

**LAKE LIMERICK COUNTRY CLUB
WATER COMMITTEE
September 14, 2013
Minutes**

The meeting was called to order at 9:00 a.m.

Members Attending: Phyllis Antonsen, Don Bird, Scott Carey, Ken Ayers, Steve Saylor, and Brian Smith

Employees Attending: Sheila Hedlund

Guests Attending: None

Approval of Minutes

A motion was made by Ken Ayres, seconded by Scott Carey and passed with no nays as follows:
To approve the Minutes of August 10, 2013 as written

Additions to Agenda: None

Comments from Guests: None

Financial Report

- 1) Review of year to date financials
- 2) Service disconnect status; 17 accounts paid in full 4 accounts made partial payments
- 3) "Negative" interest should not be reported on the Profit and Loss Statement, as investment accounts such as Bonds and CD's insure you receive back at the minimum the amount you purchased it for. Positive interest is an actual gain and should be reported as such. An adjustment will be made prior to the end of the year.

A motion was made by Brian Smith, seconded by Don Bird and passed with no nays as follows:
To approve the Financial Report for August 2013 as presented.

Action Items

Update item one to reflect next Well # 6 annual payment is due on October 1, 2014.

Water Distribution Manager's Report: Attached.

Approval to purchase the Depth Sensor this Fiscal Year will be passed on to NWS.

Correspondence

One Forgiveness letter came in this month, but was rescinded for possible future use.

Old Business

- 1) The Budget was approved with the addition of line items on the Summary Report to reflect the use of the dedicated \$5.00 and \$3.00 portions of each member's monthly payments.

New Business. None

Announcements Next meeting date - Saturday, October 12, 2013@ 9:00 am

Ken Ayers will not be attending the October Meeting.

Motion to adjourn.

A motion was made by Brian Smtih, seconded by Steve Saylor and passed with no nays as follows:
To adjourn the meeting at 9:15 a.m.

**These minutes have not been approved by the Water Committee
Respectfully Submitted by: Sheila Hedlund**

MOTIONS TO THE BOARD

A motion was made by Ken Ayres, seconded by Scott Carey and passed with no nays as follows:
To approve the Minutes of August 10, 2013 as written

LAKE LIMERICK WATER SYSTEM
 FINANCIAL STATEMENTS
 FISCAL YEAR 2012 - 2013
 as of August 31, 2013

	TOTAL	Annual Budget	YTD %
Ordinary Income/Expense			goal 91%
Income			
Gross Revenue - Administration			
NSF Check Fees	-2.00	0.00	0%
Total Gross Revenue - Administration	-2.00	0.00	0%
Gross Revenue Water			
Water Disconnect Fee	0.00	150	0%
Water Excess Use Charge	14,792.83	10000	148%
Water Meter Hookup	0.00	2000	0%
Water Meter Lock/Lockout	300.00	120	250%
Water Meter Locked	8,084.00	10000	81%
Water Metered	335,272.00	364000	92%
Water Non Metered	20,914.00	22200	94%
Total Gross Revenue Water	379,362.83	408470	93%
Total Income	379,360.83	408,470.00	93%
Gross Profit	379,360.83	408,470.00	93%
Expense			
Accounting			
Accounting Assistance	270.00	2,000.00	14%
Accounting Audit	0.00	0.00	0%
Accounting Review	1,446.30	2,000.00	72%
Total Accounting	1,716.30	4,000.00	43%
Bank Service Charges	115.03	400.00	29%
Credit Card Service Charges	2,484.52	2,500.00	99%
Depreciation	55,000.00	60,000.00	92%
Dues & Subscriptions	643.00	800.00	80%
Employee Expense			
Education of Employees	261.00	1500	17%
Health Insurances	0.00	0	0%
L&I Insurance	1,026.23	1100	93%
Payroll Tax Expense	6,289.05	6600	95%
Salaries & Wages	58,847.72	56580	104%
Retro Tax Expense	-651.95		
Vacation & Sick Leave	54.00	3800	1%
Total Employee Expense	65,826.05	69580	95%
Engineering Services	15,000.00	17000	88%
Equipment Rent	852.79	1000	85%
Insurance	7,880.57	9500	83%
Legal Fees	0.00	1000	0%
Licenses & Permits	6,617.64	1500	441%
New Equipment Purchase	50.49	0	0%
Newsletter Expense	1,112.29	2000	56%

LAKE LIMERICK WATER SYSTEM

FINANCIAL STATEMENTS

FISCAL YEAR 2012 - 2013

as of August 31, 2013

	TOTAL	Annual Budget	YTD %
Office Expense	3,691.81	3300	112%
Postage	7,934.61	6500	122%
Professional Services	47,866.57	47500	101%
Repairs & Maintenance			
Equipment	997.78	5000	20%
General	54,228.80	23000	236%
Auto Maintenance	502.97	0	0%
Total Repairs & Maintenance	55,729.55	28,000.00	0%
Security Service Contracts	5,733.00	6400	90%
Service Contracts	1,400.94	1500	93%
Supplies	2,154.31	5000	43%
Taxes			
Property Taxes	916.19	2500	37%
WA St Excise Tax	17,979.51	19200	94%
Total Taxes	18,895.70	21700	87%
Telephone	2,579.85	2000	129%
Utilities	15,878.00	20000	79%
Vehicle Expense	5,373.47	6000	90%
Water Testing	0.00	200	0%
Well # 6 Annual Payment	0.00	18000	0%
Total Expense	324,536.49	335,380.00	97%
Net Ordinary Income	54,824.34	73,090.00	75%
Other Income/Expense			
Other Income			
Interest Income	-5,387.62	4000	-135%
Miscellaneous Income	0.00	500	0%
Service Charges	6,144.15	5400	114%
Total Other Income	756.53	9900	8%
Other Expense			
Interest Expense Well #6	0.00	3800	0%
Misc. Expense	73.90	200	37%
Total Other Expenses	73.90	4000	2%
Net Other Income	682.63	5900	12%
Net Income	55,506.97	78,990.00	70%

Lake Limerick Water System			
Statement of Income and Expenses - Fiscal Year Oct 2012 through Sept 2013			
Status as of 8/31/13			
O.C.C.U. Savings Account	\$	9,010.67	
O.C.C.U. Checking Account	\$	103,984.92	
Key Bank Checking	\$	57,557.76	
EL Lines Designated Savings	\$	144,752.42	
Key Bank Main Line Replacement Account	\$	32,504.07	
Accounts Receivable	\$	70,203.26	
	\$	418,013.10	
Capital Improvements	Budget	Actual Cost	Budget Balance
Meter Replacements, budget \$ from FY 10/11 & 11/12	\$ 99,918.00	\$ 237,821.13	\$ (137,903.13)
Back Flow Assemblies	\$ 62,500.00	\$ 24,057.56	\$ 38,442.44
Well #4, Redesign of pumping system	\$ 5,000.00		
Reserve Acct for Main Line Replacement Engineering	\$ 11,490.00	\$ 8,617.50	\$ 2,872.50
F.Y. 2012 - 2013 Totals:	\$ 78,990.00	\$ 237,821.13	\$ (137,903.13)
Non Budgeted Capital Improvements Well #6 Repairs		\$ 31,503.11	
St of WA Dept of Public Works Loan Well #6	Loan Amt	Int Pymts	Principle Paid
Loan Amount	\$ 343,941.00		
October 2005 Loan Payment #1 (Int Only)	\$ 343,941.00	\$ 4,467.75	
October 2006 Loan Payment #2	\$ 325,838.85	\$ 5,159.13	\$ 18,102.15
October 2007 Loan Payment #3	\$ 307,736.70	\$ 4,887.58	\$ 18,102.15
October 2008 Loan Payment #4	\$ 289,634.55	\$ 4,616.05	\$ 18,102.15
October 2009 Loan Payment #5	\$ 271,532.39	\$ 4,344.52	\$ 18,102.16
October 2010 Loan Payment #6	\$ 253,430.23	\$ 4,072.99	\$ 18,102.16
October 2011 Loan Payment #7	\$ 235,328.07	\$ 3,801.45	\$ 18,102.16
October 2012 Loan Payment #8	\$ 217,225.91	\$ 3,529.92	\$ 18,102.16
October 2013 Loan Payment #9	\$ 199,123.75	\$ 3,258.39	\$ 18,102.16
Total Cost of Cross Connection Control Devices:	(project completed June 2009)		\$ 252,626.01
Date	#of \$3 pymts	Total Collected	Balance to pay off
amt collected F.Y.06-07,07-08,08-09,09-10,10-11&11-12		\$ 2,229,560.32	\$ 23,065.69
Oct	1431	\$ 4,293.00	\$ 18,772.69
Nov	1312	\$ 3,936.00	\$ 14,836.69
Dec-12	1300	\$ 3,900.00	\$ 10,936.69
Jan-13	1193	\$ 3,579.00	\$ 7,357.69
Feb-13	1630	\$ 4,890.00	\$ 2,467.69
Mar-13	1251	\$ 2,467.69	\$ -
The WC has determined that the \$3 charge will remain on the monthly billing and will be used for the installation of the 44 new BFA units as required by the results of the Hazard Survey. Once the units are installed the future collection of the \$3 will be used for testing and ongoing maintenance of the assemblies			
Mar-13, Balance Forward:		\$ 1,285.31	\$ 1,285.31
Apr-13	1385	\$ 4,155.00	\$ 5,440.31
May-13	1130	\$ 3,390.00	\$ 8,830.31
5/14/13 BackFlo Pros-Installs \$23132.56 Testing \$925.00		\$ (24,057.56)	\$ (15,227.25)
Jun-13	1209	\$ 3,627.00	\$ (11,600.25)
Jul-13	1438	\$ 4,314.00	\$ (7,286.25)
Aug-13	1233	\$ 3,699.00	\$ (3,587.25)
Sep-13			\$ (3,587.25)
Payments Collected for Meter Replacements	#of Payments @ \$5/pymt	Total / Month	Total Collected
amount collected F.Y. 09-10, 10-11 & 11-12		\$ 204,065.00	\$ 204,065.00
Oct-12	1337	\$ 6,685.00	\$ 210,750.00
Nov-12	1210	\$ 6,050.00	\$ 216,800.00
Dec-12	1184	\$ 5,920.00	\$ 222,720.00
Jan-13	1028	\$ 5,140.00	\$ 227,860.00
Feb-13	1337	\$ 6,685.00	\$ 234,545.00
Mar-13	1115	\$ 5,575.00	\$ 240,120.00
COST TO COMPLETE METER INSTALLATION:			\$ 237,821.13
DIFFERENCE TO MAIN LINE REPLACEMENT ACCOUNT:	Dep4/13/13		\$ 2,298.87
Apr	1227	\$ 6,135.00	\$ 8,433.87
May-13	996	\$ 4,980.00	\$ 13,413.87
Jun-13	1107	\$ 5,535.00	\$ 18,948.87
Jul-13	1269	\$ 6,345.00	\$ 25,293.87
Aug-13	1144	\$ 5,720.00	\$ 31,013.87
Sep-13			



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September 11, 2013

Lake Limerick Water System September Meeting

The general condition of the water system is good with no concerns as to system pressures or water availability to the customers.

Well Conditions:

Well #1 booster pump is operating with the timer to prevent it from “competing” with the other booster pumps on the system with pressure settings.

Well #2 is still in stand-by and its use will only be required in extreme cases.

Wells #3A and B are operating normally.

Well #4 is operating normally.

Well #5 is operating properly.

Well #6 is operating properly.

I have made a request for a bid to replace the depth sensor. The original sensor is obsolete, and they are doing some research to determine which of the newer models is best for our application. I will send the information to Don prior to making a recommendation.

I have still not gotten any information from the State about the original approval of this well and I also have not gotten the DVD from Arcadia from the well cleaning.

Water Sampling:

The monthly routine bacteria samples were satisfactory. The Nitrate samples from all the wells and the Volatile Organic Compounds samples from wells #3b and #5 have come back from the lab and there are no concerns.

Water Usage:

Water usage calculations indicate a loss of 0.3%. This may be a little skewed because the end of the month fell on a holiday and the meters were read a couple days early...but still pretty good.

Customer Concerns:

Steve had 8 utility locates, investigated 3 high water user and a low pressure condition. The low water investigation determined that the problem was on the customer's side of the meter. Steve also spent more time with the customer complaining about train noises at night from his water lines. There was a misunderstanding and he was upset with us for not being responsive to his problems. Steve checked and he has adequate pressure and flows at the meter and the problems are with the plumbing in his house. Steve recommended a plumber to call. Steve contacted 2 customers with leaks after the meter.

We repaired a leak on Dartmoore. It was just a service lateral but we had to call in Zephyr Excavating because the road needed to be cut.

Thoughts:

The roof replacements are completed and look very good. Steve looked in the pumphouses during the heavy rains and did not see any signs of leaking. The repairs were also made at Well #3 as well and Steve is keeping watch to see if the leak is repaired.

Steve is playing "phone tag" with Backflow Pros to see if they are still interested in purchasing the Backflow Assembly Test Kit. We are still waiting.

I received a call from a water system in Tahuya interested in buying 60 meters. They are going to vote at the next board meeting before purchasing.

We are going to start installing sample stations throughout the system to facilitate the Coliform Monitoring Plan. We are also going to bury the control wire at Well #3.

Larry has ordered the door for the booster house at Well #3 and recommended OSB paneling for the inside while the door is out.

I have not heard anything from our Sanitary Survey. The WSP review letter was a little silly, but Jester is preparing a response and this project should be done soon.

This is a pretty boring review letter but vacations are over and planning for bigger projects will be easier. Should you have any questions, or require further information, please call.

William Bernier