

**LLCC Greens Committee Meeting MINUTES**  
**Tuesday, October 1, 2024 (1:30 PM – Pro Shop Café)**

**(TWO Motions this meeting for Board action)**

ATTENDEES: Vern Duggan, Robbi Alberts, Gail Gagner, Lance Levine, Nancy & Roger Milliman, Steve Saylor, Gayle Wilcox  
*[Excused: Joel Gray, Ed Irvin, Tim Magee, Sheila Nokes]*

GUESTS: Dean Dyson, John Ingemi, Sue Ingersoll, Keith Smith

STAFF: Mark Hendricks, Javier Martinez

Vern called the meeting to order at 1:35 PM. He welcomed back Keith Smith, who was previously Greens Committee Chair & served 18 years on this committee. He also noted our Men's and Ladies' very successful seasons just came to an end.

**Minutes:** Gayle Wilcox moved to: **APPROVE MINUTES FROM THE SEPTEMBER 3, 2024 GREENS COMMITTEE MEETING.** Steve Saylor seconded, and the motion **PASSED.**

Vern noted he went to the LLCC website looking for our Greens Minutes, but August & September are missing? [ACTION ITEM]

**Greens Report:** Javier reported crews are ready to welcome October weather.

**Things accomplished in September:** He said the Phosphor test was conducted on the eco-bags, with help from Jacob. [Jacob said the reports were good, with initial bags testing in the low 200's, and subsequent bags in the 100's, so it is filtering. He thought what little phosphorus there is may be coming from residents' yard run-off vs. from our golf course. At Jacob's recommendation, two additional bags of phosphor were added to the ditch on #9. These bags are testing drainage from the St. Andrews side of #9, as well as from the Shamrock Dr side.] ... Javier said Aerification of the greens turned out very well; greens are looking good now ... The goal of installing drains on #2 fairway is complete ... Construction of the silver tee box on #5 is completed ... And crews have been cleaning all the drain boxes in preparation for winter weather.

**Things to accomplish in October:** Crews continue punching all the fairways, and spreading sand ... constructing the last Silver tee box on #8 ... will be installing drainage on #6 (past 150 yd marker, near cart-path) ... spraying the greens due to high pressure and weather fluctuation ... continue cleaning up any debris from weather, keeping the course clean ... and finally Javier said (in the absence of a Mechanic) his team is trying to work together to keep our machinery in good working order.

Lance asked if any equipment is currently broken down? Javier said one work cart is running a little funny; he may need to take it to Jason's mechanic to take a look at it. It was noted that blades need sharpening and all equipment needs servicing/maintenance.

John Ingemi asked how the backhoe worked in repairing the recent water main break? Javier said it worked fine.

Dean wondered if we would add eco-bags to test run-off from #4 where the ditch comes down to the lake? Javier said he could look at it [ACTION ITEM].

Gail Gagner shared the Ladies Club held their final meeting, where they approved funding \$300 towards **white paint** to mark ground-under-repair for our tournaments for next season, as well as up to \$500 for replacing **out-of-bound markers.**

Lance asked about cleaning up the leftover asphalt/gravel (on #4, #5, #8)? Javier said it is still on his to-do list, but may be a winter project [ACTION ITEM].

Steve Saylor mentioned the large pile of clippings by the tree on #6? Javier said he'd ask crews to stop [ACTION ITEM].

**Topics to discuss: (MECHANIC)** We still need one!!

**Pro Shop Report:** Mark Hendricks said today is the first day of the new budget year. Congratulations to everyone who helped out in so many different ways this past year to bring in over \$400,000 in golf course revenue!! In addition to the \$400K, all of us helped with course improvements and raised \$6,000 in donations to pay for those.

Thank you's this month must start with **Barbara Carmichael & Russ Preuit**, who filled in to give the course manager some time off for a family vacation. Also, thanks to **Javier** & his crew for all the little things as well as the big projects to make Lake Limerick a GREAT course! Thanks to the Board for approving added golf carts, to **Dave & Elen** for daily wins with customers, to our **course ambassadors** who fix divots and take care of our customers, and to everyone in the room for everything you do to make Lake Limerick a welcoming and top-notch golf facility.

Brian Marx, our café cook, is leaving Lake Limerick in 3 days; and if they don't find a replacement, the Café could be closed in the interim.

Mark said they are planning on re-stripping the sports courts tomorrow; could use volunteer help from 10 to 11:30 AM.

Finally, Mark thanked the Ladies Club for funding the white paint and out-of-bound markers, as well as \$350 for tee-shirts for kids & coaches at LLCC Kids' Camp, and \$100 towards snacks for those kids. *Thank you!!*

Gail Gagner said Sue Ingersoll & Sheryl Parkins will take over as co-captains of the Ladies Club for the 2025 season.

**Comments from the Chair:** Vern congratulated Mark & his team, Javier & his crew, the Marketing group who all helped raise golf course revenue from \$100K to \$400K! Last year, the Board gave us a goal of 10% increase in revenues, and we far exceeded that! The community is welcoming and gives golfers a good experience, and they keep coming back. The golf course only costs the community 5-10% of their income, but offers a great return. We keep improving it with new Silver tee-boxes, added drainage, etc.

Vern said he went to the Board meeting Sept. 21, but after several hours he had to leave for family reasons. The Board is discussing hiring an "Operations Manager", but there's been no response on filling the "Mechanic" position! Vern says he's told the position is there, but "it's not funded". We really need a mechanic before things start breaking down. We've been

asked to provide facts and figures in order to justify a mechanic. If the Board wants us to increase revenues, they need to give us the tools in order to do it. We're down to 4 greenskeepers (from 6), and they are expected to service the equipment in their spare time? It's a safety issue, they are not the experts to fix things, but are trying to keep equipment running.

Lance noted that our lawnmowers are \$40,000 pieces of equipment – not a \$300 mower you can replace at Home Depot! After all of our work, we are a TOP TWENTY-rated course in the country by *GolfAdvisor*!! That's fairly prestigious for only four people maintaining our golf course. We've come a long ways, and we can't stop now.

Nancy said that Gary Wilson spoke to this at the Board meeting, noting that a mechanic could have had the Lake Patrol boat up and running, instead of tied to the dock all summer!

John said Dean did mention to the Board LLCC is one of the top twenty courses. John was sorry to see Jeff (former mechanic) leave, as he not only serviced Greens equipment, but also was a big help to Gerardo (Maintenance). John recommended committee members also lobby Board members with these facts. John added that Vern was the only committee chair who attended all of the budget planning meetings.

Vern said, if we contracted with someone to come in and just service all of our golf carts, it would be at least \$250 each and take 4-5 hours each to do it correctly.

Roger Milliman noted that Jeff kept meticulous records on everything he worked on; we'll try to find those to share with the Board [ACTION ITEM].

It was agreed to send another motion to the Board. Robbi Alberts moved that: **LAKE LIMERICK HIRE A MECHANIC AS SOON AS POSSIBLE TO MAINTAIN/REPAIR THE NUMEROUS PIECES OF EQUIPMENT OWNED BY THE HOA, AND SERVICE THESE ON A REGULAR BASIS.** Nancy Milliman seconded, and the motion PASSED UNANIMOUSLY. (See **ATTACHMENT** for details ... same as last month)

**General Manager Report:** None.

**Marketing Report:** Nancy thanked Mark, Elen and Dave and all the volunteers at the Pro Shop for keeping her updated and taking care of advertising while she was tending to family business. Nancy said she also spoke at the board meeting, talking about lack of transparency (promises made and not kept in previous board meetings and town halls). When she finally received budget numbers, the Marketing budget which started several years ago was slashed from \$7,500 to \$2,200. Marketing is about planting awareness, keeping LLCC's name in front of the public. The last two years, we were voted "best course" in Mason County and Belfair. This year, the golf course served 320 public specials, for a total of \$6,167.47. Some marketing is not trackable. We are still open to the public, but they have to be aware of what we offer. For a short course, we are still ranked in the top twenty in the country, and best of Mason County. Nancy said she and Mark were told that any advertising mentioning 'golf' needs to come out of the golf budget. Last year we came out with coupons every week. Not sure what that brought in for the Café – we need to see some budget figures, and we need the marketing budget back.

Nancy said the *Journal* came out again this past week with the balloting for "Best of". She encouraged everyone to fill in ballots and turn them in (this year, you can do it by email ... up to five votes per email address).

It was agreed we need to see some more detailed financial & budget information [Board ACTION ITEM].

**Golf Carts:** Vern said that every committee sent in numbers for the budget, and they were all reduced. We asked for \$27,400 for five reconditioned golf carts (using last year's figures), and that was reduced to \$22,000. At this time, we can get cheap used ones for \$2,500, or we can get what we've been getting – fully refurbished/warranted carts for \$6,000 each. So we are budgeted for 3-2/3's carts this year. We sold one old cart for \$2,500. We are being requested to bring in \$440,000 in golf course revenue this fiscal year. Some afternoons we have run short of rental carts (which average \$80-\$100 per cart revenue if we would have had carts to rent). This past year, we brought in \$70,000 just for cart rentals. *They easily pay for themselves in the first year.*

Lance Levine moved that: **GREENS COMMITTEE REQUEST THE BOARD TO FUND PURCHASE OF FIVE RECONDITIONED GOLF CARTS TO ADD TO OUR FLEET (which were approved and funded previously), TAKING FROM RESERVES IF NECESSARY (\$6,000x5=\$30,000).** Gayle Wilcox seconded, and the motion PASSED.

Vern asked Mark if he has received his "budget" for 2024-25? We need a budget showing what we are able to spend, with details [ACTION ITEM].

Vern said that if the Board expects us to bring in \$440,000 next year, we need tools and supplies to do that. The Greens Committee has always strived to look out for the HOA members in our community. Our top priority is to provide a great product with good people running it.

Lance asked about high-school advertising signs? Nancy said Mark is handling that.

Lance also asked about the Board providing matching money for the funds we raise? Vern said as we spend money, we'll ask for matching funds.

**Adjourn:** At 2:55 PM, Gayle Wilcox moved to: **ADJOURN.** Steve Saylor seconded, and the motion PASSED.

Notes by Robbi

#### **ATTACHMENTS (Requiring Board Action)**

- **Mechanic Position (Motion for Board to fill MECHANIC position ASAP)**
- **5 Golf Carts (Motion for Board to fund purchase of FIVE reconditioned Golf Carts, approved by HOA)**

**ATTACHMENT (LLCC Greens MINUTES – 9/3/24 & 10/1/24)**

**Lake Limerick Country Club  
MECHANIC POSITON**

We need a MECHANIC at Lake Limerick to maintain mechanical equipment, utility vehicles, power tools, equipment for cutting and mowing, and golf carts. The **MECHANIC** also maintains the "Maintenance Log" and inventories need to make repairs. The position makes emergency repairs on not only the golf course equipment, but also Lake Limerick's Facilities and Maintenance equipment.

The Greens Committee believes it is important to fill this MECHANIC position as soon as possible. This is essential to operations at LLCC. The position has been established for years, and **it is a FULL-TIME job.**

When we do *not* **MAINTAIN** the equipment, the equipment goes into a state of **unreliability**. When equipment leaks oil on the greens, it will damage the greens and take weeks to fully repair that problem. When golf carts break down and we can't rent them out, we can lose hundreds of dollars in revenue. When we have an emergency repair in the community (e.g., water) and the equipment does not work, we are stuck until the equipment is repaired or we can go rent something to do the job.

We bring in **REVENUE** when we have reliable vehicles and equipment ready to go, to be able to get the work done. This also becomes a **SAFETY ISSUE** if the equipment is not running properly. For example, utility vehicles with brake failure, or golf carts with brake failure – employees and/or the public can get injured.

**The reliable state of equipment functionality *saves* dollars.**

The Greens Committee always strives to keep costs down and the revenues up. We have always met and exceeded the goals set by the Board on increasing income. Eliminating this vital position is *not* the way of reducing cost.

We believe that the MECHANIC adds value and prevents accidents. For every hour the greens superintendent and/or his workers have to work on equipment (without full knowledge of repairs) – or the equipment is not available due to waiting on a subcontractor to fix the equipment – are hours these employees are not do able to do their work on the golf course and in the community. This work that is *not* done needs to be done later. This **doubles** the cost of getting things done.

We now have Greens personnel working on equipment who don't have the training or skills to do repairs, taking more time than someone with knowledge of the repair. It's like a back-yard mechanic throwing time and money at the problem and hoping it will work. This is a bad situation for all personnel working with our equipment.

The MECHANIC also serves as another set of hands for Greens, Facilities and/or Maintenance jobs when not working on vehicles or equipment. Filling this position is essential to smooth operations at LLCC.

This MECHANIC position has been established for years. It is not a frivolous position. When equipment is down, we lose time and money. We are not overstaffed. At Lake Limerick, we operate at minimal staff to maintain all assets of the HOA. We invest in a lot of power tools, equipment, shop vehicles and golf carts – we need a MECHANIC to maintain and repair them.

**The Greens Committee respectfully requests the decision of not budgeting a Mechanic staff position be reconsidered, and that a new MECHANIC be hired as soon as possible.**

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**ATTACHMENT (LLCC Greens MINUTES – 10/1/24)**

**LLCC GREENS COMMITTEE  
Approved 2024-25 BUDGET**

**PURCHASE OF FIVE GOLF CARTS (approved by HOA)**

**COST TO PURCHASE RECONDITIONED GOLF CARTS:** Five each @ \$6,000 = **\$30,000.00**

(Greens asked for \$27,500

2024-25 Budget passed was for only **\$22,000.00**

**NEED ADD'L FUNDING APPROVED (from reserves):** **\$8,000.00**

**SALE OF TWO OLDER HOA GOLF CARTS in 2024 raised \$5,250.00**

The 2024-25 HOA Budget as passed only buys THREE carts (\$18,000, with \$4,000 left).

**Greens Proposal: Increase budget by \$8,000 to buy FIVE carts**

*[NOTE: Sales of used carts has already raised nearly two-thirds of this amount]*

**Reason:** To increase revenue to meet the Board's 2024-25 goal of \$440,000.

**Pay-back** on the carts is **less than ONE YEAR.**

**Funds** would come from the **Reserve Fund.**

Lake Limerick has bought 20 golf carts over the last four years. These carts will replace the last of the older green carts, that are 20-25 years old. The older carts break down regularly when needed to be used, and cost us revenue because carts then aren't available to rent.

**Golf Carts brought in over \$70,000 in revenue last year.** If we do not have carts to rent, we lose money.

Our old carts have exceeded their useful life. When we send our old carts out, they are only good for 18 holes and then must be recharged. The new carts will last 36 holes. When a cart breaks down, the Pro Shop runs a replacement cart out on the course. There are times when we have only one person working. We shut down the Pro Shop to take care of the problem. If no usable carts are available, we lose out on the rental revenue.

We have had instances where we are asked for rentals, but run out later in the day, so we lose out on the \$80-100 revenue per cart.

**VENDOR: Pacific Turf**

Sole Source: We have E-Z-GO golf carts. We have bought the same brand of carts. Pacific Turf is the Washington State E-Z-GO Representative.

The Greens Committee is doing their due diligence by updating our outdated carts, to be able to increase revenue, attract more golfers, and increase the reliability of the golf carts. This income source is a big benefit to the Lake Limerick community. Once we replace the five carts, we'll have our targeted number of 25 carts. With reliable golf carts, we increase revenue to offset the cost of doing business.

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Greens Committee and Staff