



**LAKE LIMERICK COUNTRY CLUB
BOARD OF DIRECTORS
MINUTES**

June 16, 2018

9:00 AM

- 1. ROLL CALL:** President Paul Wagner; Vice President Brian Smith; Treasurer Mike Prather; Secretary Penny Cory; Directors Sharon Hamilton, Kelly Evans, Amanda Stephen; Water Committee Chair Don Bird (ex officio)
Excused: Dave Kohler, Roger Milliman
- 2. APPROVAL OF MINUTES**
Action: Motion BY Kelly Evans, second by Brian Smith to Approve minutes May 19, 2018. Passed with no nays
- 3. FINANCIAL REPORT**—Treasurer Mike Prather
Action: Treasurer Mike Prather reviewed financial reports (attached). Motion by Brian Smith, second by Kelly Evans to Approve Financial Report. Passed with no nays. President Paul Wagner commented on reduced cost of goods in the restaurant.
- 4. ADDITIONS TO THE AGENDA** None
GUESTS FROM THE FLOOR
Requests to be added to the agenda
Jack Betterley – Log Toy Beach - trees
Representative for McTurnal – Architectural Appeal
- 5. CONSENT AGENDA**—Motions to Board from Committee Minutes
Action: Motion by Kelly Evans, second by Brian Smith to Approve Consent Agenda and Committee motions, in particular the Architectural Committee report, as amended: remove Greens Committee Motion for further discussion under new business and remove Inn Committee Motion to approve construction project due to no supporting design or cost estimate.
- 6. PRESIDENT’S REPORT-** President Paul Wagner addressed the many successes we have had recently and we now need to focus on vision for the entire community and look towards the future, being more inclusive. Paul suggested improving parks and swim areas as an example, and ways we can involve more members. Brian Smith suggested this sole topic for the next Study Session.
- 7. COMMUNITY ASSOCIATION MANAGER’S REPORT-CAM** Deborah Wallace reported that she recently attended a webinar about budgets and has been working on the budget for 2018-2019. She needs Inn Committee “wish list” for capital items. She has received Lake&Parks and Greens operating budgets. Deborah also presented list of urgent items, including the breakdown of the nibbler controls, electrical issues, and the broken mower for the Golf Course.
- 8. OLD BUSINESS**

- a. Architectural Committee - Sharon Hamilton presented information on the re-creation of the Architecture Committee. The direction they are taking is to break the permitting process away from compliance in order to be more efficient. Sharon will keep Board informed as they move forward.
- b. Update on Cranberry Creek Mitigation Site—Mike Prather reviewed where we are. We are finished with the agreed to mitigation and Mike is sending a letter advising property owner that the work is complete.
- c. Navy Easement Negotiation—Brian Smith reported that he is waiting for the Cadastral Survey to be completed before they can move forward.
- d. Maintenance Personnel Update—CAM Deborah Wallace reported that we have interviewed for a Maintenance Manager position and awaiting a decision. Brian Smith suggested that the matter be moved to Executive Session. Agreed.
- e. NY Eve Agreement—Paul Wagner outlined the agreement with the group that held the party last year. LLCC will provide the bar and bartender to address the issue of possible over serving.
- f. Mower/Equipment Lease—Paul Wagner reviewed options, purchase outright, lease for 3 years, or bank loan for the replacement mower. Questioned about a longer lease, CAM Deborah Wallace advised that a 5 year lease should be available. Motion by Penny Cory, second by Brian Smith to pursue a 5 year lease for the mower. Approved with no nays.
- g. Notice of intended Policy change reverting to pre-2006 status regarding overwintering of Trailers/RVs. Brian Smith submitted draft of Resolution for Trailer/Recreational Vehicle (RV) Use on Lots Without Permanent Residences. The decisions regarding overwintering have already been approved and the Resolution will clarify the Rules. Kelly suggested the policy specifically reference RVs in addition to trailers, campers and tents. We will post the Resolution to the website, paper copies on the doors, and an email blast with explanation. The comment period will end when the Board votes at the July 21 meeting.

9. NEW BUSINESS

- a. Announce Committee Chairs—Paul Wagner announced the following Committee Chairs for a one year term: Greens; Vern Dugan; Deb Will and Sheila Nokes, Inn; Lakes & Parks; Dave Kohler, Youth; Emily Fleshman, Elections; Gayle Wilcox. Water Chair is elected, not appointed.
- b. Water Shut Off List—CAM Deborah Wallace advised that from the previous list of overdue water bills, payment or arrangements to pay with all but 2. Deborah then submitted the latest list of overdue Water accounts. Motion by Mike Prather, second

- by Sharon Hamilton to declare property owners of parcels 2-204, 2-45,3-172, 3-178, 3-267, 3-389, 4-13, 4-49, 4-80, 4-85, 4-224, 5-70, 5-119, 5-89, 1-29, 1-68, 1-137, 1-139, 1-148 no longer “Members in good standing” therefore not eligible to purchase water from LLCC. Office will move forward with of the process of water shut-off.
- c. Members Not in Good Standing—CAM Deborah Wallace presented list of 55 members not in good standing due to delinquency on dues. We have payment plans with some, unable to locate a few, and others who are “problems”. We are filing liens and will continue discussion on what action should be taken.
 - d. Log Toy Beach trees —Jack Betterley commented that we need to decide what style we want our HOA to represent, rustic, like downtown Seattle, or what? Jack then pointed out that the trees on Log Toy Beach are dying as a result of drowning from high water levels, and suggests we come up with a plan to address the issue.
 - e. Representatives for McTurnal — Architectural Appeal. Representatives for member McTurnal appeared to appeal the denial of permit to build a garage closer to the property lines than the stated set-backs. Brian Smith explained that we have different set-backs than the County and they are more restrictive. Our CC&R’s do not allow for waiving LLCC set-back rules, therefore the denial must stand.
 - f. Greens Committee Motion moved from Consent Agenda. Golf Pro Ron Stull reviewed proposal for improvements including warm up and practice areas. Brian Smith noted that LLCC has \$5,000 budgeted for Marketing and questioned if the Board wants to use \$1800 of those funds for the preliminary plans. Motion by Brian Smith, second by Kelly Evans to authorize \$1800 from the \$5,000 budgeted for Marketing to pay John Steidel, a golf course architect, to create a preliminary plan for improvements to the Pro Shop/Café which will include practice and warm up areas. Passed with no nays.
 - g. Projects needing approval: Repair of Nibbler controls is urgent. Motion by Brian Smith, second by Kelly Evans to approve repairs not to exceed \$10,000. Passed with no nays.
- Electrical upgrades; Steve Beier, has done an assessment of electrical needs and code violations. We need to get the service upgraded from PUD, and get bids on a contract for electrical work. It was agreed that if we can get bids for the work, we will take an electronic vote to approve a contractor, and for now approve the upgrade from PUD3. Motion by Mike Prather, second by Penny Cory to approve \$3,400 payment to PUD3 for the upgrade. Passed with no nays.

10. OTHER BUSINESS N/A

11. CORRESPONDENCE N/A

12. ANNOUNCEMENTS N/A

13. MOTION TO CONVENE TO CLOSED SESSION by Brian Smith second by Mike Prather. Passed with no nays.

14. CLOSED SESSION Review job applicants, discuss staffing levels and legal matters.

15. MOTION TO RECONVENE TO OPEN SESSION by Brian Smith, second by Sharon Hamilton. Passed with no nays

16. MOTION TO ACCEPT ALL MOTIONS MADE IN CLOSED SESSION by Brian Smith, second by Mike Prather. Passed with no nays.

17. MOTION TO ADJOURN by Kelly Evans, second by Brian Smith. Passed with no nays.

**Lake Limerick Country Club Board of Directors
CONSENT AGENDA
June 16, 2018**

The Board approves the specific actions of the Architectural Committee on individual permits, complaints and other business matters as presented in their meeting minutes.

The following are motions to the Board of Directors from the indicated committees as presented in their minutes from their most recent meetings.

Architectural Committee

Greens Committee: Gayle Wilcox made a **Motion** with a second by Lance Levine to request \$1800.00 to pay John Steidel a golf course architect to create a preliminary plan for improvements to the Pro Shop/Café which will include practice and warm up areas. For the purpose of short and long range planning See attached documents. Motion passed unanimously

Inn Committee: **Motion** to approve minutes of May 12, 2018 meeting made by Bonnie Morrow second by Penny Cory passed with no nays.

Motion to rescind approval of rental agreement No. 2006-07 made by Penny Cory, second by Bonnie Morrow with no nays.

Motion to rescind approval resolutions document made by Penny Cory second by Bonnie Morrow passed with no nays.

Motion to move forward with construction project proposal made by Nancy Milliman second by Bonnie Morrow passed with no nays.

Lake Dam Committee

No June Meeting

Water Committee: A **Motion** was made by Mark Franklin, seconded by Phyllis Antonsen and passed with no nays as follows: To approve the Minutes of May 12th, 2018 as written.

A **Motion** was made by Pat Paradise seconded by Norm Bartoo and passed with no nays as follows: To approve the Financial Report for May as presented.

A **Motion** was made by Pat Paradise seconded by Norm Bartoo and passed with no nays as follows: To approve the SCADA upgrades proposed in the amount of \$6575.00 plus taxes and fees.

DRAFT

Resolution __-2018

Trailer/Recreational Vehicle (RV) Use on Lots Without Permanent Residences

Whereas, prior to 2006 Lake Limerick Country Club (LLCC) Homeowners Association (HOA) policy was trailers/RVs used by members on “camping lots” (those without a permanent residence) had to be removed every year from November 16 to April 1, as stated in the Architectural Guidelines (revised 08/29/2002, printed 10/12/06) *“Travel trailer [sic], campers and tents will be allowed by owner/members between April 1 and November 15 in any given year. They will also be allowed at other times if the required building permits (Club and Mason County) have been obtained and a permanent building is actually under construction. Travel trailers, campers and tents are permitted on weekends or other short periods between November 16 and April 1 provided they are removed after each brief use.”*, and

Whereas, in 2006 the LLCC Board of Directors granted hardship permission to an ill member to leave their trailer over the winter, and

Whereas, in 2007 the Board Of Directors approved a one-year experiment aimed at allowing additional trailers/RVs to remain over the winter with a permit, and

Whereas, the experiment was allowed to continue as reflected in the 2010 draft revision to the Architectural guidelines *“Travel trailer, campers and tents will be allowed by owner/members between April 1 and November 15 in any given year. They will also be allowed at other times if the required building permits (Club and Mason County) have been obtained and a permanent building is actually under construction. Lot must be in compliance with Guideline #2. Winter Time Trailer Permits are required to keep trailers or recreational vehicles on lots without residences between November 15 and April 1. Only one trailer or recreational vehicle shall be allowed per lot during this period and shall not be used as winter storage, full time residence or covered with tarps”*, reflecting the Board’s intent that the trailers/RVs would be used during the winter to allow members to use LLCC recreational facilities, and not just be stored on LLCC lots

Whereas, the BOD also placed conditions on the use of trailers with winter permits: the lot where the trailer was stored had to have water, power and a septic system; the trailer/RV had to be kept neat and clean and road worthy, including having a current registration; only one trailer/RV would be allowed per lot; members were required to use their trailers/RVs during the winter timeframe for

occasional stays (considered 12-15 days per season minimum), not residency (15 or more days per month) or storage; failure to comply with these requirements could result in fines, and

Whereas, in 2016 upon recommendation of the Architectural Committee the Board of Directors also required holders of winter trailer permits to sign in to demonstrate use, and

Whereas, as evidenced during the past several years, trailers left on camping lots and not used regularly become attractive nuisances for burglary, vandalism and even arson, and can deteriorate and become neighborhood eyesores incapable of being moved and therefore violating the Declarations of Restrictions for all Divisions, and

Whereas only 12 LLCC members received winter permits in 2016-2017, with all failing to comply with the sign-in/use requirements, and

Whereas, during winter 2017-2018 on one day at least 10 unpermitted trailers were counted by LLCC security in two Divisions, and

Whereas the Board of Directors in 2017 voted to rescind the winter trailer policy, thus returning to the policy existing prior to 2006, and

Whereas several members objected saying there had been insufficient warning about the change in policy, and that they had encountered difficulties in finding the sign-in sheets during the 2016-2017 winter, in response to which the Board of Directors allowed a limited number of members who had previously had permits and who had already applied for permits to be exempted from the re-instated winter trailer removal policy for one more year, and

Whereas, only six (6) members applied for winter permits and only two (2) complied with the use and sign-in requirements during winter 2017-2018,

Now therefore be it resolved that the LLCC Board of Directors reestablishes the pre-2006 policy regarding trailers/RVs and further directs the next revision to the Architectural Guidelines include the following wording: *“Travel trailers, campers recreational vehicles and tents will be allowed for use by owner/members between April 1 and November 15 in any given year on lots without a permanent residence. They will also be allowed at other times for use by members constructing residential dwellings if the required building permits (Club and Mason County) have been obtained and a permanent building is actually under construction. Travel trailers, campers and tents are permitted on weekends or other short periods between November 16 and April 1 provided they are removed after each brief use”.*

| BALANCE SHEET ACCOUNTS | | | | | | |
|---|----------------------|----------------------|------------------|----------------|--------------------|---------------------|
| May 2018 | | | | | | |
| | Current Month | Balance | | | | |
| Cash in Banks | | | | | | |
| Operating Account | | | | | | |
| Heritage Operating | | \$ 126,639.85 | | | | |
| Special Assessment Accounts | | | | | | |
| KBWA Golf Special Projects | \$ - | \$ 8,830.31 | | | | |
| Savings Accounts | | | | | | |
| Heritage: Money Market | \$ 20,000.00 | \$ 156,521.40 | | | | |
| Property Sales | \$ - | \$ 15,000.00 | | | | |
| Reserve Account | | | | | | |
| Ed Jones CD | \$ - | \$ 181,592.90 | | | | |
| Total Cash in Banks: | | \$ 488,584.46 | | | | |
| Accounts Receivable | Current | 1 - 30 | 31 - 60 | 61 - 90 | > 90 | TOTAL |
| Current - credits are prepaid accounts | \$ 170.00 | \$ 22,489.53 | \$ 11,339.97 | \$ 11,444.78 | \$ 28,541.46 | \$ 73,985.74 |
| Accounts - Members not in good standing | \$ 5.58 | \$ 11,410.10 | \$ 8,567.50 | \$ 10,838.50 | \$ 203,755.14 | \$ 234,576.82 |
| Accounts Payable | Current | 1 - 30 | 31 - 60 | 61 - 90 | > 90 | TOTAL |
| Vendors - does not include water | \$ 29,639.76 | \$ 1,502.13 | \$ 663.46 | \$ - | \$ (1,450.47) | \$ 30,354.88 |
| Hoss | | | | | \$ 9,424.65 | \$ 9,424.65 |
| Totals: | \$ 29,639.76 | \$ 1,502.13 | \$ 663.46 | \$ - | \$ 7,974.18 | \$ 39,779.53 |

| CASH ACCOUNTS | | | 6/7/2018 | | | | |
|--------------------|--------------|--------------------|------------------------|----------------------|----------------------|----------------------|---------------------|
| Location | Type | Name | Balance | Operating | Savings | Reserve | Property Sales |
| HOA | | | | | | | |
| Heritage | Checking | Operating | \$ 126,639.85 | \$ 126,639.85 | | | |
| Heritage | Money Market | LLCC Savings | \$ 171,521.40 | | \$ 156,521.40 | | \$ 15,000.00 |
| Edward Jones | CD 6 month | LLCC Corp. Reserve | \$ 181,592.90 | | | \$ 181,592.90 | |
| Key Bank | Checking | Golf Projects | \$ 8,830.31 | | \$ 8,830.31 | | |
| Total HOA | | | \$ 488,584.46 | \$ 126,639.85 | \$ 165,351.71 | \$ 181,592.90 | \$ 15,000.00 |
| Water | | | | | | | |
| Heritage | Checking | Water Operating | \$ 104,051.27 | \$ 104,051.27 | | | |
| OCCU | Checking | Water Committee | \$ 145,148.12 | | \$ 145,148.12 | | |
| OCCU | Savings | Water Committee | \$ 101,486.36 | | \$ 101,486.36 | | |
| Edward Jones | CD 6 month | Water Mainline | \$ 264,790.00 | | | \$ 264,790.00 | |
| Edward Jones | CD 6 month | Well #6 Reserves | \$ 164,501.25 | | | \$ 164,501.25 | |
| Edward Jones | CD 3 month | Savings | \$ 50,891.88 | | \$ 50,891.88 | | |
| Heritage | Money Market | Water Mainline | \$ 19,836.90 | | | \$ 19,836.90 | |
| Heritage | Money Market | Well #6 Reserves | \$ 12,410.25 | | | \$ 12,410.25 | |
| Total Water | | | \$ 863,116.03 | \$ 104,051.27 | \$ 297,526.36 | \$ 461,538.40 | \$ - |
| TOTAL: | | | \$ 1,351,700.49 | \$ 230,691.12 | \$ 462,878.07 | \$ 643,131.30 | \$ 15,000.00 |
| 6 month CD rate | 1.95 | | | | | | |
| 3 month CD rate | 1.7 | | | | | | |

| NAME | Div | Lot # |
|--------------------------------------|-----|-------|
| Howard Cornor | 2 | 259 |
| Jr Toalson | 1 | 34 |
| Windelyn Porter For Douglas McTurnal | 3 | 304 |
| Mark & Jamarie Frankle | 5 | 36 |
| A. B. Herby | 2 | 282 |
| Vern Duggan | 2 | 253 |
| Sheela Stokes | 2 | 150 |
| Dalbertale | 2 | 201 |
| Charlene Edwards | 2 | - |
| Ron Edwards | 2 | - |
| Donna Melpin | 1 | 85 |
| Clare Robinson | 1 | 15 |
| Binnie Morrow | 2 | 103 |
| Deb Will | 2 | 265 |
| Dorothy Porter | 1 | 45 |
| Mary Ann Wagner | 1 | 153 |