

Lake Limerick C.C.



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**LAKE LIMERICK COUNTRY CLUB
BOARD OF DIRECTORS**

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Meeting Minutes

Meeting ID: 865 0210 9192 Password: 384966

April 17, 2021 @ 9:00AM

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1. **Roll Call:** President, Brian Smith; Vice President, Dean Dyson; Secretary, John Ingemi; Treasurer, Connie Wong, Directors; Pat Paradise, Amanda Stephen – excused, Sheila Nokes, Tamra Ingwaldson, Stacie Stoney, Don Bird (Ex Officio), Invitee: Roger Milliman, CAM

John Ingemi will be co-hosting the meeting with B. Smith. John Ingemi will have everyone on mute who is not speaking.

2. **Approval of Minutes:**

A motion was made by C. Wong and seconded by D. Dyson to approve the minutes as written. Motion passed unanimously.

3. **Financial Report – C. Wong**

C. Wong reported revenue is good and that, in most line items, we are on or below budget. Expenses are high for the month We are over in paper supplies (3x normal) but that's probably due to the Newsletter, ballots, etc. for this cycle. We currently have about \$315,000 at Heritage Bank but both E. Springer-Johannsen and C. Wong will be working on bringing that number down to the \$250,000 limit for FDIC. We continue to work on Investments to get the best rates we can. There was some discussion on being over budget for the play equipment going to Olde Lyme Park. B. Smith stated that being over budget for Olde Lyme Park shouldn't be considered a failure. It is our largest park and has been in the restoration process for a number of years now and the fact that we are on target to open it up this month, with all of the new equipment, it is a good investment for our membership. There was further discussion by B. Smith, P. Paradise, R. Milliman, C. Wong and K. Evans.

A motion was made by J. Ingemi and seconded by T. Ingwaldson to accept the financial report as presented. Motion passed unanimously

4. **Additions to the Agenda from Board**

None

5. **Additions to the Agenda from the member guests**

None

6. President's Report: B. Smith

President Smith took a moment to thank Amanda Stephen for her past 3 years on the Board and for the work she has done for the Community, highlighting her work on the fireworks survey using Survey Monkey. He also stated that, if he is not re-elected, it was his pleasure to work with all of the members of the Board and the Committee Chairs, and to serve the Community in the capacity as President.

7. CAM Report: R. Milliman

R. Milliman reported that new member packets have been completed and mailed to all members. He credited Christy for getting this organized and done. These contain the newsletter, 2021 membership I.D., a couple of lanyards, park passes, and some of the documents that the office frequently gets requests for (Architecture and Compliance Forms, Lake/Boating/Park and new Walker Rules. On the LLCC Real Estate project, we have 9 (out of the 16) properties currently in escrow, with 3 being purchased by adjacent members. This is looking to be a very successful project. LLCC Parks will open next week, and we have the Fishing Derby next week as well. We talked about Olde Lyme Park and it too is scheduled to open next week. It has been quite an extensive project over the last few years, with trees taken down to open that up. Grassy areas, we now have an upper and lower area that have been seeded. All of the "toys" are scheduled to go in on this Wednesday. Our Facilities Manager has resigned as of May 7th and the advertisement has been developed for the position and will be posted next week. R. Milliman will be on vacation from May 1st through May 12th. Christy Smith will be in charge, along with Jason Howerton as her backup.

8. Water Report: D. Bird, D. Carothers

D. Bird reported on our water quality and capacity. Both are very good. And, just to reassure everyone, we do have plenty of water capacity for current and new houses from our existing wells. The Water Department financials are looking great, probably due to the fact that the fees are a bit higher this year. A/R over 90 days is being kept low, due to Rhonda's work in the office. He spoke on the RH2 Engineering report being due within the next couple of weeks. There is a preliminary draft report but, after meeting and discussing it with them, it is being revised. There was a lot of discussion on the hydrants, fire department tanker trucks, pumps, and numerous other solutions that we will anticipate the report to contain. M. Robinson stated that our most important issue during all of this should be our transparency with the membership. There was further discussion from D. Bird, D. Carothers, R. Milliman, B. Smith, T. Ingwaldson, J. Ingemi, D. Dyson, P. Paradise, M. Robinson and V. Duggan. P. Paradise stated that the Fire Department said that the "bagged" fire hydrants are their "universal" sign that they are out of order and not to use them. D. Bird also stated that water losses have been reduced significantly. They are down from 7% last month to just 3% this month – due to the repairs that the Water Department has made. He asks everyone to please conserve water as it is one of our valuable resources.

9. Consent Agenda: Motions to the Board from Committee minutes.

- a. Architecture, Compliance, Greens, Inn, Lake/Dam, Water, Welcoming
- b. **Action:** Motion to approve Consent Agenda and Committee motions, in particular the Compliance and Architecture Committee Reports

There was discussion on Consent Agenda items: Moving the Jewet fence issue from Architecture Committee to the Compliance Committee.

Also, there was discussion concerning the house move from Way of Tipperary to Ballantrae. The facts are as follows: On 3/2/21, C. Johannsen contacted owner of lot 01 – 062 to get details on what they were doing in the lot, as it was being cleared. He was told that they were creating a recreational lot. He let them know they needed to fill out a permit application and will have to pay \$50.00 since they started the work beforehand. On 03/03/21 James Mirante, Division 01 – 062, 161 Ballantrae Dr., applied to the Architecture Committee for a permit for lot clearing stating they were creating a recreational yard. On 03/03/21, the permit application was reviewed by the Committee. All information was complete, and it was approved. That is the Lake Limerick permit that you see attached to the house. Then, we were notified on 03/21/21 by D. Bird that they were moving a house over to that lot (01-062), from Way of Tipperary. We contacted both owners (the Dazells and Mirante) to make sure that they had all of the permits to perform this move. The owners of 01-062, told us that they understood and that all of their permits would be in place before anything else happened. On Friday afternoon, we got the permit application for the new house. At this point, we didn't have time to do anything and on Saturday morning, we found out that the house was being moved, from Way of Tipperary around to Ballantrae. At no point in our discussions with the owners of 01-062 did they ever mention that they were considering moving a house onto the property, nor was anything listed on their application of 03/02/21. During our investigation we find that there was an application put into the County in January to move the house. We are also now aware that they had purchased the house in December 23,2020. Although he provided all of the documents, County permits etc. and compliance with our setbacks with the final permit, we feel that he had to have known this was planned. B. Smith also noted that there is a septic system on the site that was questionable in the early 2000s'. They did an over-wintering observation of it and it was the County's recommendation, at that time, to put in a mound system.

After discussion from B. Smith, S. Hamilton, J. Ingemi, C. Wong, S. Stoney, D. Dyson, P. Paradise, S. Nokes and D. Bird, there was a general consensus that this move was not done appropriately and without all of the necessary permits or giving LLCC proper notice of the move. There was further discussion pertaining to the septic system on the property that the house was moved to.

S. Hamilton would like some type of "policy" put in place so that we know what the procedure should be if anyone else decides to move a house, from one lot to another.

A motion was made by D. Dyson and seconded by J. Ingemi to issue a "stop work" order until all County and Lake Limerick permits are in place and approved, and to assess a fine in the amount of \$2,000.00 for this infraction. Motion passed unanimously.

Violation

Declaration of Restrictions for Lake Limerick – Division 1, Article IV a, b, e, and g. All purchasers of property in Lake Limerick are bound to comply with the applicable Declarations.

A motion was made by J. Ingemi and seconded by D. Dyson to approve the Consent Agenda. Motion passed unanimously.

10. Old Business

- a. Status of Deck Project and ADA bathroom – P. Paradise

P. Paradise spoke about the deck and what has to be done to finish it off. The railing is almost completed and looks great. The deck floor will get another 3 coats of sealer to cover any seams that may still be showing. They are waiting on hardware to hang the barn door. Pat has gotten metal flashing to cover the fascia board. We have a price and contractor to install gutters and downspouts. Overall, it looks great, and the Board extended its appreciation to Pat Paradise for all of his work to get this accomplished. P. Paradise then asked R. Milliman to make sure we perform a final check on all work and permits that the County needs to sign off on before we issue final payment. There was some discussion from C. Wong and P. Paradise on the gutter downspout holes in the patio. P. Paradise stated that we are going to rent a pump and flush out those "holes" to see where they go to and what we have to do to ensure proper drainage, if anything.

B. Smith stated that he would like the ADA bathroom project to be moved to the Autumn/Winter projects list as it would/could negatively impact our restaurant/lounge business during our busy season(s). Everyone agreed.

b. Reserve Study Update & Report – C. Wong

C. Wong reported that the Reserve Study Committee met a couple of times within the past few weeks, and the minutes were late but sent out this morning to all of the Board Members for their review. We are doing some factfinding to make sure that we look at all of the ways to reduce the recommended future maintenance that they want, before we make any recommendations to the Board. B. Smith spoke about the Board's obligations and responsibilities regarding "policy work" and how to pay for things, etc. He sees it as a two-part step: a Board-level scrub as to what the Committee has done and how to approach big ticket vs. small ticket items in the future. B. Smith again complimented the Committee on their work.

c. NWS proposed contract changes update – D. Bird

D. Bird stated that there is not much to report as they have not met with NWS due to working with RH2 engineers. At this point, we are going to take the results of the RH2 study and incorporate it into our Water System Plan that is currently in draft but needs to be finalized. Another issue is that RH2 is more qualified to do our future Water System plans so we will likely be moving any of our engineering plans over to them from NWS.

d. Green Belts & Trails – T. Ingwaldson

T. Ingwaldson reports that the RFP that Duane had sent out, for the tree felling and removal at Log Toy Park, only got one response and that from Tobin Bros. She stated that she is concerned that we only got one response to our request. R. Milliman gave a brief report on the bid from Tobin Bros (\$18,000) to extract the 9 trees tagged by the arborist. Two (2) were sent out – Tobin Bros. and Beco. Beco didn't respond. The scope of work also contains building an extraction trail to take out the wood and the debris from the pavilion area out to the fishing dock. This would provide us with the potential, at no extra cost, to put a culvert into the ravine area and fill it in with dirt to level out the path. The scope of work also states that if we want to extract the 10th tree that the arborist tagged, that would be an extra \$2,500.00. R. Milliman also stated that there will be collateral damage to other trees that are close by and that this debris would be part of the contractor's cleanup. P. Paradise added that he would like to see one more price before we moved forward and that he called Beco this morning and was told they were never contacted. R. Milliman will follow-up with Beco on Monday morning. Discussion ensued from T. Ingwaldson, S. Nokes, P. Paradise, R. Milliman, C. Wong, and J. Ingemi. B. Smith stated that the sentiment seems to be that we take an action if no other bid is received or to delegate to the Executive Committee, the power to authorize the execution of the contract after a second bid is either

obtained or not. We would then determine what is the best value, not necessarily the lowest price.

A motion was made by J. Ingemi and seconded by D. Dyson to direct R. Milliman to solicit a second bid and to authorize the Executive Committee to work with R. Milliman to select and award that bid. Motion passed unanimously.

e. Status of Water System Engineering Study – D. Bird, R. Milliman

D. Bird stated that, as discussed earlier, we are awaiting the preliminary report from the engineers. B. Smith asked about the timeframe for the more detailed “pump” study. D. Bird stated that at the last meeting with the engineering team they were going to schedule their “variable frequency drive” control expert to review our “pump control strategy” and that should be in the upcoming report. B. Smith reiterated the importance of getting this report for review so that we can be expedient in taking action and informing the membership.

f. Status of Navy Trestle Waterline Project – D. Bird, R. Milliman

R. Milliman report that he, D. Bird and D. Carothers met with the surveyor on site, approximately 3 weeks ago and, after contacting the surveyor, he has yet to complete the report. He said it will be soon and R. Milliman told him that we need a timeline for when it will be completed. R. Milliman also has had conversations with Doug Eklund, PE from Morrissette & Associates, who needs that survey to add his engineering specs and then send that back to the Navy for final approval. The good news here is that the Navy, in concept, has approved our proposal of a temporary water line during construction of the trestle and also a permanent waterline in the roadway.

11. New Business

a. Governor's Proclamation on (Phase 2, 3 and 4) and our ongoing activities – R. Milliman

R. Milliman reports that our Community has done a good job abiding by the rules that we have been putting in place and changing over the past year, keeping our Community and our employees safe. The increase in patronage is certainly evident as the weather improves. It especially shows in the Golf revenues. Public play has been outstanding. To enhance our patronage, we will be putting the picnic tables back out into the grassy area of the Inn. After doing some research, we also stopped the temperature taking at the Inn and Café. People are still required to sign and wear masks when not seated. While we are still in Phase 3, numbers in our County are creeping up again and we have to remain diligent. 3 other Counties have already had to move back to Phase 2, including Pierce County.

b. LLCC Real Estate Project – R. Milliman, P. Wagner

R. Milliman reported that during, and as part of the escrow process, we have required all offers to sign 3 documents. They are our Covenants, CC&Rs and our Architectural Guidelines. The fact that dues and water payments are due and payable monthly, and lastly, they are required to sign off on our trailer resolution. This makes them public record during the escrow process.

12. Other Business

13. Correspondence

14. Announcements and Upcoming Events

- a. The Semi-annual Members Meeting will be held on April 17, 2021 at 2:00 PM via ZOOM
- b. Board of Directors meetings will continue to be held via ZOOM
- c. Committee (and other) Meetings being held via ZOOM if over 5 persons attending.
- d. Most in-person HOA Events are still CANCELED until further notice. Golf events will still be planned in accordance with WA State COVID Guidelines.
- e. Modified Fishing Derby – April 24 2021

D. Muretta reported Nisqually will be on Monday at noon to do the fish plant. Tickets are on sale and they are going reasonably well. Maybe not as many as we have sold in previous years, but they are going ok. We have a raffle planned. We have numerous prizes that were leftover from last year, so we didn't have to actively solicit new ones. We did contact the people that gave us the prizes last year to make sure that we could still use them this year, and most of them agreed. We are going to allow kids to take their Derby ticket to the Pro Shop and they will get an ice cream treat.

15. Motion to Adjourn to Closed Session to discuss legal/personnel issues.

A motion was made by J. Ingemi and seconded by T. Ingwaldson to adjourn to a Closed Session to discuss personnel matters. Motion passed unanimously.

16. Motion to Reconvene to Open Session.

A motion was made by T. Ingwaldson and seconded by S. Nokes to reconvene to Open Session. Motion passed unanimously.

17. Motion to Accept all Motions Made in Closed Session.

A motion was made by J. Ingemi and seconded by D. Dyson to accept all motions and actions made in Closed Session. Motion passed unanimously.

18. Motion to Adjourn

A motion was made by S. Stoney and seconded by D. Dyson to adjourn. Motion passed unanimously.

Respectfully submitted,

John C. Ingemi, Secretary
Lake Limerick Board of Directors