

Paradise Service Associates (PSA)

2019 Annual Membership Meeting Minutes

Saturday, July 6, 2019, 2:00 PM at The Hut (located in the park)

BOARD OF DIRECTORS (Officers) PRESENT: President- Velinda Brown, Vice President-Tom Moore, Secretary-William James (via phone), Treasure- Brenda Bamford

BOARD OF DIRECTORS (non-Officers) PRESENT: Jan Moon, Darlene Dennewith, Blair Harter, Joe Quarto, Larry Pazaski

AGENDA ITEMS 1-13 TO FOLLOW:

1. CALL THE MEETING TO ORDER:

- a. Meeting was called to order at 2:01 p.m. President Brown notified the attending members that the meeting will be recorded and if anyone does not want to be recorded that they need to ask for the recorder to be stopped while they speak. No attending members objected to the recording of the meeting.

2. INTRODUCTIONS OF THE CURRENT BOARD OF DIRECTORS

3. READ AND APPROVE MINUTES OF June 2, 2018 ANNUAL MEMBERSHIP MEETING

- a. Secretary William James read the June 2, 2018 meeting minutes. Larry Pazaski motioned to accept the minutes as read. William James seconded the motion. Motion passed unanimously.
- b.

4. COMMITTEE REPORTS

a. Facilities (William James)

- i. Current Park Reserve ~\$34,000
- ii. Replaced dock boards
- iii. Planted flowers
- iv. Tree maintenance, the tree on the peninsula was damaged in a windstorm. It has been cleaned up by myself, Dean Graves, and Scott Graves.
- v. Work completed on the hut, upgrades to the structure.
- vi. Park security
 1. Side Gate lock, Pin pad installed.
 2. Security cameras are installed.
 3. Incident at the park. Police called. Member was non-compliant, took off clothes and went for a couple hour swim. Police eventually arrested him.
 4. Incident on July 4th. Non-members entered park after dark and one woman fell down the steps next to the hut and broke her leg.
 5. Checking in with caretaker. Checking in with the caretaker is mandatory.

vii. Items purchased:

1. Hand soap
2. Hand sanitizer dispenser
3. Kayak storage racks, \$70 for the season April 1-October 31

- viii. Items planned for purchase:
 - 1. AED
- ix. Bathrooms, please take care of them, help keep them clean and don't trash them.
- x. Smoking, smoking area is established.
- xi. Unauthorized visitors
- xii. Boat launch and retaining wall, it is believed that between the current park reserve and the general savings account we should have enough to pay for the new boat launch and retaining wall.

b. Finance (Brenda Bamford)

- i. ~\$13,428 transferred to general savings, ~\$13,428 transferred to park reserves.
- ii. Water billing
- iii. General checking balance ~\$49,487
- iv. General savings balance ~\$45,945
- v. Marina reserves balance ~\$95,038
- vi. Park reserves balance ~\$33,974
- vii. Water checking balance ~\$49,640
- viii. Water reserves balance ~\$335,028
- ix. Dues collection has been very good. Only 1 lot is not current on 2019 dues.
- x. Cashiers check for Lot 33 was received for payments in arrears and attorney's fees.
- xi. 2020 Budget was approved by the BOD for presentation to the membership for approval, is much the same as previous years with minor adjustments for various things such as postage and supplies. No increase in dues was deemed warranted.
- xii. New bookkeepers were hired later 2018 and cost approximately \$230 per month and are fantastic and helping to fix previous errors. Northwest Waters was costing approximately \$620 per month and make numerous mistakes.

c. Marina (Blair Harter)

- i. Aquatechnics water weed control has been selected again for 2019, treatment expected late July.
- ii. Request for proposal for structural engineers, geotechnical engineer, and a Biological engineer for assistance with the marina and launch project.
- iii. Drawing have been prepared.
- iv. Structural design is in redesign.
- v. Geotechnical report is complete.
- vi. Habitat study is in progress.
- vii. Biological study is in progress.
- viii. Mitigation plan is in progress.
- ix. Budget pricing has been provided.
- x. Construction window is July 15 to August 15. This project window can be completed in a 4-week window.
- xi. Funding is being researched.
- xii. Need more marina committee members.
- xiii. Discussion was held for funding the marina project. It was expressed by a member that the marina is part of the park and HOA dues should be made available to the marina project. The President explained that the bylaws and rules state that the moorage fees are the only funding delineated to fund the marina and make repairs. It was also explained

that during previous BOD meetings it was determined that since all 228 lots can utilize the boat launch, while only non-waterfront lots are allowed to utilize the marina and therefore the boat launch and marina was separated, and the marina was considered separate from the park and the boat launch was included as part of the park.

- d. Membership (Darleen Dennewith)
 - i. 9 new owners in the last year.
 - e. Water System (Tom Moore)
 - i. Storage tanks cleaned.
 - ii. Flushing of the distribution system with help of Evergreen rural water. Nine hydrants and two blow offs were flushed. Approximately 16,500 gallons was used. Several blow offs were not flushed either because there was a hydrant nearby or we could not be sure the water would not cause damage to private property. None of the hydrants appeared to discharge much sediment, the worst being at the lower end of the system on Shore Dr and E Mason Lake Dr. This is typical of a system with topography such as ours.
 - iii. Completion of the alarm and control system installation.
 - iv. System valves exercised in September 2018.
 - v. Department of Health sanitary survey in 2018 resulted in a few minor recommendations.
 - f. Web Page (Joe Quarto)
 - i. Still setting up the web page and sorting out and linking files.
5. Vote on Board of Directors positions (3 positions open) Directors serve a 3-year term.
- a. Velinda Brown
 - b. Tom Moore
 - c. William James
6. Vote to approve or reject the 2020 proposed Budget:
- a. X votes Yes
 - b. X votes No
7. Vote to approve or reject Audit of PSA financial records (could be up to \$5000 depending on audit detail requested)
8. Short break (20 minutes) to count the ballots (2 BOD members/2 association members are required) at 3:25 P.M. Meeting called back to order a 4:04 P.M.
- a. Ballot results: 53 ballots cast.
 - i. Budget approval
 1. 40 votes Yes
 2. 11 votes No
 - ii. Audit of Budget
 1. 11 votes Yes
 2. 42 votes No
 - iii. Board of Directors Positions
 1. Velinda Brown Votes for 44
 2. Tom Moore Votes for 45
 3. William James Votes for 41
 - iv. Assessment advisory question
 1. 16 votes yes
 2. 37 votes no

9. Announcements:

- a. Caretaker: Dean Graves is the returning caretaker. All members, family and guests must check in with Dean prior to using the park. Dean has seasonal and daily moorage, launch permit, hut reservations, and landlord/tenant forms available.
- b. Mailboxes are being broken into and mail is being stolen.

10. Other matters that may properly come before the Board (each member is required to state name and lot number/will be allowed 2 minutes to speak)

- a. No members desired to be heard.

Motion to enter executive session made by Tom Moore, seconded by Blair Harter. Motion passed unanimously.

11. Immediately following this meeting, the BOD's has entered executive session to elect BOD officers to serve a 1-year term.

- a. William James nominated Velinda Brown as President, seconded by Jan Moon. Nomination passed unanimously.
- b. Larry Pazaski nominated Tom Moore as Vice President, seconded by Brenda Bamford. Nomination passed unanimously.
- c. William James nominated Brenda Bamford as Treasurer, seconded by Jan Moon. Nomination passed unanimously.
- d. Larry Pazaski nominated William James as Secretary, seconded by Blair Harter. Nomination passed with 8 votes yes, 1 vote abstained.
- e. Motion made by Tom Moore to adjourn executive session, seconded by William James. Passed unanimously.

Executive session ended at 4:09 P.M.

Motion to adjourn made by Tom Moore, seconded by William James. Passed unanimously. Annual Membership meeting adjourned at 4:10 p.m.

The June 2, 2018 Annual Meeting Minutes are respectfully submitted by PSA Secretary William James.