

**Paradise Service Associates (PSA)**  
2021 Annual Membership Meeting Minutes  
Saturday, July 10, 2021, 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- Jan Moon

BOARD OF DIRECTORS (non-Officers) PRESENT: Susan Lord, Larry Pazaski, Dean Graves  
Directors absent (Excused): Arlene, Maureen Allen

AGENDA ITEMS 1-13 TO FOLLOW:

1. CALL THE MEETING TO ORDER:
  - a. Meeting was called to order at 2:04 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 JULY 6,2019 ANNUAL MEMBERSHIP MEETING
  - a. Director Susan Lord read the July 6,2019 meeting minutes. Larry Pazaski motioned to accept the minutes as read. Dean Graves seconded the motion. Motion passed unanimously.
4. COMMITTEE REPORTS
  - a. **Facilities (Dean Graves)**
    - i. Current Park Reserve ~\$65,303
    - ii. New Park caretaker – Glenn Robare
    - iii. Park security:
      1. Walk through gate continues to provide access to park.
      2. Cameras are in use and monitored by caretaker and facilities chairman.
      3. Check-in with the caretaker, people are getting better.
    - iv. Items purchased:
      1. AED
      2. Pest control service
      3. Internet service from WAVE
      4. Staff T-shirts
      5. Launch stickers
    - v. Boat launch and retaining wall: still working on permits and supporting documents.
    - vi. Improvements:
      1. New stairs to the smoking area were built.
      2. Pressure washed walkway and pavers outside bathrooms, launch ramp, tractor shed laundry shed, and storeroom shed
      3. Filled all sinkholes in upper field, and eroded dirt on the outside edge of basketball court.
      4. Replaced dock boards.
      5. Reinforced jetty sinkholes on the Marina's edge.
      6. AED box has been hung in the Hut.

**b. Finance (Jan Moon)**

- i. Last committee meeting held 5-12-2021 at Jan Moons residence.
- ii. Dues collection nearly complete, only 1 lot in not current on 2021 dues. A certified letter has been sent.
- iii. 2020 membership approved budget has been in effect due to not having a 2020 annual membership meeting due to COVID-19 restrictions.
- iv. 2022 BOD selected budget being presented to the membership for approval has an increase in dues from \$265 to \$280. The BOD feel this increase is needed to continue to build the park reserve for maintenance and/or improvements.
- v. Collections this year: \$24,600 Moorage, \$180 Daily Moorage, \$325 Boat Launch, \$175 Hut reservations, \$490 Kayak storage, \$465 Shirt Sales, and \$493.41 July 3<sup>rd</sup> BBQ.
- vi. ~\$13,428 transferred to general savings, ~\$13,428 transferred to park reserves.
- vii. Water billing
- viii. General checking balance ~\$43,194
- ix. General savings balance ~\$78,174
- x. Marina reserves balance ~\$120,758
- xi. Park reserves balance ~\$65,302
- xii. Water checking balance ~\$55,442
- xiii. Water reserves balance ~\$123,983
- xiv. 3 CDs: \$101,649 each

**c. Marina (Velinda Brown)**

- i. February 2021 Velinda Brown has assumed responsibility for the marina project.
- ii. Meet with Scott Ruedy, Mason County Planner on March 31, 2021. Scott informed that the permit files submitted to Mason County were not complete and therefore the County could not move forward with approval. The BOD determined that we needed help
- iii. As of May 24<sup>th</sup>, 2021, the BOD entered into contract with marine floats to provide permit assistance for the marina project. Tabitha Simonetti is on our contract and will assume the permit process. Tabitha has a working relationship with all agencies/personnel involved. Tabitha will review current applications and prepare all/any applications still required.
- iv. Files that were submitted for the permit:
  1. Mason County Community Services Building Permit Application
  2. JARPA (Joint Aquatic Resources Permit Application)
  3. SEPA Environmental Checklist (used to help determine whether the environmental impacts are significant)
  4. Shoreline Permit Application (includes additional information for the Shoreline Conditional Use Permit)
  5. Biological Assessment (for sensitive fish/wildlife species)
  6. Project drawings (mitigation and Marina Project)
- v. Upon review there were several updates required:
  1. Mason County community Services Building Permit Application: updated and ready for resubmission.
  2. JARPA: updated and ready to submit.
  3. SEPA Environmental Checklist: Old forms used previously. New form completed and ready for resubmission.
  4. Shoreline Permit Application: ready to submit.
  5. Biological Assessment: Scott confirmed that The Army Corp of Engineers have jurisdiction of Mason Lake. USACE application submitted June 28, 2021.
  6. Project drawings: Acceptable.
- vi. Remaining documents to submit:

1. HEPA Application, with fee, to WDFW. Fish window for construction is July 15 to August 15. May be extended. Application submitted 6-28-2021.
  2. Environmental Permit Application/Planning Permit: In process
  3. County requires a new bid from Quigg Brothers and Marina Floats: Requested.
  4. Special inspection and testing agreement: received the EG Engineering portion and waiting for Quigg Brothers to contact/select an inspector, this sign and submit to the county.
  5. Consent form stating we agree to pay mason County Journal for fees associated with publishing the notices of hearing (conditional use): Ready to submit.
- vii. Permit documents currently ready will be submitted to the County the week of July 19<sup>th</sup>. Both USACE and Mason County permit approval could take 6-8 months for approval, on the short end.

**d. Water System (Tom Moore)**

- i. Water system is working hard due to high demand. Please pay attention to water usage and check for leaks.
- ii. During the last year we have had a few leaks.
- iii. Consumer confidence report: we have good water. Free of pathogens and harmful chemicals. Protection of our aquifers are critical.
- iv. Hired Jose Raymundo to perform the semi-annual mowing and clean up of the well sites.
- v. Plan to flush hydrants and blow offs.
- vi. Alarms and generator are serving well.
- vii. About 500 gallons of propane left in the storage tank.
- viii. If anyone is interested in serving on the water committee please inquire.

**e. Governing Documents (Larry Pazaski)**

- i. Larry Pazaski assumed the Governing Documents (Gov Docs) chairman position from Tom Moore, in May 2021.
- ii. Based on legal advice of Council several considered changes will be moved into 2022, as the Washington State legislature has passed new RCW laws that directly affect the ability of PSA to maintain compliance and facilitate changes.

**f. Web page (Susan Lord)**

- i. Working to clean-up the old content and pages, content, grammar, update contact info, and keeping the "Announcements and Events" page current.
- ii. Website backups: working to set this up to protect content.
- iii. Moving to secure HTTPS encrypted website.

**g. Membership/Public Relations (Maureen Allen read by Velinda Brown)**

- i. 7 recorded transfers of property within PSA between May and November of 2020.
- ii. 2021 to date a total of 2 recorded transfers of property within PSA. 2 properties in process of sale/recording.
- iii. No public relations meetings during 2020 due to COVID.
- iv. 2021, County Commissioners are in process of approving the purchase of personal body and auto cameras for the Sheriff's Department.
- v. New mental health 911 procedures in effect. Unless a crime is actually occurring the Sheriff's Department is no longer allowed to respond per recent legislation. Parked vehicles with tires touching the pavement of county roads will be ticketed when reported.
- vi. Per David Windom, Director of Health, his department employee, Mr. Age Gardner, Public Health Program coordinator, will be the contact person to get involved in mental health issues and work directly with law enforcement.
- vii. Crime is on the increase due to drug issues. Commercial and private theft is on the increase, homelessness and living in cars is increasing. Typical statistics statewide.

- viii. Per investigations the Sheriff's Department in not guilty of reported cop abuse.
- ix. Previous year experienced 24,000 calls for service from Sheriff's department.
- x. High speed pursuit is no longer allowed per recent legislation.
- xi. Unexpected high volume of retirements is occurring.

5. Short break (20 minutes) to count the ballots (2 BOD members/2 association members are required)

- a. Ballot results: 48 ballots cast.
  - i. Budget approval
    - 1. 41 votes Yes
    - 2. 5 votes No
  - ii. Audit of Budget
    - 1. 35 votes Yes
    - 2. 9 votes No
  - iii. Board of Directors Positions
    - 1. Larry Pazaski-re-elected
    - 2. Jan Moon- re-elected
    - 3. Arlen Schwandt-re-elected
  - iv. Amendments to the Articles of Incorporation:

Articles of Incorporation:

1. Amend Article II:

From: Place of Business: The principle place of business of the corporation shall be E 90 Shore Drive, PO Box 1045, Grapeview, WA. 98546

To: Place of Business: The principle place of business of the corporation shall be 261 E Shore Dr, Grapeview, WA. 98546, PO Box 1345, Belfair, WA. 98528. The name of the registered agent of this corporation shall be the elected President.

**Approved**

2. Amend Article IV 1.0:

From: The management of the corporation will be vested in a Board of Trustees; the number of trustees shall be ten, etc...

To: The management of the corporation will be vested in a Board of Trustees; the number of trustees shall be nine, etc... (This corresponds with the Bylaws Article 4 Paragraph A)

**Approved**

Amendments to the Bylaws:

Bylaws:

3. Amend Bylaws Article II, B:

From: Voting and Membership Rights. Not more than one membership may be held, owned or controlled by any one person, partnership, corporation, or association and each member is limited to one vote in the affairs of the corporation. Each entity must identify the voting member.

To: Voting and Membership Rights. Not more than one membership may be held, owned or controlled by any one person, partnership, Trust, corporation, or association and each member is limited to one vote in the affairs of the corporation. Each entity must identify the voting member.

**Approved**

4. Amend Bylaws Article II, D, 1.0:

From: Annual Membership Meetings. There shall be an annual membership meeting of the Association on the second Saturday of July, at 2:00 p.m., or at such other date as approved by a majority of the membership if they decide that the annual meeting should be held on another date for each succeeding year.

To: Annual Membership Meeting. There shall be an annual membership meeting of the Association to be held in July on a date determined by the Board of Directors at their November meeting.

**Approved**

5. Amend Bylaws Article II, 6:

From: Quorum. A quorum for the transaction of business (budget and audit) at any general membership meeting shall be 10 percent of the total number of votes for votes for members in good standing,. voting either in person, or by proxy; provided, that the quorum for any meeting at which the amendment of these Bylaws, or the election of Directors, is before the membership, shall be 20 percent.

To: Quorum. A quorum for the transaction of business (budget and audit) at any general membership meeting shall be 15 percent of the total number of votes for association votes for members in good standing, V voting shall be either in person, or by proxy; provided, that the quorum for any meeting at which the amendment of these Bylaws, or the election of Directors, is before the membership, shall be 15 percent of the total number of votes for association members, in good standing. Once the quorum is met, then the majority rules.

**Approved**

6. Amend Bylaws Article VIII D:

From: The lien of the Association for payment of all assessments as defined herein is prior to any other lien, mortgage, deed of trust, or any other encumbrance, regardless of filing date of the same. However, as to any lot, this Association lien shall be automatically subordinated to one mortgage, deed of trust, or other financing encumbrance in favor of an institutional lender, which is undertaken for the purpose of purchase of the lot, construction (or remodeling) or improvements to the same, or refinancing of the same; provided that the Association account with respect to any such lot is not delinquent at the time of recordation of the encumbrance,

and that a copy of such encumbrance is received at the office of the Association within sixty days of its execution.

To: The lien of the Association for payment of all assessments as defined herein is prior to any other lien, mortgage, deed of trust, or any other encumbrance, regardless of filing date of the same. However, as to any lot, this Association lien shall be automatically subordinated to one mortgage, deed of trust, or other financing encumbrance in favor of an institutional lender, which is undertaken for the purpose of purchase of the lot, construction (or remodeling) or improvements to the same, or refinancing of the same; provided that the Association account with respect to any such lot is not delinquent at the time of recordation recording of the encumbrance, and that a copy of such encumbrance is received at the office of the Association within sixty days of its execution.

**Approved**

6. Announcements:

- a. Neighborhood Watch Program
- b. Newsletter will be provided following the Annual meeting

7. 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.

8. The BOD has entered executive session to elect BOD officers to serve a 1-year term.
  - a. Larry Pazaski nominated Velinda Brown as President, seconded by Tom Moore. Nomination passed unanimously.
  - b. Velinda Brown nominated Tom Moore as Vice President, seconded Larry Pazaski. Nomination passed unanimously.
  - c. Larry Pazaski nominated Jan Moon as Treasurer, seconded by Tom Moore. Nomination passed with 6 votes yes, 1 vote No.
  - d. Tom Moore nominated William James as Secretary, seconded Larry Pazaski. Nomination passed with 6 votes yes, 1 vote No.
  - e. Motion made by Velinda Brown to adjourn executive session, seconded by William James. Passed unanimously.

Executive session ended at 4:02 P.M.

Motion to adjourn made by Tom Moore, seconded by William James. Passed unanimously. Annual Membership meeting adjourned at 4:03 p.m.

The July 10, 2021 Annual Meeting Minutes are respectfully submitted by PSA Secretary William James.