

# LAKE LIMERICK COUNTRY CLUB

## Annual Membership Meeting Minutes (draft)

April 20, 2024 @ 2:00PM

HYBRID: LLCC Great Hall & [www.zoom.us](http://www.zoom.us)

2:00 PM - Welcome – President Tamra Ingwaldson

*President Ingwaldson opened the meeting at 2pm. Secretary P Paradise called roll; T Ingwaldson, M Berni, P Paradise, E Springer-Johannesen, J Ingemi, M Robinson, M Paradise, D Dyson, and water chair K Evans were present. Director S Saylor had an excused absence.*

Introduction of Board Members, Committee Chairs and Staff

*President Ingwaldson introduced board members, Committee Chairs, and Staff*

2023 LLCC Election

*President Ingwaldson introduced the candidates running for expiring Board of Directors and Water Committee seats.*

- Introduction of Candidates
- Introduction of Election Committee Members

LLCC Reports:

- President–Tamra Ingwaldson:  
*President Ingwaldson gave a brief presentation and then deferred to M Robinson to provide an update on the recruitment and hiring of a General Manager position. A status report of the hiring process was provided to the membership. Interviews are ongoing and only qualified and vetted candidates will be presented to the board for consideration.*
- Treasurer - Esther Spring-Johannesen (provided by M Paradise)  
*Director M Paradise provided a brief presentation of the LLCC finances and provided a status report of the audit process. Work is ongoing and audit staff is scheduled to be onsite next week. (see attached)*
- Water Committee Report – Kelly Evans  
*Water Chair K Evans provided a brief presentation of the work of the water committee. (see attached)*

Committee Chair Reports: *Each committee chair was introduced and provided a brief overview of the committee roles and responsibilities.*

- Architecture Committee – Sharon Hamilton
- Compliance Committee – Brian Smith
- Greens Committee – Vern Duggan
- Greenbelts and Trails Committee – Dean Dyson
- Hearing Committee – Sue Klemp
- Inn Committee – Paul Wagner
- Lake / Dam Committee – Teddy Lovgren

General Questions, Answers, and Comments – Membership, Board, CAM, Committees

*The floor was opened to members for questions*

Announcement of Board and Water Committee Election Results – Gayle Wilcox

*A total of 318 ballots were returned by members. Ballots by division number as follows: division 01 = 58 ballots, division 02 = 77 ballots, division 03 = 128 ballots, division 04 = 19 ballots, division 05 = 17 ballots, and division 2R = 19 ballots.*

*The result of the by-laws amendment to align the fiscal year end with the adoption of the budget was 9 no votes and 259 yes votes; the by-laws will be amended.*

*The results of the board and water committee were announced by President Ingwaldson as follows; LLCC Water committee had three candidates to fill two positions. Ballot results as follows: Tammy Fletcher received 66 votes, Keith Matches received 259 votes, and Kelly Evans received 284 votes. Both Keith Matches and Kelly Evans will be seated onto the water committee.*

*LLCC Board of Directors had five candidates to fill three positions. Ballot results as follows; Joan Korol received 68 votes, Tammy Fletcher received 153 votes, Brian Smith received 179 votes, Greg Hearron received 249 votes, and Esther Springer-Johannesen received 252 votes. Brian Smith, Greg Hearron, and Esther Springer- Johannesen will be seated onto the board of directors*

*The Board (including newly elected members) adjourned to a Special Board of Directors Meeting (Closed Session) for the Election of Officers.*

*The results of the closed session election of officers were announced by newly seated President M Robinson as follows;*

*President M Robinson, Vice President M Berni, Treasurer E Springer-Johannesen, and Secretary P Paradise*

*Outgoing President T Ingwaldson was thanked for her service to the community.*

*Adjournment*

*The April 20<sup>th</sup> 2024 owners meeting was adjourned at 3:39pm*

P Paradise - Secretary  
LLCC Board of Directors

***Election results and Announcement of Board Officers were posted at the Inn and announced via the LLCC Website and social media following the meeting.***

*Lake Limerick C.C.*



est. 1966

GM hiring status – The Hiring Committee had made an offer of employment to a candidate, who ultimately chose another path. In the meantime, our HR consultant HRPNW, has continued to source potential candidates to have in the pipeline as is the norm until everyone has signed on the dotted line. The Hiring Committee is continuing to interview potential candidates.

Vladimir with Mason County Health Environmental Health is looking to schedule an educational/ outreach event regarding water quality in Oakland Bay. This will be a public event open to residents of Oakland Bay Marine Recovery Area. They are partnered up with Mason County Conservation District to provide education through outreach to Mason County residents, to talk about current water quality program, clean water district of Mason County as well as provide information to the residents of what they can do to help improve current water quality of Oakland Bay. They are hoping to have the meeting sometime this summer, on Wednesday afternoon from 5:00PM-7:00PM. We are awaiting date confirmation; the tentative date is July 24<sup>th</sup>. Watch the LLCC e-news for updates. If you're not receiving them, please call the office to be added to the mailing list.

You'll be hearing from our Committee Chairs at our Spring Membership meeting at 2pm today. This is a great opportunity for you to learn more about the committees and how you can get involved.

I want to take this moment to share my appreciation for our staff, they have taken this opportunity to spread their wings and have been doing a great job caring for our facilities and members.

I also want to share my appreciation for my fellow board members. Each has stepped up in their own way when asked to take on tasks, help mentor staff, and in general share the load of board leadership, as a team, even when we agreed to disagree, each has, and is making a difference by sharing their time and talents for the betterment of our shared community. It has been an honor to serve with you.

In service,

Tamra 'Tam' Ingwaldson

## Financial Recap

April 20, 2024

1) Cash Totals for HOA, including reserves, savings, checking \$ 1,712,631

2) Receivables as of April 16, 2024

a. <30 days 104,673 (current billings)

b. 31-60 = 12,591

c. 61-90 = 5,146

d. Over 90 = 186,714

e. Total Receivables as of April 16, 2024 =  
\$309,124

3) Financial Report

Bookkeeper is diligently working on getting us caught up. Next step starting April 23<sup>rd</sup> is to review payables and update as needed into Quickbooks.

LLCC HOA 2023-2024 PROPOSED CAPITAL PROJECTS

Description	BUDGET	FUNDING SOURCE		
	Amount	Operations	Savings	Reserves
Irrigation telemetry system faceplates upgrade Part 2	\$6,631	\$7,534		
Remodel Women & Men's Inn bathrooms; 180 sqft @ \$300/sqft - est	\$54,000		\$54,000	
Park bathrooms & sheds roof metal replacements - bid	\$30,000		\$17,480 *	
3 reconditioned golf carts @ \$5,300 each minus \$6600K sell current carts	\$9,300			\$9,600
Upgrade Restroom at Log Toy to ADA standard	\$5,000	\$5,000		
Replace Admin office computers, monitors, and router	\$5,000	\$1,130		
Bird Sanctuary Dredging (ph1) / feasibility study	\$13,500			\$13,500
Replace flooring in Café / Pro Shop	\$17,902			\$18,450 *
Cranberry Creek Retention Pnd (PH1) / feasibility study	\$23,760	\$23,760		
3/4 ton truck (shared services)	\$36,000			\$38,667
Lake Leprechuan Dredging (PH2) / Detailed engineering per	\$54,000			\$54,000
New tractor / backhoe / front loader (shared services)	\$45,000			\$45,333
Upgrade all Park Restrooms based on Banbury	\$30,000	\$30,000		
Asphalt #3 cart path including patching #6 & #8 - est	\$41,000			\$41,000
Totals	\$371,093	\$67,424	\$71,480	\$220,550
Not started yet				
Currently in Progress				
* 'Park Bathrooms and Flooring in Café/Pro Shop are not final numbers. Additional labor/parts are not included yet.				

**Cash Accounts March 2024**

<u>Location</u>	<u>Type</u>	<u>Name</u>	<u>Balance</u>	<u>Operating</u>	<u>Savings</u>	<u>Reserve</u>
<b>HOA</b>						
Heritage	Checking-0214	Operating	\$286,405	\$286,405		
Edward Jones	Investments	#01533	\$479,733		\$479,733	
Edward Jones	Investments	#20043	\$946,493			\$946,493
<b>Total HOA</b>			<b>\$1,712,631</b>	<b>\$286,405</b>	<b>\$479,733</b>	<b>\$946,493</b>

**Heritage Bank**                   \$ 784,258 (HOA 286,405 & Water 497,853)

**OCCU**                               \$ 179,429 Water

**Edward Jones**               \$ 2,951,377 (HOA 1,426,226 & Water 1,525,151)

**Total**                               \$ 3,915,064

# Water Report for 04/20/2024 Board of Directors Meeting

**Overview:** This report is an abbreviated summary. Full details of Water Committee business and a financial summary are included in the Water Committee minutes. The Water Manager's Report is also in the BOD packet.

## 1. Operations

- All wells are operational; however, well #2 water quality is sub-par because of continued odor and taste caused by higher levels of iron and manganese in spite of rigorous flushing routines. Therefore, it remains off line and will be used as a backup water source. The solution will be to install filtration equipment. The water manager is reviewing options and will be creating an RFP (request for proposal) later this year.
- Source meter failures have been detected at well #3A and well #4. The source meters are wearing out and providing inaccurate data or none at all and need to be replaced. The Source meters indicate how much water each well pumps into the system and are essential in accurately reporting consumption data to the Department of Health as required to maintain our operating permit. The project was included in the current water capital budget and approved by the BOD. The new meters for all seven wells are expected to arrive next week and installation will begin immediately for well #4 and then #3A and #3B. The rest of the meters will be installed over the next several months by water system staff rather than by outsourcing saving an estimated \$1,000 per well.
- Leak detection is on-going by water staff. One significant leak was found yesterday on Road of Tralee near the golf course, and repairs are expected to be completed on Monday. Information regarding potential service interruption has been posted and sent to houses that may be affected. Members are asked to help the Sater System staff by being extra watchful for puddling water along roadsides. A brief reminder was included in current water bills.

## 2. 2023-2024 Projects

- Water Manager Chris McMullin continues to work on approved capital projects and laying out a timeline with the Water System Committee for updates and completion schedules. We will continue to share that information during Water System Committee and BOD meetings as well as from time to time in billing statements.
- PARS for planned projects including elevated storage feasibility, SCADA well-monitoring software upgrades and improvements, and well #2 filtration are in process and will be submitted when the seven-well analysis project is completed by Picatti Brothers in late spring and the data analyzed and shared.
- The Water System Committee will continue with long-range planning including initial 2024-2025 budget work. The water manager and Water System Committee have begun 2024-2025 capital budget work. When additional budget planning information is available from the HOA office as mentioned by Treasurer Esther, the Water System Committee will begin work on the 2024-2025 operating budget. Budget study sessions are tentatively scheduled for some Wednesday evenings over the next two months and will be ZOOM or hybrid for member observation. A town hall type meeting will be scheduled after preliminary documents are prepared to allow for member questions and input. The final draft will be submitted to the BOD no later than early August or as directed by the BOD. The Water System committee is anticipating that a final draft will be ready for initial BOD review in July. This is our goal but could be subject to change depending on the whole HOA budget process.
- Water line easement applications for St. Andrews Drive and Mason Lake Road have been submitted by Doug Eklund of Morrisette Engineering and are awaiting action by Navy personnel. Mr. Eklund is recommending that a final survey of the replaced water line installation on Mason Lake Road be completed to be sure that the exact location is included in the easement application.

## 3. Water System Plan Completion:

- In process with DOH review. Their recommended changes, if any, are pending.

## 4. Navy Railroad Trestle Retrofit Update:

- Water Manager Chris McMullen continues to work with Veterans Northwest, Ceccanti Construction, and Doug Eklund. There will be an interruption of service similar to the January temporary water line installation when the permanent line is installed later in the spring. Members will be given as much advance notice as possible.

*Kelly Evans,*

LLCC Water System Committee Chair