00	\$20.00	\$25.00	\$30.00	\$0.00	\$150.00	
May	\$20.00	\$25.00	\$30.00	\$20.00	\$25.00	\$30.00	\$0.00	\$150.00	\$150.00
June	\$20.00	\$25.00	\$30.00	\$20.00	\$25.00	\$30.00	\$0.00	\$150.00	
July	\$20.00	\$25.00	\$30.00	\$20.00	\$25.00	\$30.00	\$0.00	\$150.00	\$150.00
August	\$20.00	\$25.00	\$30.00	\$20.00	\$25.00	\$30.00	\$0.00	\$150.00	
September	\$20.00	\$25.00	\$30.00	\$20.00	\$25.00	\$30.00	\$0.00	\$150.00	\$150.00
October	\$20.00	\$25.00	\$30.00	\$20.00	\$25.00	\$30.00	\$0.00	\$150.00	
								<b>\$1,050.00</b>	<b>\$450.00</b>

### Lake Leprechaun - one location - Deepest part of lake 36 test, could be cut back to 18 tests

Water Samples / Testing	18" below surface			18" above lake bed			Free Shipping	Lake Advocates preferred IEH Lab \$20+25+30 = \$75 IEH supplies containers; Free shipping to & return	
	Total Phosphorus aka TP	Reactive Phosphorus aka SRP	Total Nitrogen aka TN	Total Phosphorus aka TP	Reactive Phosphorus aka SRP	Total Nitrogen aka TN			
April	\$20.00	\$25.00	\$30.00	\$20.00	\$25.00	\$30.00	\$0.00	\$150.00	
May	\$20.00	\$25.00	\$30.00	\$20.00	\$25.00	\$30.00	\$0.00	\$150.00	\$150.00
June	\$20.00	\$25.00	\$30.00	\$20.00	\$25.00	\$30.00	\$0.00	\$150.00	
July	\$20.00	\$25.00	\$30.00	\$20.00	\$25.00	\$30.00	\$0.00	\$150.00	\$150.00
August	\$20.00	\$25.00	\$30.00	\$20.00	\$25.00	\$30.00	\$0.00	\$150.00	
September	\$20.00	\$25.00	\$30.00	\$20.00	\$25.00	\$30.00	\$0.00	\$150.00	\$150.00
October	\$20.00	\$25.00	\$30.00	\$20.00	\$25.00	\$30.00	\$0.00	\$150.00	
								<b>\$1,050.00</b>	<b>\$450.00</b>

Minimum Recommended water sample testing for this year:

**\$2,100.00**    \$900.00

While not required at this time, it may be a good idea to establish a baseline by doing an annual test at 3 additional locations

Just once per year at this time - possibly July or September

1. Cranberry Delta	\$20.00	\$25.00	\$30.00	\$20.00	\$25.00	\$30.00	\$0.00	\$150.00	\$150.00
2. Kings Cove	\$20.00	\$25.00	\$30.00	\$20.00	\$25.00	\$30.00	\$0.00	\$150.00	\$150.00
3. Bird Sanctuary	\$20.00	\$25.00	\$30.00	\$20.00	\$25.00	\$30.00	\$0.00	\$150.00	\$150.00
								<b>\$450.00</b>	<b>\$450.00</b>

Total Costs for water sampling

**\$2,550.00**    \$1,350.00

### Additional tests recommended for all sites:

A Secchi Probe - Roger and Norm have found this device

B Temperature / Dissolved Oxygen Probe (measuring every meter from lake bed to surface)

We don't have one, quick internet search showed cost between \$600 and \$2,000

C PH level probe. ( We don't have one, quick internet search showed cost between \$35 and \$500

C and D are sometimes combined, but if one part goes bad, you're replacing the whole thing.)

D Miscellaneous (Potential Price Increases, unknowns)

**\$1,800.00**    \$1,800.00

**\$400.00**    \$400.00

**\$750.00**    \$400.00

Total if we did everything on this page

**\$5,500.00**    \$3,950.00



# Motion to the Board of Directors

The BOD previously approved the budget in the amount of \$80,000 for the position of a Special Projects Manager who will be responsible for managing all the new budgeted Lake Dam Projects including:

- Dredging of the Bird Sanctuary – Phase 1 Feasibility
- Dredging of Lake Leprechaun – Phase 2 Engineering/Permitting
- Cranberry Creek Sedimentation Pond – Phase 1 Feasibility/Planning
- Repair of NE Section of Inn Island – Phase 1 Planning/Design
- Inn Island Bridge Replacement – Phase 1 Planning/Design
- Weed Harvester – Procurement and Training
- Lake Limerick Dredging Permit (Cranberry/Kings Cove)

The Lake/Dam committee requests that the BOD fund the previously approved amount so that the Job can be posted and filled and work can begin on these projects. This position will report to the LLCC CAM who will manage the attached Job posting.

## LLCC Lakes, Dams & Parks Department Project Manager Job Description

Lake Limerick Country Club owns, maintains, and operates numerous parks, lakes, dams, and associated facilities. The Lakes Dams & Parks Project Manager's responsibilities includes implementing and managing improvement projects for the Association's lakes, dams and parks and their associated buildings, structures, and equipment ensuring they are safe and functional. A strong background in management, technical skills, construction fundamentals and technology are needed to be effective. This position reports to the LLCC Community Association Manager.

### MAIN DUTIES:

1. Collaborating with the Board of Directors, Lake/Dam Committees, and upper management on budgeting for Lakes, Dams & Park's needs.
2. Collaborating with the Board of Directors, Lake/Dam Committees, and upper management on improvement projects.
3. Managing Lakes, Dams & Parks projects from inception through definition, requirements, regulatory approval, contracting, construction and project completion.
4. Defining and documenting requirements for the improvement of lakes and parks facilities and structures, including the analysis and presentation of options for those maintenance or improvements.
5. Creating bid packages used to solicit contractor bids.
6. Submitting required regulatory requests and permits for maintenance or improvement projects.
7. Coordinating installation, usage, and data gathering from the Lake Event Data Loggers.
8. Coordinating Dam operations and periodic maintenance of Dam Operations manual and coordination with Facilities on weir board placement and removal.
9. Coordinating Lake operations and periodic maintenance efforts in partnership with Dam Engineers, Lake Management Specialists, and Aquatic Herbicide contractors.
10. Liaison with Maintenance Manager regarding Park operations and maintenance of park facilities, playgrounds and outdoor recreation spaces in partnership contractors and staff.

### ADDITIONAL DUTIES:

11. Coordinating the establishment and execution of a septic drain field testing program for members' lots that are lake sensitive.
12. Coordinating the identification and removal of dangerous and damaged trees.
13. Monitoring the safety and cleanliness of interior and exterior areas, such as park facilities and restrooms, parking lots, dams, and outdoor recreation spaces.
14. Creating progress reports on projects for management and other relevant staff.

### REQUIRED KNOWLEDGE/SKILLS:

- Knowledge of facilities planning and construction management processes and procedures.
- Knowledge of estimating, budgeting, and scheduling practices.
- Knowledge of status of costs of new construction, escalation factors, and market trends.
- Knowledge of building codes and standards of practice.
- Knowledge of laws governing construction contracts and contracting.
- Knowledge of construction materials and methods.
- Knowledge of supervisory practices and principles.
- Skills in reading and interpreting plans and specifications and to compare them with construction progress.
- Skills in both verbal and written communications.

- Familiarity with both local and state Regulations regarding construction and maintenance activities on or around Lakes and Rivers (with Dams) is a plus for this position.

## LLCC Lakes, Dams and Parks Department Project Manager Job Description

Lake Limerick Country Club owns, maintains, and operates numerous parks, lakes, dams, and associated facilities. The Lakes Dams and Parks Project Manager's responsibilities includes implementing and managing improvement projects for maintains and oversees the Association's lakes, dams and parks and their associated buildings, structures, and equipment to ensure they are safe and functional. Their duties include defining the requirements for and participating in the selection of contractors, consultants, and engineers to undertake various projects. They may define the requirements and specifications for projects and the associated permitting needs and submit for regulatory approval. They may negotiate contracts with service providers, oversee and project manage the construction and renovation of facilities, inspect facilities to meet safety regulations and project manage renovations and updates performed by contractors or other staff. So, it is not uncommon for them to lead a meeting, provide plumbing advice, present a renovation proposal, research the requirements for a facility improvement, submit documentation to obtain permits, oversee a contractor's performance, and ensure that park restrooms are cleaned properly—all in one day. A strong background in management, technical skills, construction fundamentals and technology are needed to be effective. This position reports to the LLCC Community Association Manager.

The Lakes and Parks Project Manager performs many management tasks that promote a clean, maintained, and safe environment for the association's members and guests, including:

### Critical MAIN DUTIES:

1. Collaborating with the Board of Directors, Lake/Dam Committees, and upper management on budgeting for Lakes, Dams and Park's needs.
2. Collaborating with the Board of Directors, Lake/Dam Committees, and upper management on maintenance and improvement projects.
3. Managing Lakes, Dams and Parks projects from inception through definition, requirements, regulatory approval, contracting, construction and project completion.
4. Defining and documenting requirements for the maintenance or improvement of lakes and parks facilities and structures, including the analysis and presentation of options for those maintenance or improvements.
5. Creating bid packages used to solicit contractor bids.
6. Submitting required regulatory requests and permits for maintenance or improvement projects.
7. Maintaining day to day operations of facilities, such as initiating, delegating, or completing maintenance orders.
- 8.7. Coordinating installation, usage, and data gathering from the Lake Event Data Loggers.
- 9.8. Coordinating Dam operations and periodic maintenance of Dam Operations manual and coordination with Facilities on weir board placement and removal.
- 10.9. Coordinating Lake operations and periodic maintenance efforts in partnership with Dam Engineers, Lake Management Specialists, and Aquatic Herbicide contractors.
- 11.10. Coordinating Liaison with Maintenance Manager regarding Park operations and periodic maintenance of park facilities, playgrounds and outdoor recreation spaces in partnership contractors and staff.

### Additional Duties ADDITIONAL DUTIES:

- 12.11. Coordinating the establishment and execution of a septic drain field testing program for members' lots that are lake sensitive.
- 13.12. Coordinating the identification and removal of dangerous and damaged trees.

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~~14-13.~~ Monitoring the safety and cleanliness of interior and exterior areas, such as park facilities and restrooms, parking lots, dams, and outdoor recreation spaces.

~~15.~~ Performing routine maintenance on facilities and make repairs as needed.

~~16.~~ Scheduling routine inspections and emergency repairs with outside vendors or other staff.

~~17.~~ Ensuring proper security measures for the workplace, including collaborating with security system vendors.

~~18-14.~~ Creating progress reports on projects, maintenance, repairs, safety and other occurrences for supervisors management and other relevant staff.

~~19.~~ Preparing facilities for changing weather conditions including the coordination of winterization efforts.

Possible additional responsibilities for consideration

Possible Duties:

~~20.~~ Working with the Architecture Committee and the Lake/Dam Committee on the review and inspection of dock/float permit applications.

~~21.~~ Coordinating with the L/D Committee on the advertisement, selection, and management of the Park Host Program. Includes the tracking, recording, reporting and archiving of the park incident list.

~~22.~~ Coordinating with the L/D Lake Patrol to ensure effective infraction reporting and monitoring (tracking recording, reporting, archiving of the Lake Patrol records).

REQUIRED KNOWLEDGE/SKILLS:

• Knowledge of facilities planning and construction management processes and procedures.

• Knowledge of estimating, budgeting, and scheduling practices.

• Knowledge of current status of costs of new construction, escalation factors, and market trends.

• Knowledge of building codes and standards of practice.

• Knowledge of laws governing construction contracts and contracting.

• Knowledge of construction materials and methods.

• Knowledge of supervisory practices and principles.

• Skills in reading and interpreting plans and specifications and to compare them with construction progress.

• Skills in both verbal and written communications.

• Familiarity with both local and state Regulations regarding construction and maintenance activities on or around Lakes and Rivers (with Dams) is a plus for this position.

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## Motion to the Board of Directors

The Lake/Dam committee requests that the BOD authorize initial planning for the 2022 fishing derby. The derby will be on April 23<sup>rd</sup> this year (fourth Sat. of April which coincides with opening day of lowland lake fishing). Authorization will allow the Derby committee to address some of long lead issues associated with derby planning. WDFW requires that we obtain permits for both conducting a derby and for purchasing and planting trout for the derby. The possibility exists that the derby could be impacted by the on-going COVID pandemic. In 2021, the derby format was revised to eliminate a large gathering of people at the Inn at the conclusion of the derby. For 2022, we will again adhere to all COVID mandates from the Governor that exist at that point in time.

Lake Dam Committee



Ted Lovgren &lt;thl9986@gmail.com&gt;

## Lake Advocates Meeting

4 messages

Dennis and Julie Muretta &lt;djmuretta@hotmail.com&gt;

Tue, Dec 21, 2021 at 10:17 AM

To: Teddy Lovgren &lt;thl9986@gmail.com&gt;, Debbie Moore &lt;debra4moore@gmail.com&gt;

Great meeting and very informative. Wanted to jot down the key points I think I heard before I forgot them:

1. Weed harvester I don't think they are big fans of procuring one of these. Rob/Harry alluded to experience in using a weed harvester at other lakes including; 1) one lake bought one, had high maintenance needs and eventually stopped using it. They mentioned the harvester tended to stir up bottom sediment and increased nutrients in the lake which accelerated future weed growth. I think they preferred hiring a diver with suction device to manually pull out weeds.
2. Lake Leprechaun I think they proposed that instead of dredging the entire lake, we should lower water levels by 3 feet and bring in backhoes or bulldozers to clean out the near shore areas. Apparently permitting would be the same for this activity as it would be for dredging.
3. Retention Ponds on Cranberry Creek This project requires some engineering study to determine the most feasible, cost effective approach for minimizing silt flowing into Lake Limerick. Minimizing silt would minimize future dredging. I believe they said they could take the lead in conducting a study and bring in appropriate engineering support. The big question is what is the cost of the study (not sure if they committed to developing an estimate?) I also got the impression that they preferred an option which involved installing some sort of silt removal mechanism in Cranberry Lake at the outflow to Cranberry Creek. This would have advantages but require coordination with/approval by the Frank Foundation.
4. Future Dredging They don't think its feasible to obtain a multi-year dredging permit, maybe 5 years at the maximum. I also thought I heard that the areas dredged in 2016 are already filling back in with silt. This would suggest that it is more important to minimize incoming silt than it is to dredge, which is very expensive. The bird sanctuary presents some unique challenges and they talked about how the islands in the sanctuary have grown over time. Would be interesting to see if goggle maps has any satellite views of this area versus time. I believe they again proposed manual versus machine dredging (divers)
5. Water Quality Testing They implied that reinstituting water quality testing is very essential to our understanding of lake health

I suggest we drain Lake Limerick, clean it out with bulldozers and backhoes and turn the lake clock back to zero (just kidding)

dennis

Sent from [Mail](#) for Windows

Joel Gray &lt;jgray662@comcast.net&gt;

Thu, Dec 23, 2021 at 2:14 PM

To: Dennis and Julie Muretta &lt;djmuretta@hotmail.com&gt;, "Lovgren, Teddy" &lt;THL9986@gmail.com&gt;

Dennis, Thanks for the summary.

Teddy, I just had an ah-ha moment... perhaps LLCC should hire LA to be our Lake Manager so they can implement their recommendations rather than have LD and CAM have to get in the middle and slow things down....

Joel



On 12/23/2021 11:13 AM Dennis and Julie Muretta <[djmuretta@hotmail.com](mailto:djmuretta@hotmail.com)> wrote:

info

Sent from [Mail](#) for Windows

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**From:** Dennis and Julie Muretta

**Sent:** Tuesday, December 21, 2021 10:17:07 AM

**To:** Teddy Lovgren <[thl9986@gmail.com](mailto:thl9986@gmail.com)>; Debbie Moore <[debra4moore@gmail.com](mailto:debra4moore@gmail.com)>

**Subject:** Lake Advocates Meeting

[Quoted text hidden]

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**Ted Lovgren** <[thl9986@gmail.com](mailto:thl9986@gmail.com)>

Thu, Dec 23, 2021 at 3:02 PM

To: Joel Gray <[jgray662@comcast.net](mailto:jgray662@comcast.net)>

Cc: Dennis and Julie Muretta <[djmuretta@hotmail.com](mailto:djmuretta@hotmail.com)>

Hi Joel,

We (I) broached that subject with LA on Monday's Zoom meeting . Asked what was needed to get the Feasibility phase started. They said they could help us put the plan together but didn't sound like they were the ones to actually do the Project Management. No really in their Wheelhouse. Dennis do you agree?

Teddy

[Quoted text hidden]

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**Dennis and Julie Muretta** <[djmuretta@hotmail.com](mailto:djmuretta@hotmail.com)>

Thu, Dec 23, 2021 at 6:02 PM

To: Ted Lovgren <[thl9986@gmail.com](mailto:thl9986@gmail.com)>

Yes

Sent from my iPad

On Dec 23, 2021, at 3:02 PM, Ted Lovgren <[thl9986@gmail.com](mailto:thl9986@gmail.com)> wrote:

[Quoted text hidden]

# PROGRESS IN LAKE MANAGEMENT

- What we learned in 2021
- What is needed in 2022
- Vision for the long-term

*Lake Advocates ~ Scientifically Based Lake  
Restoration, Management & Protection*

Harry Gibbons & Robert Plotnikoff



# AGENDA

Part I: Overview of Management

Part II: Future Potential Projects

*Lake Advocates ~ Scientifically Based Lake  
Restoration, Management & Protection*

Harry Gibbons & Robert Plotnikoff



# Part I: Overview of Management

## Aquatic Plant Survey Results

### Lake Limerick

- June/October Plant Surveys
- Benthic Macroinvertebrate Survey

### Lake Leprechaun

- June/October Plant Surveys

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### Lake Limerick general observations

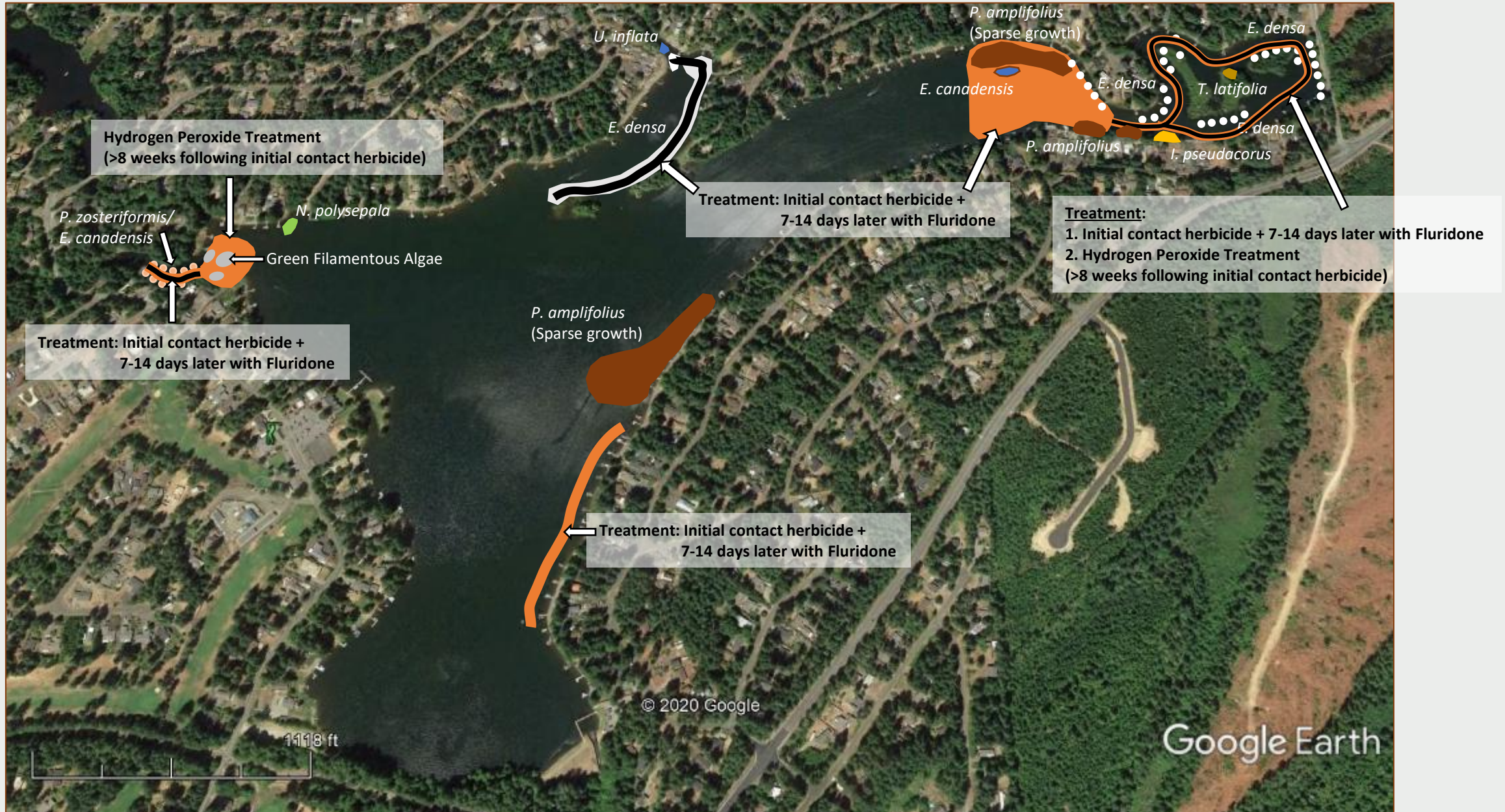
- Water quality fairly good
- Sedimentation is accelerating
- Plant control was successful

### Lake Leprechaun general observations

- Dramatic improvement in plant control/organics

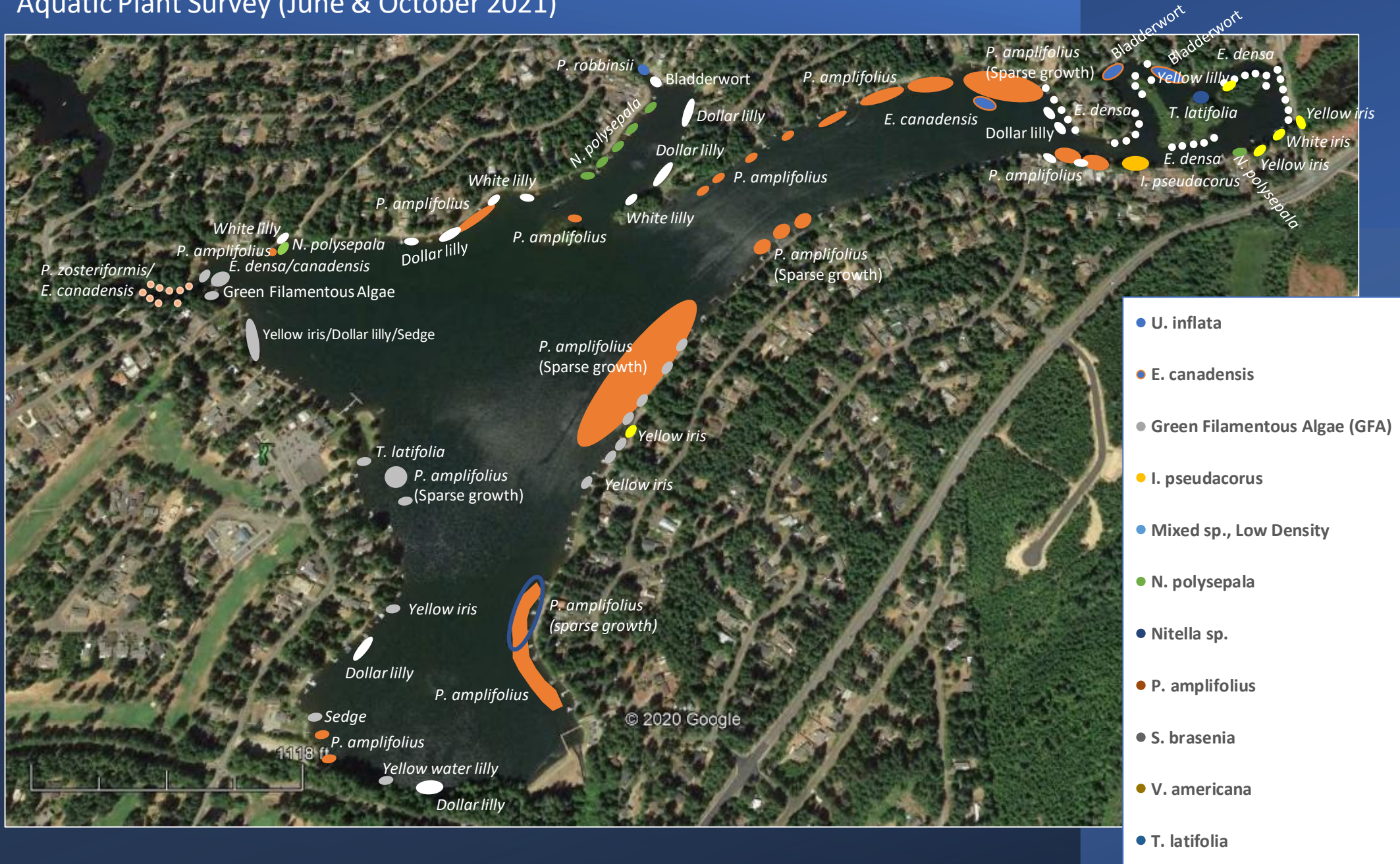


# Lake Limerick Proposed Aquatic Plant Treatment for 2021



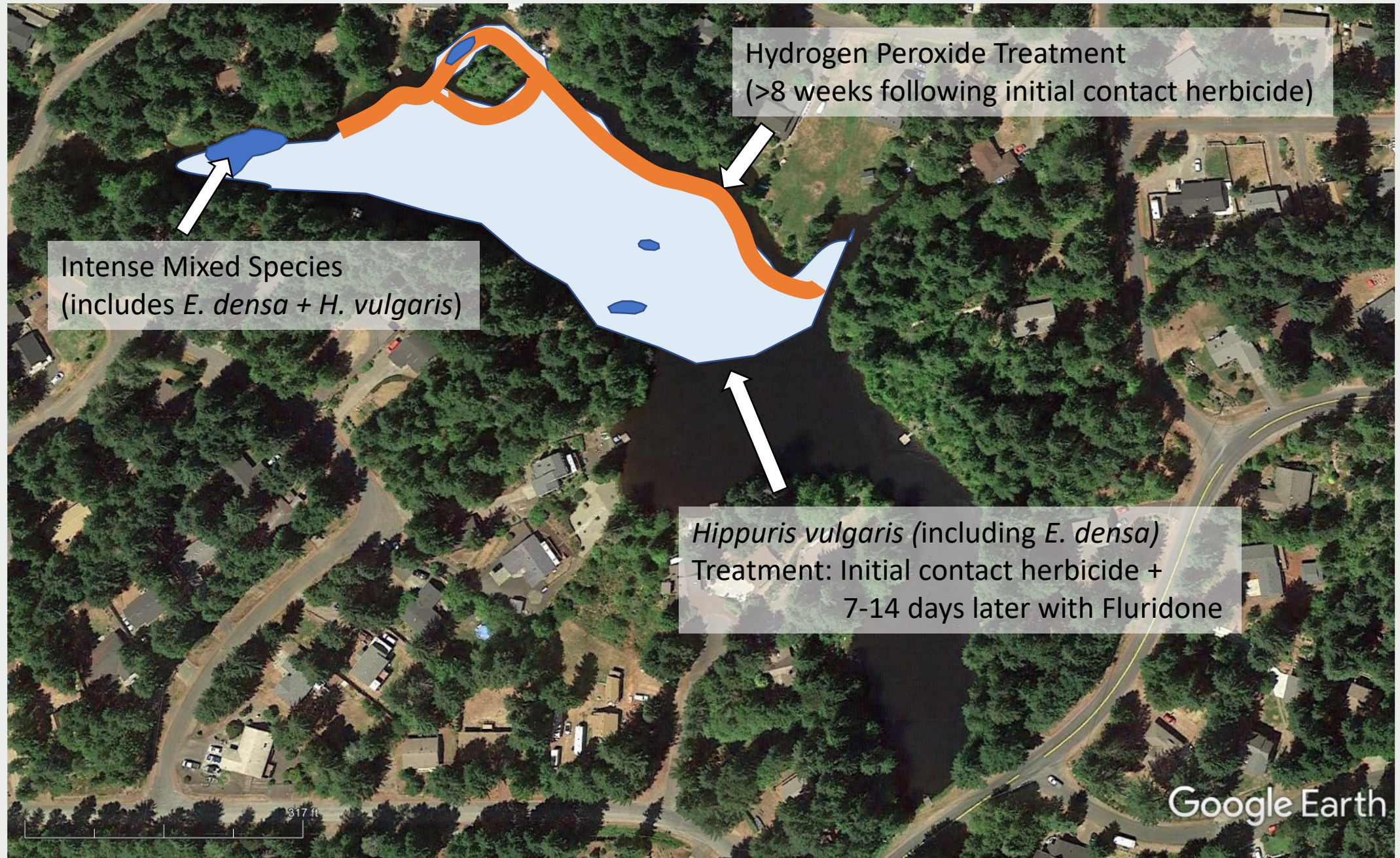


## Aquatic Plant Survey (June & October 2021)





## Lake Leprechaun Proposed Aquatic Plant Treatment for 2021





## Aquatic Plant Survey (June & October 2021)





## Part I:

# Overview of Management

## Annual Report 2021

1. Expected Completion Date
2. Dredging Permit Requirements Completion

## Future Plant Management

1. Plant Treatment Spring 2022/Summer 2022
2. Re-establishment of water quality monitoring

## Part II:

# Future Potential Projects

**Water Monitoring**

**Weed Harvester**

**Past Lake Dredging**

[Transect measurements \(pre-/post- conditions\)](#)

[How to determine future dredging](#)

**Lake Leprechaun Dredging**

**Cranberry Creek Sediment Pond**

**Bird Sanctuary**

## Part II:

## Future Potential Projects

### Water Monitoring

1. Training volunteers
2. Frequency of sampling
3. Chain of Custody (Quality Data Collection)

### Weed Harvester

1. Will a permit be required to use one?
2. Considerations for purchasing a weed harvester.
3. Expectations for plant management.
4. Other issues not identified.

## Part II:

## Future Potential Projects

### Lake Limerick Dredging

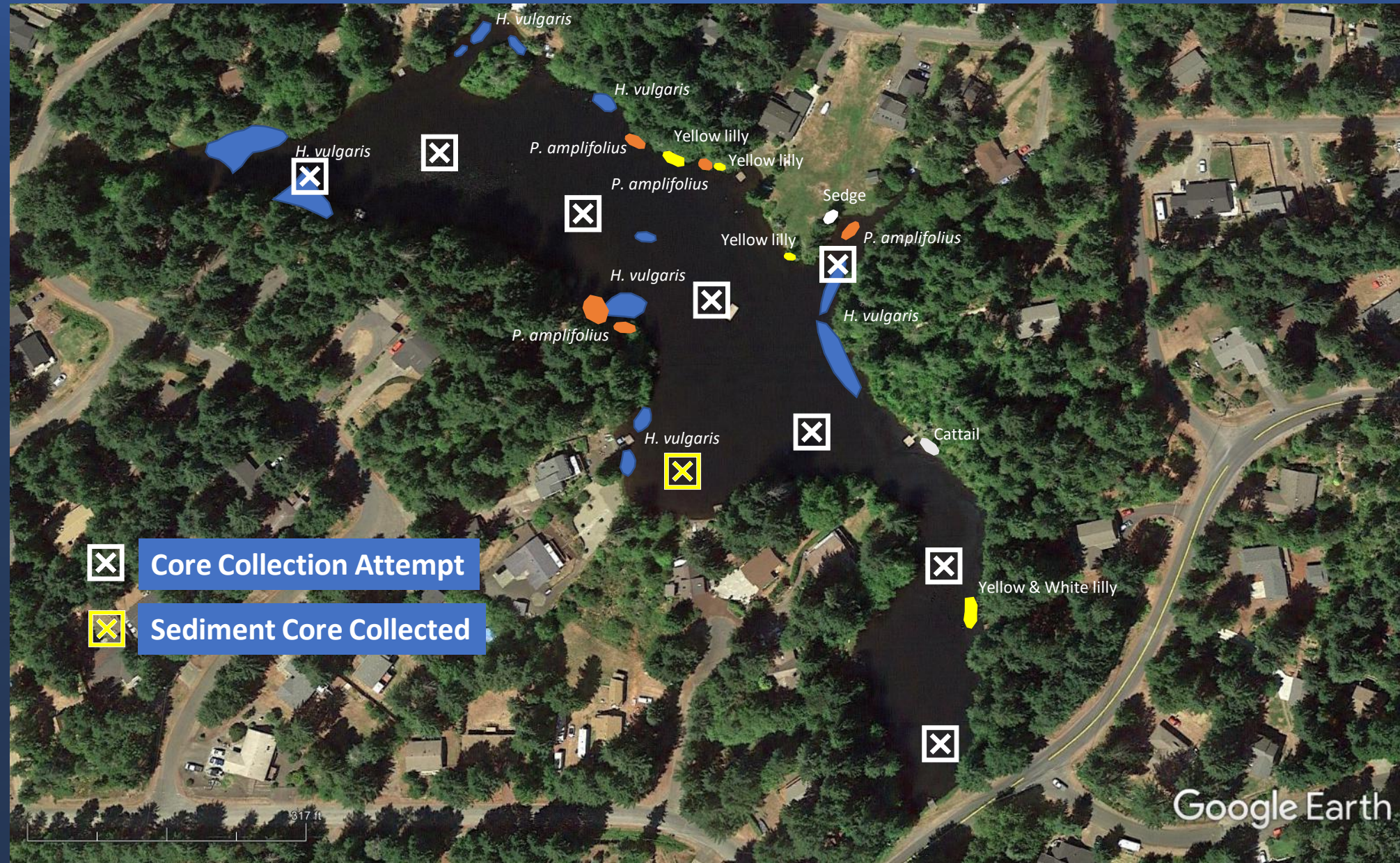
1. Rapid sedimentation in bay areas
2. Organic enrichment and sedimentation build-up in deepest area
  - a. Transect Measurements (compare of pre-/post-)
  - b. Planning for future dredging

### Lake Leprechaun Dredging

1. Sediment core samples
  - a. Most areas of bottom are sandy/gravelly  
(previously observed as mucky/organics)
  - b. Single location had a mucky bottom
  - c. Sandy/gravelly composition indicates groundwater interaction



## Sediment Core Collection Attempts (October 15, 2021)





# Part II: Future Potential Projects

## Cranberry Creek Sediment

1. Feasibility study
2. Design considerations for a sediment pond
3. Footprint near the stream
4. Timeline for implementation

## Bird Sanctuary

1. The issues defined
2. Next steps
3. Timing for action

# PARK MAINTENANCE MONTHLY REPORT

DATE

Dec 18 2021

Saturday

Pouring rain

ANGLIA BEACH	YES/NO	Needs Attention
Garbage can(s) empty? (They are emptied Mon & Fri)	Yes	
Dog Station has poop bags available?	Yes	
Litter picked up?	Yes	
Restroom is cleaned and stocked? (Done Mon & Fri May1-Oct 31)	N/A	Locked
Lawn mowed recently?	N/A	
Ground debris cleaned up? tree debris	No	X
All debris removed from spillway?	Yes	
Safety floats are above the water at the spillway? Taken out?		
Notes:		
Lots of water going over the dam		
BANBURY PARK	YES/NO	
Garbage can(s) empty? (They are emptied Mon & Fri)	Yes	
Dog Station has poop bags available?	Yes	
Litter picked up?	Yes	
Restroom is cleaned and stocked? (Done Mon & Fri May1-Oct 31)	N/A	Locked
Lawn mowed recently?	N/A	
Ground debris cleaned up? Lots of tree debris	No	X
Notes:		
CLUBHOUSE/INN	YES/NO	
Garbage can(s) empty? (They are emptied Mon & Fri)	Yes	
Dog Station has poop bags available?	Yes	
Litter picked up?	Yes	
Lawn mowed recently?	N/A	
Ground debris cleaned up? tree debris	No	X
Are pathways swept?	Yes	
Is the roof free of debris?	Yes	
Notes:		

		Needs	
		YES/NO	Attention
LEPRECHAUN PARK			
	Garbage can(s) empty? (They are emptied Mon & Fri)	Yes	
	Dog Station has poop bags available?	Yes	
	Litter picked up?	Yes	
	Lawn mowed recently?	N/A	
	Ground debris cleaned up?	Yes	
	Debris removed from spillway?	Yes	
	Notes:		
	Lots of leaves to pick up		X
LOG TOY PARK		YES/NO	
	Garbage can(s) empty? (They are emptied Mon & Fri)	Yes	
	Dog Station has poop bags available?	Yes	
	Litter picked up?	Yes	
	Restroom is clean and stocked? (Done Mon and Fri May 1-Oct 31)	N/A	Locked
	Lawn mowed recently?	—	
	Ground debris cleaned up? tree debris	No	X
	Notes:		
	Roots still exposed on back trail		X
OLD LYME PARK		YES/NO	
	Garbage can(s) empty? (They are emptied Mon & Fri)	Yes	
	Dog Station has poop bags available?	Yes	
	Litter picked up?	Yes	
	Restroom is clean and stocked? (Done Mon and Fri May 1-Oct 31)	N/A	Locked
	Lawn mowed recently?	N/A	
	Ground debris cleaned up? lots of leaves	No	X
	Notes:		
WAY TO TIPPERARY		YES/NO	
	Garbage can(s) empty? (They are emptied Mon & Fri)	Yes	
	Dog Station has poop bags available?	Yes	
	Litter picked up?	Yes	
	Restroom is clean and stocked? (Done Mon and Fri May 1-Oct 31)	N/A	Locked
	Lawn mowed recently?	—	
	Ground debris cleaned up?	Yes	
	Notes:		
	Gas line work - water run off diverters across boat launch		



# Park Pavilion Motion to the Board of Directors

This motion requests authorization from the LLCC BOD to procure and install outdoor Cedar Pavilions at both Lake Leprechaun Park and Old Lyme Park.

LLCC has seven individual parks for the use and enjoyment of its members. Our community must continually strive to improve and expand amenities at each park to enhance their utility to the membership. As a first step, the Lake Dam committee is proposing to install outdoor Cedar Pavilions in two parks, Lake Leprechaun and Old Lyme. Currently only one park, Log Toy on Lake Limerick, has a pavilion structure and it sees extensive use throughout the summer months. Members come to have family and neighborhood gatherings and the pavilions offers them an area to hold bar-b-ques, picnics and just rest and relax. Approval of this project will expand this amenity into two additional parks.

The attached PAR details the proposed plan to procure and install these two pavilions. Total cost of this project is estimated at approximately \$8.400. Installation will largely be accomplished by LLCC maintenance personal. The pavilions will both increase usage of the parks by our members and make their park visits more enjoyable.

**PROJECT APPROVAL REQUEST**  
**LAKE LEPRECHAUN AND OLD LYME PARK PAVILIONS**  
**Date; Dec 28, 2021**

**1. The person and/or Committee proposing the project;**

1. Committee; Lake Dam
2. Project Focal Points: Dennis Muretta, Teddy Lovgren

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

Narrative project description.

The purpose of this project is to procure and install outdoor Cedar Pavilions with picnic tables in two LLCC parks, Lake Leprechaun and Old Lyme. The pavilions will be purchased from Costco in kit form. A concrete slab with crushed rock underlayment will be installed at each park as a pavilion base. The pavilions will be erected on these bases along with wood bench picnic tables. It is estimated that the cost of this project will be approximately \$8,500 and will be accomplished using both LLCC and local contractors. Subsequent sections of this PAR discuss details of the overall pavilion procurement and installation plan.

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

The purpose of this project is to install Cedar Pavilions with wood picnic tables at two LLCC parks, Leprechaun and Old Lyme. The pavilions will both increase usage of the parks by our members and make their park visits more enjoyable. It will provide areas where members can picnic, escape from the weather or just meet and enjoy friendly visits. Lake Limerick's Log Toy Log park is the only park of the seven LLCC parks which currently has a pavilion with picnic tables. The park receives extensive usage by the LLCC membership with families meeting, swimming, fishing and picnicking there throughout the summer season.

**4. Drawings and sketches as necessary to understand the project**

- Pavilion Illustration (Attachment 1)
- Wood Picnic Table Illustration (Attachment 2)

**5. The approximate 2022 cost for the project, and the basis and assumptions for that cost estimate**

The 2022 cost estimates for this project are summarized below. Estimates for pavilion, picnic table and other procurements are based on published supplier cost data. The estimates for concrete work were provided by a local contractor and are considered reasonable and fair.

Phase 1: Procurement of Two Pavilion Kits (Yardistry Model #M12949 available from Costco, see attachment 1)

- Total Price for 2 pavilion kits @ \$3,199.98 (Regular Price for 2 @ \$3,999.98)
- Wash State Sales Tax @ \$272.00
- **Total Cost @ \$3,472.00**

Phase 2; Installation of the Concrete Pads as base for each Pavilion

- Purchase of Crushed Gravel for Base of Concrete Pad@ \$500.00 (ten yards @ \$50 per yard)
- Purchase of Brackets for securing pavilion to concrete @ \$200.00
- Purchase of miscellaneous lumber, rebar and fasteners for concrete forms @ \$250.00
- Installation of forms and gravel base and pour of concrete slabs (includes forms, rebar installation, purchase/pour of concrete, concrete finish work, and installation of brackets to secure pavilion @ \$3,000.00
- Subtotal Cost @ \$3,950.00
- Wash. State Sales Tax @ \$351.00
- **Total Cost@ \$4,301.00**

Phase 3; Purchase of two commercial grade picnic tables (heavy duty wood table available from multiple sources, see attachment 2)

- Total Price for Two Picnic Tables @ \$680.00
- Wash State Sales Tax @ \$61.00
- **Total Cost @ \$741.00**

**GRAND TOTAL @ \$8,514.00**

**6. 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**

It is planned that LLCC maintenance personnel will perform all site preparation work including dig out for the concrete base, setting of the concrete forms and installing and tamping the crushed rock. Concrete will be procured from, and poured by a concrete supplier. Local construction personal will be hired to assist with both the concrete pour and concrete finishing work. LLCC personnel will also assemble the pavilions on the concrete slab and secure both the pavilions and picnic tables to it.

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

Procurement of the Pavilion kits must be done immediately in that the Costco sale is ending this coming Monday (Jan 10, 2022). The remaining work will be scheduled for completion by the start of the summer season.

# YARDISTRY OUTDOOR PAVILION



- 14 ft by 12 ft Exterior Size
- 10.5 by 10.5 Interior Space
- Concrete base structure
- Cedar Construction
- Kit Assembly Required
- Aluminum Roof
- Manuf. By Yardistry

# WOOD PICNIC TABLE



- WOOD CONSTRUCTION
- APPROXIMATE SIZE AT 3 FT BY 8 FT
- AVAILABLE FROM MULTIPLE SOURCES