

Fall 2009

Newsletter Date:  
November 23, 2009

# *PSA Board of Directors*

## *Information Letter*

**Welcome to the Latest Fall News from your PSA Board**

### **A Letter from our President**

Dear PSA Members and Neighbors:

The PSA Board thanks you for passing the proposed 2010 PSA Budget. This past year has been a very busy productive year for our Association, resulting in a major upgrade to our water system that meets State requirements and will provide for our community's future water needs. We appreciate and applaud all of the past years of work by our Boards, Officers, Committee Chairmen and volunteers that have brought us to this enviable position of owning and having control over our own private water system. Some Home Owners Associations no longer own their water systems and most regret this loss of ownership. Please congratulate yourself as a member of our HOA for your foresight in going forward with upgrading one of PSA's major assets. Next, your Board will be organizing a 5-year operating budget for our water system to determine our future water system financial needs. This multi-year budget will focus on funding current operating expenses, operating reserves, emergency/ plant repairs reserves, and capital project funding reserves. This type of study will allow PSA through a community exchange of information to develop an equitable, rational basis for a water fee schedule to financially maintain our wonderful water resource. There is more financial information in the Finance Committee Report.

Next, we turn to our other great asset: our waterfront park and marina. Upgrades are needed there also and a designated Facilities Reserve Fund will be part of our budget. Please see the Facilities Committee Report.

Your Board is concentrating on communication with our members. Our newly - formed Communications Committee is developing a new website to enable an ease of communication....future events, past happenings, immediate email contact if you have a question, and other information such as proposed budgets, by-laws, etc. We feel that the more information that is easily available to members, the better. Please read all of the Committee Reports in this Newsletter as they will update you about PSA plans and suggestions for your Association.

We hope that as a Board, we can address our community's needs and plans in an organized approach so that we meet your expectations in a logical, equitable manner. This is your Association and we appreciate your input and help greatly. We welcome your participation on Committees and attendance at Board or Committee meetings. Please feel free to contact me or any other Board members with your concerns or suggestions.

Sincerely,

Merrisue Steinman

President, Paradise Service Associates

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## **Finance Committee Report**

The PSA proposed 2010 Budget passed. Thank you for your suggestions. We hope that this next year will meet your expectations. Year-ending (12/ 31/2009) financial statements will be mailed to members in late January to allow time to develop PSA Profit & Loss and Balance sheets. We hope to post monthly/quarterly financial reports on the website so that members can receive updated financial information during the year.

The audit by the accounting firm McSwain & Co., P.S. is in progress. The audit will cover the time frame of 7/1/07-6/30/09, resulting in a two-year audit. A two-year audit will cover the time period when the majority of the Water System Upgrade Project was under construction. The field audit will take place December 2nd and 3rd. Audits require several weeks of preparation, examination of data and documents, and then analysis resulting in a written report. This final report will be sent to PSA members.

Regarding the payment for the PSA Water System Upgrade project, there is an outstanding final invoice due to Wiseman Utilities. PSA originally received a final invoice for \$120,000. After discussions with the Water Committee, Wiseman Utilities reduced the invoice to \$85,000. The Water Committee believes approximately \$70,000 is the amount owed to Wiseman Utilities. If PSA and Wiseman Utilities do not reach an agreement during negotiations, the PSA Board has voted to allow the dispute to go to mediation per the signed contract. The PSA Board had voted to pay this final invoice with funds from CD's and Water System Savings. PSA decided not to assess the additional \$100 passed by the membership in July 2008.

In 2010, PSA will work towards defining and rebuilding our Reserve Cash Accounts. PSA will analyze and determine the funds to be allocated each year to each Reserve Cash Account. Our goal is to maintain funds collected for specific purposes not to be commingled with general operating funds. We have identified Reserve Accounts such as: Current General Operating Reserves (60-90 days of expenses), General Repairs/Emergency Capital Needs Reserves (docks, bldgs.), Moorage and Marina Reserves, Playground Reserves (funded 50% by donations/50% by PSA), Water System Operating Reserves (60-90 days of expenses), Water System Capital/Emergency Reserves (1-2% of Assets), Water System Reinvestment Reserves (for future replacement or down payment for loan). There will be a phase-in of rebuilding these Reserves.

Bill Davies and Merrisue Steinman recently attended a seminar "Comprehensive Utility Financial Planning" for private water systems presented by Evergreen Rural Water. The seminar included financial planning, how to analyze your system's data, as well as methods for fair/equitable rate setting for a private water system. Criteria for selecting a water management system and their in-house software were discussed. Knowledge gained from this seminar is applicable to our General Administration of PSA

PSA has contacted several insurance agencies for bids for insurance policies covering PSA's needs. We expect to receive excellent coverage at a competitive price by reviewing several bids.

Lori Gross, PSA Treasurer, Co-Chair Finance Committee

Merrisue Steinman, PSA President, Co-Chair Finance Committee

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## **Request for Volunteers - PSA Fire Safety**

We are looking for volunteers to take a class and to assist Fire District #5 in initial setup for fighting any fire in PSA. Gary Steinman has cleared this with the Fire Chief Knight. If you have any interest please contact Garry at 426-2232.

## **Water Committee Report**

The new water system has been completed and has been in full operation since the end of August. Wiseman Utilities, Inc., has completed the work in the contract and cleared the work area. The old system has been retired.

The undeveloped lots do not have meters installed. These meters will be installed by PSA at no cost to the owner when the lot is developed.

The current water rate of \$20 per month will be changed to a user rate when the meter system is activated. The PSA Water Committee is currently working on a rate structure to be activated in 2010.

Homeowners are not to work on the water system, meter box, or piping that is in the county right-of-way. If the owner needs to repair their system, there is a turnoff in the meter box. After the water is turned off, please notify the PSA Water Committee about the problem, as well as our water management company.

William Davies, PSA Water Committee Chairman

## **Communications Committee Report**

The new communications committee is in the process of creating a new website. This site should be fully functional within the next few weeks. The new site is: [Paradise-service-associates.org](http://Paradise-service-associates.org)

At this time, the passwords to member only files will probably be the same—username: paradise; password: grapeview. Keep checking in. We are looking for your feedback to continually improve our website.

Our goal is to also provide a newsletter, at least electronically, once a quarter. We are trying to keep mailing expenses down, so any suggestion you have in this regard would be helpful.

Boyd Smith and Susan Koenig—Co-Chairs—Communication Committee

## **Facilities Committee Report**

The next Facilities meeting will be on December 13 at 1 PM at the Koenig's home: 270 E Olympic Dr.

As you know, we have a lot on our plate this year with the departure of our Caretaker and finding a replacement, which is one of our top priorities. A sub-committee has been formed to help find a new Caretaker for the upcoming season. Besides finding a new Caretaker, there are other issues and projects that need to be prioritized and these will be discussed at the upcoming meeting.

We would like to remind you that our park is a huge community asset and we all need to pitch in to help maintain it. We ask that you please volunteer and help us make our community even greater!

On a personal note, we would like to say thank you to all of the volunteers for your time and help! And we look forward to seeing you at the next Facilities meeting.

Rob Koenig, Chair - Facilities Committee

## **Rules Committee 2009**

No rules changes at this time.

Future considerations: appropriate use of outhouses; appropriate use of firearms; rules that may change as a result of common park governance issues considering new caretakers requirements.

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## PSA Board Information 2009

Name & Mailing Address	Paradise Estates Address	Phone/Cell Phone and Email	Term	Roles & Responsibilities
Marlene Casmaer PO Box 2155 Belfair, WA 9500			2009-20012	Secretary
William Davies 371 Mason Lake Drive E Grapeview, WA 98546	371 Mason Lake Drive E Grapeview, WA 98546	360-426-3901  (no email)	2007-2010	Chairman – Water Committee  Appointed 6-26-08 to serve remaining term for Chuck Huff
Lori Gross 2024 Pike St NE Auburn, WA 98002	431 E. Olympic Drive Grapeview, WA 98546		2007-2010	Treasurer  Appointed to fill Bob Johnson's vacancy
Rob Koenig (Susan) 270 E Olympic Dr Grapeview, WA 98546	270 E Olympic Dr. Grapeview, WA 98546	360-229-4229 – Home  253-350-7339 – Cell  rskoenigrs@msn.com	2008-2011	Chair - Facilities Committee
Bob Miller	350 E Olympic Dr. Grapeview, WA 98646	360-426-0464	2009-20012	
Larry Pazaski (Story) PO Box 217 Belfair, WA 98528			2007-2010	Co-Chairman – Water Committee
Boyd Smith 41 E Mason Lake Dr E Grapeview, WA	41 E Mason Lake Dr E Grapeview, WA	360-426-1339	2008-2011	Chairman – Rules Committee  Co-Chair Communications Committee
Gena Smith 41 E Mason Lake Dr E Grapeview, WA 98546	41 E Mason Lake Dr E Grapeview, WA	360-426-1339  gramma-gena@wavecable.com	2009-2012	Vice President
Merrisue Steinman (Gary) 301 E. Wallace Kneeland Blvd., #224-313, Shelton, WA, 98584	20 E Mason Pl., Grapeview, WA 98546	360-426-2232  merrisuegarys-stein@msn.com	2007-2010	President-Appointed to fill Garry Davies unexpired term
George Young	220 E. Olympic Drive Grapeview, WA 98546		2008-2011	Appointed to fill Tim Vack's unexpired term.

*Very Important Information Inside—Please Read Carefully.*

*Return all correspondence To:*

*PSA Board of Directors  
261 E. Shore Drive  
Grapeview, WA 98546*

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Grapeview, WA 98546**

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