

PSA BOD MEETING MINUTES
Saturday November 18, 2023 10AM
Location: MBCC

Officers and Board members in attendance (as per sign-in sheet): Velinda Brown, William James, Tina Simms, Maureen Allen, Daniel McClough, Larry Pazaski, Kevin Killinger, and Sue Lord. Eric Fiedler was excused.

Association members present (as per sign in sheet): Kip Miller, Bob and Marilyn Miller, Lori Gross, and Janice Moon.

1. Velinda called the BOD meeting to order at 10:12 a.m. (Agenda acknowledged the meeting was to be recorded.)
2. Presidents Report:
 - a. Velinda reported that the newsletter will be sent in November after the board meeting since the Board needed to approve several things at the November meeting.
 - b. Velinda submitted a proposed 2024 Board meetings and Annual Meeting date/time and location schedule. Maureen made a motion to approve the schedule. Tina seconded the motion. Motion carried. Velinda said she has paid “rent” to the MBCC and the meeting dates are on their calendar.
3. Approve 9/16/23 BOD minutes, as read, via email: Everyone acknowledged they read the September Board meeting minutes. Will made a motion to approve the minutes. Dan seconded the motion. Motion carried.
 - a. Old Business: Larry inquired whether the July Emergency Board Meeting minutes were addressed regarding his email about errors and omissions. Sue and Velinda did meet once to address the issues but have not reconciled the recommendations, yet. The revised minutes will be addressed at the next meeting.
 - b. New Business: Velinda reported a request by MBCC President Bob Leslie to share next year’s Brats and Brew event on September 28th, 2024 from 4-8pm at the MBC clubhouse. It was agreed if we include the MBC Club, we may have more attendees.
4. Committee reports:
 - a. Governing documents (Chair Tina Simms):
 1. Committee report:
 - i. Tina reported the Governing Documents Committee met and discussed the recommendation by the Board at its last meeting regarding a more stringent penalty of \$250.00 per day if the STR registration fee is not submitted by the deadline. The Committee felt the daily penalty was too stringent. Velinda said she was optimistic that those who currently are interested in hosting STRs are willing to comply. Tina reported that the committee had also learned that Mason County is beginning the process of regulating short term rentals. Several committee members are on the county’s list for meetings and updates about this issue.
 - ii. Tina presented an updated recommendation to the board in form of a motion to accept the Governing Documents Committee’s recommendations for revising the PSA Rules & Guidelines regarding the Long and Short Term Rental documentation. Sue seconded the motion with three minor revisions to the motion. Discussion was had.

Will recommended we enhance the penalties for the STR process. He read a document he prepared which

proposes the changes he suggests. He believes we should levy a per-night penalty for violation of the STR rules about the application and fee. His proposal includes an appeal process with the Gov Docs Committee overseeing additional penalties such as late fees and liens. He wants the Board to have complete authority to penalize and shut down an STR. Larry agrees, but he said he would heighten the penalties. Dan believes higher penalties and tracking of STRs is reasonable. Discussion was had to add verbiage to the policy to monitor our neighbors and take pictures or videos of them not complying with the STR rules and turning the offenders into the Gov Docs Committee. Sue and Velinda defended the original motion and neither want to “police” our neighbors regarding STRs. Larry reminded the board that businesses are not allowed in our community. He also believes landlords are “selling our water”. Velinda reminded him our lawyer has weighed in on this issue and since the owner pays the water fee it is not considered as selling our water.

Will said he would like to table this discussion for now. However, he would rather be “pro-active” and not reactive to potential non-compliance by STR owners. He recommended if the application doesn’t get processed and they don’t pay the fee, there should be heavy penalties. Maureen said her concern is once we allow something like STRs to occur in our community, she is worried about being sued. Velinda stated she is willing to penalize owners of STRs at \$250.00 per month (but not “per day” as proposed by Will) if the STR application and fee is not submitted by May 31st (30 days after the original deadline of May 1.) A vote on the original corrected motion was 3 yeas and 5 nays. The motion was remanded back to the Governing Documents committee.

ii. Next meeting: TBD

b. Finance: (Chairman Eric Fiedler)

1. In Eric’s absence, Velinda read the Financials.

i. Financials (see reports)

- a. Checking: \$32,133.44
- b. Park Reserve: \$16,719.98
- c. Savings: \$28,660.79
- d. Park CD: \$154,184.08

2. Next meeting: TBD

c. Facilities Chairman Dan McClough made the following report.

- 1. Facilities 2023 project update: Dan reported many end-of-season duties were completed such as: closing out petty cash, negotiating a winter contract with our caretakers, stowing picnic tables, shutting water off to the restrooms and locking them for the season. In addition, there were repairs done in the park such as pressure washing courts and restrooms, filling in a hole on the peninsula near the marina, which was likely made by muskrats, replacing toilet seats, and replacing the starter on the riding lawn mower and more.
- 2. Facilities 2024 projects update: Dan said there are several matters that need attention in the future such as repainting the basketball court and hoops. We will likely need to purchase a new weed eater and either repair or replace the push lawn mower next year. In addition, we will need to fix the ski dock over the winter once the lake level rises.

Discussion was had on taking care of some of the matters this year. A motion was made by Dan and seconded by Will to increase the 2023 budget to purchase a new battery-operated weed-eater for up to \$500.00. Motion carried. (Stihl brand was recommended.)

A motion was made by Dan and seconded by Will to increase the 2023 budget to purchase a new ski dock ramp for up to \$6,000.00. Motion carried.

A motion was made by Dan and seconded by Will to increase the 2023 budget to purchase a new spring for the teeter-totter. Discussion was had. Dan recommended he bury a tire on each side of the board to

cushion the blow and therefore put less pressure on the spring. Larry cautioned that is likely not going to help as he believes the spring breakage problem is caused by youth who weigh over 100 lbs. using the teeter-totter. The vote reflected 7 yeas, 1 nay. Motion carried.

3. Recommendations to the Board re 2024 seasonal fees.

- i. Seasonal Launch fee: \$25.00
- ii. Hut rental: \$25.00

Dan had questions about the hut rental. He wondered if the day should be divided into morning and afternoon rentals at \$25.00 each. Discussion was had. Velinda suggested he take this question up with the Facilities committee and make and formulate a recommendation to the Board.

- iii. Seasonal kayak rental: \$70.00

Will made a motion to maintain the current facility fees per the above for 2024. Sue seconded the motion. Motion carried.

4. Launch Bid update:

- i. RV Construction \$175,986.25 with 10% increase (\$17,598.63) = \$193,584.88 in 2024 Does not include mitigation planting plan.
- ii. Soundview (Kip Miller) \$199,911.78 (includes everything)
- iii. Launch project timeline is included in marina timeline.

Discussion was had about Dan presenting the bids at the next Facilities committee meeting and making a recommendation to the Board. Dan said he would like to refer the recommendation to the Marina Committee as he and most of the Facilities members also sit in on the Marina Committee meetings. Velinda assured him he would be notified of all Marina Committee meetings in the future.

5. Next meeting: Daniel will schedule a Facilities Committee meeting in December.

d. Public Relations/Membership (Chair Maureen Allen)

- i. Maureen said she has been to the recent Sheriff's meetings, but the Sheriff has not been able to attend. Thus, she has no formal report. She did report, however, that the Mason County Sheriff's Department has an armored vehicle now for the SWAT team.
- ii. Maureen reported one new owner since the last meeting.

e. Water: Chairman Will James reported the following financials.

- i. Checking: \$16,154.49
- ii. Savings: \$71,473.61
- iii. CD interest: \$208.08 each (\$103,197.08 at Nov 1st) matures Dec 7, 2023.

Will reported there are eight accounts over their limits with six as high usage. Eighteen accounts are past due and three are pending service interruption. He reminded us to turn off our water at the meter if we plan to leave for an extended period. Will intends to have a Water Committee meeting planned for early December – the date to be determined.

f. Web Page Group (Chair Susan Lord)

- 1. Sue reported the webpage is current with all known information. She also updates the PSA Google E-mail group when changes are learned.

g. Block Watch (Chair Susan Lord)

- 1. Sue reported only one incident since her last report two months ago. A member of our community said he saw two unknown occupied vehicles in front of a member's house on Olympic Dr at 3:00 a.m. When the driver's noticed he had stopped to observe them, they drove away hastily. She sent the report to Mason County Sheriff's Office and asked them to increase their night-time presence in our community if they are able.

h. Marina: (Chairman Velinda Brown, Co-chair Kip Miller)

1. Marina Committee report: Velinda presented the Marina Committee Report. The Marina Committee last met on September 1, 2023. They had requested a “fish window” variance to Colin Greeman of the Corp of Engineers asking for either June 1-July 15, 2024 or July 1 to September 30, 2024. The Corp and National Marine Fisheries approved the July1-Sept 30 fish window. This was necessary as the other requested fish window variance would have caused a new review and may have taken over a year to approve. It was learned there was an error on the Zipper Geo recommendations regarding the piling depth measurement. This caused our contractor to contact Zipper Geo regarding the error and ZG said they would correct the error in the report and resend it to us.
Lakeshore Construction will install Dock C sometime in December, 2023. They also will be providing an updated bid due to anticipated cost increases in 2024. Motions for the Lakeshore contract and the investment contract will be presented to the Board at its November meeting.
The investor’s contract was sent to Will James to have PSA’s attorney review. It was approved by the attorney as presented. The marina fundraisers had been a great success in 2023. Many thanks to the attendees and volunteers to help the marina fund grow.
2. 2023/24 Marina replacement timeline update: Kip Miller
 - i. Dock C: Installation in December 2023
 - ii. 2024 Docks A & B timeline project plan (includes launch): Kip Miller
 - iii. 2024 Mitigation (planting) Plan (includes launch): Kip Miller
3. Marina Reserve balance
 - i. Marina reserve: \$70,246.58 - \$54,149.10 (2nd payment for completion of Dock C) = \$16,097.48
 - ii. CD in Edward Jones \$
 - a. Withdrawn CD \$52,885.11
 - b. Remaining CD: \$51,000.00 matures Jan 19, 2024 (5.45%)
4. Recommendations to the BOD:
 - i. Loyalty Program in February 2024. Velinda explained the Marina Committee recommends the Loyalty program to be available to members who purchased moorage last year beginning in February, 2024.

Discussion was had. Daniel said he believes the Loyalty program is unethical because it is only available to moorage renters from the prior year. This makes them a “select” group, he said. He thought roughly 2/3rd of the renters was renting their slips before everyone else was eligible to rent. After discussion, the consensus was that about 20 members participated in the loyalty program last year. That would leave 41 slips available for rent when the general moorage renters would be able to rent a slip. Dan also believes any members on the Board who participated in the loyalty program should not be able to vote on this matter. Will reminded the Board that the Loyalty program has been necessary because some boats only fit in certain slips.

Velinda made a motion to approve the Loyalty Program in 2024. Will seconded the motion. Additional discussion was had and included remarks by Will who suggested we may not need to have the Loyalty Program next year once all the docks have been completed. Kip suggested the Loyalty Program perhaps should continue next year to “pre-fund” the Marina budget. Tina reminded the Board that only one slip is available to reserve in the Loyalty Program when, in fact, several people end up renting more than one slip. Call for a vote resulted in 2 abstentions, 2 nays, and 4 yeas. Motion carried.

- ii. Velinda reported that the Marina Committee recommended the slip fees remain the same as 2023: Dock C jet skis \$400.00, Dock C boat slip \$800.00, old Docks B & C same fee as in 2023 (single \$400.00, double \$800.00, includes boats over 16 feet).

Discussion was had. Larry said he would like the Marina slip rental fees to be \$6,000.00 per slip. That way, he said, the Marina upgrade will be paid for in one year. Dan had a question about whether we charge per boat slip or per vessel. The consensus was we charge rental for the slip. If a member has room in their slip to also have a jet-ski moored in the slip, there are no additional fees to pay. Tina remarked that is what she does. She does provide the required paperwork for her slip (insurance and registration) for each vessel.

- iii. Velinda read the Investor contract to the Board. Velinda made a motion to approve the Investor contract for financing Docks A & B. Will seconded the motion.

Discussion was had. Will explained that he negotiated with PSA's attorney on behalf of the association. He said the attorney did make some minor changes to only make the sections clearer. Larry said he thinks all the lender names should be on the contract. Velinda responded that the lenders each had their own contract due to inheritance language in the contract. Larry also wanted the names of the lender's attorneys and Velinda told him that was none of his business. All the lenders had the option to have the contract reviewed by their personal attorneys. Her attorney reviewed the contract and approved. Larry also had concerns that the contract is not clear enough and benefits the lenders. He does not like the document. Will reminded the Board this is the only way to move forward with the marina replacement as there are no other lending options. Maureen said she doesn't think the PSA Board of Directors should be named in the contract. Will explained that under our By-laws, the Board is the legal entity of PSA and the only one that can be responsible for the payment of the loan. Kevin said he is okay with the contract if there are no assessments in the future due to "change-orders" with the contractors – which may cost more than estimated. Will said the investors will have given more than what is needed to pay the contractors, so there is a cushion built into the agreements. Dan said he had no further concerns. Larry said he believes this document should state we are adhering to our CC&R's, By-Laws, and Articles of Incorporation. He also felt there was not enough time for the board members to review the contract prior to the discussion and vote.

A vote was taken at the conclusion of the comments: Sue and Velinda could not vote. There were four "yeas", one opposed, and one person abstained. The motion carried.

- iv. Velinda presented that the Marina Committee asks the Board to approve Lakeshore Construction as the contractor for Dock A & B installation. She presented the bid. This bid is an upgraded contract due to the fact that the "fish window" was moved to July 1 thru September 30, 2024. The demolition of Docks A & B and the installation of the pilings will need to occur after Labor Day. Velinda made a motion to approve the Lakeshore Construction Bid, Sue seconded the motion. There were 7 yeas and 1 nay. Motion carried. Larry said he doesn't like how the bids are being presented. He would prefer a uniform scope of work document.

5. Fund raising activities: Velinda reported on the following.

- i. Polar Plunge will be on April 6, 2024 with Firefighters from new station on Mason/Benson by cooking breakfast prior to the Plunge. Breakfast will be at 10:00 a.m. and the Plunge will be at NOON.
- ii. Sept 28, 2024 will be the Brats and Beer Event with the MBCC. We will put it on the calendar as a joint event.
- iii. TBD

7. There were no other matters that came before the Board.

8. Will made a motion to adjourn the meeting, Kevin seconded the motion. There were 8 yeas for adjournment of the meeting at 12:45 p.m.

Respectfully submitted,

Susan M. Lord, Secretary