

**LAKE LIMERICK COUNTRY CLUB  
WATER COMMITTEE MEETING**

**Minutes of May 9th, 2020  
Meeting Location: LLCC Lounge Patio**

The Meeting was held at the LLCC outdoor lounge patio in compliance with social distancing recommendations. The meeting was called to order at 9am by Chairman Don Bird.

**MEMBERS ATTENDING:** Chairman Don Bird, Secretary Pat Paradise, Treasurer Phyllis Antonsen, and members Esther Springer-Johannesen, Kelly Evans, and Brandon Koch.

**Board of Directors Attending:** Dean Dyson

**Employees Attending:** Doug Carothers (water system manager)

**Contractors Attending:** None

**Guests Attending:** None

**Welcome Doug Carothers as new water system manager:**

Doug was welcomed to the LLCC community and introduced to water committee members.

Doug is working full time and getting acquainted with our association and water system.

**Election of Officers:**

Nomination of Water Committee Officers was held following April elections.

Don Bird was nominated by Pat Paradise, seconded by Esther Springer-Johannesen, and passed with no nays to elect Don Bird President of the Water Committee

Pat Paradise was nominated by Esther Springer-Johannesen, seconded by Kelly Evans, and passed with no nays to elect Pat Paradise as Secretary of the Water Committee.

Esther Springer-Johannesen was nominated by Phyllis Antonsen, seconded by Brandon Koch, and passed with no nays to elect Esther Springer-Johannesen as Treasurer of the Water Committee.

**Approval of Minutes:**

A motion was made by Esther Springer-Johannesen, seconded by Kelly Evans, and passed with no nays to approve the minutes of March 14th 2020 and April 11<sup>th</sup> 2020 as written.

**Additions to Agenda:** None

**Comments from any Guests:** None

**Financial Report:**

1) **Water System Financial Report:** A draft financial report was provided Phyllis (and new treasurer elect Esther) including a profit & loss statement, budget to actual expenditures, and water system transfers. Financial report is attached for record.

2) **Accounts Payable/Receivable update – Phyllis (and new treasurer elect Esther):**  
Accounts payable/receivable is tracking and there is no documented decline in revenue due to impacts of

the Corona Virus. Payables and receivables will be monitored closely for any financial impacts attributable to the current health pandemic.

- 3) Cd and Money Market Review: A Cd and Money Market report was provided by Phyl and attached for record. One Cd will mature in June and be re-invested in a new CD.
- 4) Reserve Study Status:  
HOA Water Reserve Study continues to be worked on by NWS.  
HOA Reserve Study status:  
Esther Springer-Johannesen reported that the LLCC HOA Reserve Study has narrowed the search for firms to conduct the study to three firms. NWS will co-ordinate with the selected firm to integrate the water system study into the overall LLCC reserve study.

A motion was made by Kelly Evans, seconded by Brandon Koch, and passed with no nays to accept the financial report as presented.

#### Water Distribution Mangers Report:

1) Manager's report and consumption spreadsheet: The report was very complete and is attached for record.

Consumption spreadsheet (attached): The calculated water loss for the month is 4.9% and for the year is 8% with a goal of remaining under 10%. The consumption report is attached for record. Low water loss percentage is the result of finding and repairing two water system leaks.

2) Status of SCADA system: Don provided a summary of the scada system and the system is working well. Minor issues are being documented and resolved.

3) Badger Analytics meter reading and billing experience: Don provided a summary of the Badger Analytics meter reading and billing experience. The upgraded software and meter reading hardware is working very well. Reading of meters is now taking less than 4 hours. A result of the upgrade is that we can now detect possible leaks on the "owner side" of the water system. Correspondence will be sent to Lot Owners whose meter readings indicate possible leakage on their side of the meter.

Action List: none

Correspondence: none

#### Old Business:

1) Navy railroad trestle seismic retrofit project: Existing LLCC water main running under the trestle location has been marked for reference. County still has not issued a permit for the project. No other new information available.

2) Water System Plan status: NWS continues to work toward completion of a draft water system plan upgrade. LLCC Water Committee will receive a draft copy for review and comment.

New Business:

1) Water billing considerations:

Recent changes from the current State Legislative session could impact water system tax structure. House Bill 2889 will be reviewed for any impact to the LLCC rate structure.

Commitments Review: None

Announcements:

- 1) Next meeting 9am Saturday June 13<sup>th</sup>, 2020 -- Lake Limerick Clubhouse (crow's nest)  
Location and format to be determined based on social distancing requirements

Motion to convene to closed session: none

Motion to reconvene to open session: none

Motion to accept all closed session motions: none

Motion to recommend to the LLCC Board of Directors: none

Motion to adjourn: A motion to adjourn was made by Kelly Evans, seconded by Esther Springer-Johannesen, and passed with no nays as follows: To adjourn the meeting at 10:37am

These minutes have not been approved by the Water Committee.  
They have been respectfully submitted by Pat Paradise.

MOTIONS FOR BOARD:

Election of Officers:

Nomination of Water Committee Officers was held following April elections.

Don Bird was nominated by Pat Paradise, seconded by Esther Springer-Johannesen, and passed with no nays to elect Don Bird President of the Water Committee

Pat Paradise was nominated by Esther Springer-Johannesen, seconded by Kelly Evans, and passed with no nays to elect Pat Paradise as Secretary of the Water Committee.

Esther Springer-Johannesen was nominated by Phyllis Antonsen, seconded by Brandon Koch, and passed with no nays to elect Esther Springer-Johannesen as Treasurer of the Water Committee.

Approval of Minutes:

A motion was made by Esther Springer-Johannesen, seconded by Kelly Evans, and passed with no nays to approve the minutes of March 14<sup>th</sup> 2020 and April 11<sup>th</sup> 2020 as written.

Approval of Financial Report:

A motion was made by Kelly Evans, seconded by Brandon Koch, and passed with no nays to accept the financial report as presented.

