

Lake Limerick C.C.



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LAKE LIMERICK COUNTRY CLUB

BOARD OF DIRECTORS

LLCC Great Hall and Zoom

September 17, 2022

ID: 831 9609 0697 Pass Code: 951312

Minutes

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1. **Roll Call:** President – J. Ingemi, Vice President – T. Ingwaldson, Secretary - (vacant), Treasurer – C. Wong; Directors; S. Saylor, M. Robinson, P. Paradise, M. Paradise, E. Springer-Johannesen, M. Berni, K. Evans (Ex Officio), R. Milliman, (CAM)

2. **Approval of Minutes:**

a. **Action:** Motion to approve the Minutes from the August 2022 Meetings.

M. Paradise corrected the last financial report that it should show 30, 60, 90 vs. saying 3, 60, 90. Correction will be made. C. Wong brought up a question on the Architecture Committees minutes pertaining to a fee which was explained. S. Saylor asked a question on J. Green's comment and was told and was told that for the time being, it had resolved itself as we had an open vote on the appointment of M. Berni.

A motion was made by M. Robinson and seconded by S. Saylor to accept the minutes as presented. Motion passed.

A motion was made by C. Wong and seconded by S. Saylor to accept the minutes of the Special Board Meeting of September 1, 2022. Motion passed.

3. **Financial Report – C. Wong**

a. **Action:** Motion to approve the Treasurer's Report for August 2022

C. Wong reports that revenue is up. Expenses are up a bit, but most of that is due to labor and F&B costs. We are watching the cost of supplies as they seem high. P & M Paradise questioned why we are not receiving Budget to Actuals/P&L by Departments to compare to the monthly rollout. Discussion regarding the timing & just how labor intensive putting the reports together is. Roger shared he is in negotiations with Shawna to increase her hours. Roger took an action item to have reports emailed to board as soon as completed if not in time for board meetings but no later than 30 days, probably most likely within a week or two. He will also add a column/row to show # of accounts under each category of Current – 1-30 days – 31-60 days – 61-90 days – 90+ days on balance sheet as part of the A&R report section.

E. Springer-Johannesen asked how many delinquent accounts are currently in legal – R. replied none at this time. She also asked when BOD will address those beyond 90 days in arrears.

Roger shared that 100 letters are to be sent this month to those at 90+ delinquent for HOA dues. Water has already sent 84 of letters.

A motion was made by E. Springer-Johannesen and seconded by M. Berni to accept the Treasurer's report as presented. Motion passed.

- 4. Additions to the Agenda from Board - see under new business**
- 5. Additions to the Agenda from the member guests – see under new business**
- 6. President's Report: J. Ingemi – Ballots, Voting Results, Budgets, other Attached to minutes**
- 7. CAM Report: R. Milliman - Attached to minutes**

M. Paradise took a moment to apologize for a misunderstanding at last board meeting

- 8. Water Report: K. Evans – Attached to minutes**

Questions from M. Robinson on when the Hydrant Plan will be completed, and it would be great to see it before the end of the year. K. Evans stated that that is a goal he will be working towards. P. Paradise asked about the cost, and scope, of the work at Well#2. K. Evans responded by stating the previous bid (\$6,000.00) didn't take into consideration the entire scope of the project and so they are still working on this. P. Paradise asked about the Water System Plan and if there was a current version or a draft or something that he could read to see what has changed and maybe where we are headed? K. Evans told him to contact our Water Manager and he can share that info with you. C. Wong asked about the "lake" on Peebles Ct. K. Evans responded that it was an issue of parts being available and C. McMullen stated that it was also an issue of finding the appropriate shutoff as it wasn't marked anywhere on the maps. M. Paradise asked for clarification on the Water System Report. Per K. Evan's report, will the plan revisions be submitted to NW Water in the next couple of weeks? K. Evans stated that the Water Sub-committee will finalize their recommendations this week and then it will go to the full Committee (maybe Zoom) and then it goes to NW Water for their input and clarifications for what we will be submitting. Once they make their changes (if any) then back to the Water Committee, then the Board and then to RH2 (they will give an addendum to the report) then back to NW Water to be submitted to the Dept. of Health for approval. Further discussion from M. Robinson, M. Paradise and T. Lovgren.

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

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

A motion was made by E. Springer-Johannesen and seconded by M. Berni to accept the Consent Agenda as amended. Motion passed.

10. Old Business

- a. Meeting procedures "Meetings 101" (compliance with Bylaws, WACs, and RCWs per announcements, scheduling, agendas, minutes, and member observation) – M. Paradise.

J. Ingemi asked for clarification. The "Meetings 101 would stay on the agenda under Old Business until we set up a special session to review. Is that Correct? M. Paradise responded in the affirmative. She would like the Board to have time set aside for this but, up until we decide, it can stay on Old Business as a reminder. C. Wong asked if it could have a different name or call it something other than "Meetings 101." M. Paradise invited all Directors to send her suggestions on that. M. Robinson stated that under New Business, he may have an idea for that.

11. New Business

a. Vote results in 2022 – 2023 Budgets (if available) – J. Ingemi

President Ingemi shared the results of the votes on the budget: total ballots/375, HOA budget 272/yes, 101/no. Water Budget 266/yes, 107/no. Audit 228/yes, 137/no.

There was discussion on the vote of the Audit. After a lot of discussion, a Motion was made by T. Ingwaldson and seconded by C. Wong to proceed with an independent audit for the fiscal year ending 9/30/22. Motion passed unanimously. We will make a clarification on the ballot for next year. Also, we will get an interpretation of RCW 64.38.045 § 3.

b. Petition to the Board on STR – S. Smart, S. Snow and S. Hadsall

Community Members S. Smart, S. Snow and S. Hadsall presented a petition to the Board regarding Short Term Rentals. Petition contained signatures to be verified as members in good standing. They shared some of the concerns expressed by signers. Another community member T. Bruso, was also present to share his counter-point concerns that others are experiencing challenges from neighboring STRs and offered to assist with gathering data to aid the board in making an informed decision as they begin to address this concern. There was some discussion from Board members on this looking forward to discussing this issue.

c. Strategic & Long-range planning – T. Ingwaldson and M. Paradise

T. Ingwaldson and M. Paradise have 2 meetings in Oct scheduled to start brainstorming & pulling information together that they feel is pertinent to new planning, from the 2017 information shared by R. Milliman at the BOD retreat. Discussion on making sure they get posted as an FYI to the membership, and any other directors who want to participate to let Director Ingwaldson know. It will be a zoom meeting.

d. Finance Committee language and procedures – M. Paradise

M. Paradise on questions Finance Committee Resolution. She will submit questions for the minutes to be discussed at a later point.

1. What needs to occur to ensure all Finance Committee meetings are posted in advance and consistently so that members can attend?
2. How long to appointments to the committee last?
3. How many people can be on the committee?
4. If a member attends three meetings, may we operate under the assumption that a person can petition to become a committee member?
5. Why is it observation only? What is the justification for this and is it in compliance with bylaws and RCW? Concern that the Finance Committee is a closed meeting with the ability for members to participate at will.

e. Budget Planning for 2023 – 2024 – M. Paradise

Director M. Paradise wants to make sure that budget processes are always top of mind & not left to the late Spring and early summer every year. Discussion ensued that the budget is addressed monthly, and adjustments can be made during the year as needed, and that new Finance Committee will be big help/part of this process. There will be more discussion on this as we go along. Budgets for the following year need to be based on the current year and need to be monitored monthly. E. Springer-Johannesen stated that every committee should be looking at their budgets monthly, continually. P. Paradise asked if the finance

Committee is going to read a report (Like Water or the CAM) each BOD meeting and he would like to see the Budget each month under Old Business or New Business.

f. Water System Plan (hard deadline discussion) – M. Paradise

M. Paradise would like a “hard deadline” for the Water System draft to be read to and/or by the Board. We are currently running on 3 years behind schedule for the plan.

A motion was made by M. Paradise and seconded by P. Paradise to have a hard draft of the Water System Plan by February 2023, in hand, at the Board level from the Water Committee. After further discussion, the motion failed 7-nay, 2-yay

g. Employee Appreciation Dinner Event – J. Ingemi

J. Ingemi stated that he had some conversations with both K. Evans and P. Wagner, both past presidents of the HOA on how these dinners were run. P. Wagner stated that the Board sponsored the dinner to show appreciation to the employees, and it was done by BOD members bringing dishes “pot luck” style and serving the employees. The HOA would provide beverages and some other ancillary items (someone suggested a cooked turkey and ham?) If an appropriate date can be set, K. Evans will provide music to the event as well. Firm up a date by next month.

A motion was made by M. Robinson and seconded by E. Springer-Johannesen for the Board to sponsor a pot-luck dinner for the employees of LLCC in the Great Hall. On Tuesday, December 13, 2022. Motion passed unanimously.

h. Safety Issues – E. Springer-Johannesen

E. Springer-Johannesen shared continued concerns for safety issues and, once they’ve been identified, what is the timeline for having them addressed/resolved. Do we have a policy or procedure in place? Should we have one? There was a lot of discussion on this, and an example was made regarding swimming access via the Inn Island, along with bee issues on golf course at T-box. #8.

A motion was made by T. Ingwaldson and seconded by S. Saylor to recommend closing the hazardous access point on the NW corner of the Inn Island until safer access can be established for the swimming area. Motion passed unanimously. R. Milliman took an action item to have some fencing put up this week.

i. Board Lake Study List – S. Saylor

S. Saylor brought up the Lake Reports on our website and stated that the Board has to have an exclusive meeting with Lake Advocates, and he would like us all to be prepared. He provided a list of reading materials that are online and suggested that all Board members read them to have an idea of what is going on and to keep up with the discussion. After input from the Board, he gave his list of recommended reading on the website under Master Minutes search, Lake/Dam, reports - #19, #12, #17, #2, & #18.

j. E – Foils on the lake – J. Ingemi

J. Ingemi shared motion for a moratorium on E-foils until such time that the L/D committee has an opportunity to fully vet their use. There was discussion about the L/D meeting where this subject was brought forth by a community member.

“Due to the abundance of concern about safety from members of the Lake Dam Committee, the Board, and the general membership on this subject and, the fact that the concerns call for immediate action.

A motion was made by J. Ingemi and seconded by S. Saylor to call for a moratorium on the use of motorized e-foils on the lake up until the time that they are fully vetted by the Lake Dam Committee and approved by the Board. Motion passed.

There was also concern that a member of the Community, presenting her views to the L/D Committee, felt disrespected by a member of the Committee. C. Wong believes that the Board should address this as the Committees are there to receive input from members of the Community and the general membership should expect to feel comfortable enough to bring any matter up that they feel are pertinent to that committee. There was a member of the Water Committee that also felt that way as well. The Board will look at addressing this in writing to each committee. T. Lovgren did address the member's concern in an email to her.

k. Board Sub-committee on process – M. Robinson

M. Robinson is proposing a Board subcommittee to focus on processes. He stated that he has selected two board members, due to their experience & strengths, and that he, M. Paradise and M. Berni will make up the subcommittee. During discussion, it was noted that M. Paradise's " 101 should probably be included in their topics, etc. They were reminded to post when their meetings are also for transparency of what board is working on.

l. Water Committee name change – K. Evans

J. Ingemi brought up that he had done some work on updating the Water Committee Bylaws. He asked K. Evans to review the updates that he has made, bring them to the Water Committee and include the name change with the revised document. He also stated that the Water Bylaws were last updated in 1992 and, for an update, they only have to be approved by the Water Committee and then by the Board. He will immediately send his revised document to the Water Committee Chair.

m. Inn Committee Resolution changes

M. Robinson requested that this be pulled from the Consent Agenda and discussed under New Business. Both M. Robinson and P. Paradise are having some issues with the wording and would like some time to review it more thoroughly. There was general consensus on the Board for this action. The first reading will be delayed up until next month. P. Paradise asked who he should be speaking with on this issue. He was directed to speak with the Chair – P. Wagner.

n. L/D on request to the BOD for letter to WDFW

M. Robinson on L/D's request to send a letter to WDFW to be better custodians of their public fishing boat launch property in order to reduce inappropriate /nuisance activity. Who should the letter come from? T. Lovgren gave a brief history of the ongoing issues and challenges with the public boat launch. Issues of concern include: property being used for more than lake access by public boaters (drugs, late night activity, excessive noise, car burnouts, etc.), safety to LLCC members and their property, unauthorized access to LLCC property and dam.

A motion was made by C. Wong and seconded by T. Ingwaldson to have the Board President & L/D Chair to co-author the letter of concern to WDFW. Motion passed unanimously.

12. Other Business

13. Correspondence – M. Paradise and J. Ingemi will meet this week and get this addressed.

M. Paradise and J. Ingemi will meet and be determining what comes under this category and present it to the full board.

14. Announcements and Upcoming Events

R. Milliman announced a music event this evening on the patio. M. Robinson stated that the Golf ProShop is having a big sale on clothing items, and he modeled his new shirt. T. Lovgren wanted to bring up his two "pet" issues as he didn't see them on the agenda. 1. HOA server for committee data purposes and, 2. Video Conferencing issues.

15. Motion to Adjourn to Closed Session to discuss legal/personnel issues and Compliance Register/Hearing Committee Issues.

A motion was made by T. Ingwaldson and seconded by S. Saylor to adjourn to Closed Session to discuss legal/personnel and Compliance Register/Hearing Committee issues.

16. Motion to Reconvene to Open Session.

A motion was made by M. Robinson and seconded by To reconvene to Open Session. Motion passed.

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

A motion was made by T. Ingwaldson and seconded by M. Robinson to accept all motions and actions made in Closed Session. Motion passed.

18. Motion to Adjourn

A motion was made by S. Saylor and seconded by E. Springer-Johannesen to adjourn at 1:15PM. Motion passed unanimously.

Respectfully submitted,

John C. Ingemi - President
Lake Limerick Board of Directors

Lake Limerick C.C.



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LAKE LIMERICK COUNTRY CLUB

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President's Report 09/17/22

Good morning everyone!

Security

I think it was Casey Kassem that said, "And the hits just keep on coming!" It's been a very busy month. There were a number of security issues, including one that involved me, that have shown the need for some type of security measures to protect our members, as well as those who assist in this endeavor. I want to mention that the support I have received from Board members, Committees, staff and our general membership was very much appreciated. The HOA Office is looking at various forms of identifying paraphernalia for us to wear and have on our vehicles when we are performing rounds or looking into a complaint or other issue. But, as time goes on, it is becoming a more serious issue. Vandalism, homeless camp(s) by the railroad tracks and at Olde Lyme Park (Cranberry Creek), break-ins, etc. We need to get ahead of this before it actually becomes overwhelming.

Short-term Rentals

I am aware that there will be a petition presented to the Board today to ban Short-term Rentals within the Lake Limerick Community. If and when it is presented, the Board will work with our staff to verify the signatures on the petition and discuss what actions are to be taken. I want to assure everyone that we will not make a decision in a vacuum. I have received numerous emails from members, both for and against, as well as some very thoughtful ones that just say to follow (and enforce) the Bylaws and our other governing documents. I have had numerous conversations on this with members and I have personally read a lot of case law from across the country concerning HOAs pro and con positions. We have also received some rules and regs that have been proposed and/or instituted at other HOAs in WA. All of this has to be reviewed and discussed. I also see a special Board meeting, or Town Hall, in our future on this topic. In the meantime, any violations of the Bylaws or Declarations will be handled as they usually are.

With everything that is going on within Lake Limerick, we have to decide what kind of Community we want to have. With the sad ending of the Magpies, the decline of membership within the Committees or at least the "active" participation within the Committees. How we look at the amenities and the cost to the membership. The Membership's "silent majority" and

the “vocal minority “and their positions on these subjects. How many members who are against the subsidizing of the amenities attend the events like the EOSB, Lake Limerick Daze; play golf or eat and drink at the Inn, Café and lounge vs. how many members who are for having these amenities and events don’t bother showing up to enjoy them? These types of things have to be looked at in a serious way.

Lastly, today we will find out how the vote went on the budget. So much work went into this process, and I am proud of all the participation from the Board, Committees, members and staff. I am cautiously optimistic on the number of members who voted. Last year, there was an increase in participation, and I/we would like to see that continue. More members are taking an active role on this topic and, I am not sure if that is a result of property turnover, interest, or something else. But I feel it is encouraging.

Respectfully,

John C. Ingemi – President,
LLCC Board of Directors

Lake Limerick C.C.



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Community Association Manager
Board Of Directors report
September 17, 2022

Good morning.

I'm pleased to announce we have hired Jeff Jennings as our shop mechanic. Jeff is experienced and a LL resident.

The second of 2 videos designed to promote Lake Limerick assets has been produced by John Hohnstein. This idea started with the Greens Committee to promote the golf course (the first video) and the idea for the entire LL was quickly supported by the Inn Committee. This is a great example of Committees working together with the support of the Marketing Sub-Committee. The LL 10-minute video showcases our Inn and Pro Shop Café buildings and interiors including our 7 parks and 2 lakes. There is even a segment showing Cranberry Creek migrating salmon. Both the golf and LL videos will be copyrighted and then placed on our website. Both are designed to inform Members of our beautiful assets and for people considering moving to LL including playing our golf course and eating at the cafe.

As a follow-up of last month's update for considering placing a structure in the shop yard for additional employee office space, we're awaiting the surveyor's results of the shop and adjacent hole #9 golf course properties. LL may need to combine all lots into one County parcel for setbacks.

For Water collections, 84 letters were mailed on September 3 to members that have not paid in 90 days totaling \$33,400. As of this week, several have responded and agreed to pay \$16,000 to not have their water turned off on Sept 26.

For the HOA, 100 past owed Dues letters for members who haven't paid in over 90 days are being processed for mailing.

Employees are scheduled for CPR training Monday September 26 provided by Central Mason Fire.

We recently raised Café and Restaurant food and beverage prices averaging 20% due to inflation.

The Café price increases averaged 20% for food and beverage and the Restaurant at 10% on top of 10% increases in June. The Lounge increased beverage prices 20%. Raising F&B prices is both a science and an art. It's a fine line for customers understanding the need to keep pace with inflation while not losing their patronage. We are entering our fall and winter season with an anticipated drop of weekend and snowbird customers. We will continue to assess both café and Inn patronage for price changes when necessary.

It is interesting to note that Restaurant revenue YTD through August is 67% better than plan with income totaling \$199,000. Next year's Restaurant revenue budget is \$252,000 and we'll continue working hard to exceed stretch goals.

Thank you and that concludes my report.

Lake Limerick C.C.



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Water Committee/Department Report September 17, 2022 Board of Directors Meeting

1. Statement of Condition

- a. The Lake Limerick Water System remains healthy with reliable water availability to all customers
- b. Well sites 1, 3, 4, 5, and 6 are operating normally and are monitored 24/7 through the SCADA computer system
- c. Well # 2 is currently being evaluated for capacity, water quality, and upgrades for electrical and filtration systems. The well is currently capable of producing an estimated 200 gallons per minute and could be used in an emergency. Adding a filtration system in the coming budget year will improve the water taste and aroma. Our Water Manager continues to work on refining RFQ criteria for potential bidders to include necessary work to bring Well #2 up to code and improve outdated equipment connections to the SCADA monitoring system.

2. Water Financials

- a. Revenue is still below budget by \$22K because of the wetter spring resulting in lower usage. Usage will increase in the warmer and drier months of July, August, and September which will bring revenues to or above the 2021-2022 budget projection. August usage was up again by about 4 M gallons. This excess usage will help to bring actual revenues more in line with budget projections
- b. Total expenses YTD are about \$109K below budget due to careful spending and fewer major projects being started which means net operating income is about \$85K
- c. Cash on hand is just over \$1.5 M in all accounts including non-earmarked savings of \$102.4K and reserves of about \$938.6K
- d. Receivables for all accounts (A/R) as of 08-13-2022 total \$116,285.37. 85 Shut-off warning letters were sent out and a number of customers have brought their accounts up to date or made payment plan arrangements. Accounts 90+ days number 223 and total \$29,472.79. The revised collection process is in place and being used with water shutoffs again an option to encourage members to bring accounts current.

3. Water Manager Update: August 13, 2022

1) Well Conditions and Consumption Report:

- Well #1 is operating “normally.”
- Well #2 Offline (See Item 1c above)
- Wells #3A/3B are operating “normally”
- Well #4 is operating “normally.”
- Well #5 is operating “normally.”
- Well #6 is operating “normally.”
- Approximately 8,100,000 gallons were pumped during the last billing cycle. This is up about 4,000,000 gallons and is the result of higher usage during the warm/dry weather.

2) Project Status:

- Well #2 project: No new data available because of a Water laptop computer malfunction. The 10-year-old computer is being replaced with a new laptop which will provide faster and more reliable data. Delivery was expected on September 16th.
- Well Evaluation: Warm weather is the best time to have an accurate evaluation done. Chris will get updated bids from contractors to perform the work next summer (2023) and touch base with Northwest Water Services

3) Maintenance status:

- Customer meter maintenance- No new data available.
- System leaks and repairs- Water Manager continues to work with customers and contractors to monitor leaks and new construction
- Source meters – Two new flow meters and seven source meters are in the budget to be replaced in house by Chris.

4) Water Sample testing:

- Required water samples showed one sample with an elevated coliform level. A second set of samples was taken from the original site as well as source points adjacent to the original sample site. All samples came back as normal. The likely causes of the coliform contamination are pollen which is everywhere and/or the sample draw site.

5) Water sample station installation:

- Water sample station supplies are now on hand. The first two sampling stations will be installed by the end of October. Having dedicated sampling stations will increase the reliability of test results.

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6) Security Camera: Regrouping/delayed, parts for non-line of site not available

7) **Fencing for Well #3:** Contractor has been contacted and will be submitting bid. Project is challenging because of steep slope around the well. One bid was received and another contractor decided not to bid after inspecting the site. The water manager is continuing to solicit bids.

Customer Inquiries/Locates:

No new data is available.

Forgiveness: No new requests have been received. The Water Committee is working on updating the process for requesting one-time forgiveness and for record-keeping so that there can be no “double-dipping.”

Water System Plan Completion: Work continues on the Water System Plan. A sub-committee has been formed to review comments/corrections/suggestions from committee members. Both Northwest Water Systems and the Washington State Department of Health have been contacted and are aware of the current progress. Final revisions from the Water Committee are expected to be submitted to Northwest Water Systems in the next two weeks. Any recommended modifications will be slight. The plan will then be forwarded to the CAM and the BOD for their approvals and then submitted to the DOH.

New Fee Schedule: The Water Committee will be putting together a miscellaneous fee schedule to more accurately reflect the costs for extraordinary services.

Water Billing Inserts: The September insert was reviewed by the Water Committee, BOD, and the Fire Marshals for accuracy prior to being included. Additional monthly inserts are planned to provide members with key points of water system planning and management.

Hydrant Update: RH2 Engineering has issues a draft hydrant/fire flow update. Our water manager will submit a couple of minor recommendations. Preliminary data suggests that we will have over 40 hydrants capable of producing at least 250 GPM when opened slowly. Once we have the official report, it has been reviewed by the Water Committee and the BOD, attorneys, our insurer, and the Mason County fire marshals we can begin the process of removing bags and color-code painting hydrant tops.

New Water Committee Member: Requests for applications from members in good standing to replace Bruce Bronson who resigned in August were published. Sue Hearron, 02-296, made a presentation to the Water Committee on September 10th and was unanimously selected by the committee members in attendance. Her name is included via the Consent Agenda for BOD approval. Her term will expire in 2025. she comes with significant accounting and financial experience and will be a great help as the long-term budget process begins for the 2023-2024 fiscal year.

Water Committee Name Change: There remains some confusion by a few of the members as to the oversight responsibilities of the committee. Some mistakenly believe that the Water Committee is responsible for the lakes and that the lakes are the source of our drinking water. With this in mind the committee is requesting a slight name modification to our resolution to officially rename the water committee “The LLCC Water Utility Committee”. This will help to clarify the fact that we operate as a utility elected body charged with supporting and overseeing our public water system.