

PSA BOD MEETING MINUTES
Saturday, November 16, 2024, 10AM
At the Mason Benson Community Center

Officers and Board members in attendance (as per sign-in sheet): Velinda Brown, Susan Lord, Maureen Allen, Tina Simms, Kip Miller, Kevin Killinger, and Forrest Strickland. Daniel McClough and Will James were excused.

Association members present (as per the sign in sheet): Merrisue Steinman.

1. Velinda called the BOD meeting to order at 10:11 a.m. and acknowledged the meeting was being recorded.
2. Presidents Report:
 - a. Velinda reported that the Park will be closed until March 31, 2025. The walk-through gate is available for members. The passcode is their water code.
 - b. Short term rental: Sue and I attended the Planning commission meeting via Zoom on October 21, 2024. They provided another draft for short-term rentals that included permit requirements and a mandatory management plan that included rules of conduct for the rental guests. County commissioners directed the planning commission to come up with rules for STR. Planning commission seemed confused as to what the county commissioners had requested of them. No decisions were made. Next meeting will be Dec 16, 2024. The Journal had an article in the October 31 edition regarding the meeting. (some copies provided)
 - c.
3. Approve July 20, 2024 minutes: A motion was made by Velinda to approve the minutes. Sue Lord seconded the motion. The motion passed unanimously.
4. Approve Sept 21, 2024 minutes: A motion was made by Velinda to approve the minutes. Tina Simms seconded the motion. The motion passed unanimously.
5. Old Business: None
6. New Business:
 - a. Approve PSA Saturday meeting dates in 2025:
 - i. January 18 at MBCC 10am
 - ii. March 15 at MBCC 10am
 - iii. May 10 The Hut 10am (rescheduled)
 - iv. Annual Meeting: Saturday, **July 12**, 2025 at 2pm (The Hut) Sign in prior to the meeting at 1:00PM
 - v. July 19 The Hut 10am
 - vi. September 20 The Hut 10am
 - vii. November 15 MBCC 10am

All agreed with the proposed 2025 PSA meeting calendar except for the Annual Meeting date. Several Directors said it was a hardship to attend as they always had guests for the fourth of July weekend. They feel uncomfortable leaving their guests to attend the Annual Meeting. Discussion was had. Velinda made a motion to change the Annual Meeting date from July 5 to July 12, 2025. Forrest seconded the motion. Motion carried unanimously.

7. Committee Reports:
 - a. **Events Coordinator:** Tina Simms reported the Oktoberfest Dinner was very successful. The event was well attended (90 attendees) and the joint event between the MBC and PSA netted \$540.00 each after expenses. The Board agreed we should co-host the event again next year. We agreed we need to advertise the event to the PSA community earlier and more frequently.

b. Governing documents (Chair Tina Simms)

- i. Committee report: Nothing new to report.
- ii. Recommendation to the board: None.
- iii. Next meeting: TBD.

c. Facilities (Chair Dan McClough was absent.)

- i. Facilities report: None.
- ii. Facilities update: None
- iii. Park reserve: \$10,390.92
- iv. Approve 2024 winter caretaker contract. Not available for approval.
- v. Velinda presented recommendations to the Board regarding Park-related fees for 2025:
 1. Approve Launch fee for \$25 for the season. A motion was made by Velinda to approve the launch fee in 2025 at \$25.00. Kevin seconded the motion. The motion carried unanimously.
 2. Approve Hut reservation fee \$25 per rental. A motion was made by Velinda to approve the Hut Rental fee in 2025 at \$25. Tina seconded the motion. The motion carried unanimously.
 3. Approve Kayak storage fee \$70 for the season. A motion was made by Velinda to approve the Kayak storage fee of \$70.00 for the 2025 season. Tina seconded the motion. The motion carried unanimously.
- vi. Launch update:
 1. Kip reported that the launch was completed by Soundview on October 1st
 2. Kip provided a construction update:
 - I. The launch handicap railing (per the original approved plans) will be installed in November.
 - II. The final installment of \$39,911.78 has been paid.
 - III. Additional railing map and cost: Kip suggested we may need more railings than the original approved plans require. He provided a “map” of the launch area to show where he believes additional railings should be installed. He is quite certain the county will want us to install railings for the handicapped ramp after the final inspection. He also recommends a length of railing on the pathway to the steps adjacent to the ramp. The extra railings will cost an additional approximately \$13,000.00. Discussion was had. Ultimately, the board agreed Kip should install only the railing the county-approved plans require. If we are required to have additional railings upon inspection, we will revisit Kip’s recommendations.
 3. Kip also proposed the Park funds pay for the maintenance of the Marina shoreline and the plantings in the park which was required by the Corp of Engineers He suggested the landscaping and shoreline will need regular maintenance approximately twice per year. He suggests a landscaping company be hired to perform the maintenance as it is a large job, and they have the proper equipment to maintain the shoreline and park. Discussion was had. A motion was made by Velinda to use Park funds to maintain the shoreline grasses and plantings in the park. Kip seconded the motion. The motion carried.
- vii. Velinda reminded the Board that money earned during fund-raiser events will go to the park reserve account. She reported the Park Funds raised throughout 2024 were:
 1. Polar Plunge: \$50.00
 2. Cinco de Mayo: \$140.00

3. July 3rd BBQ, dance: \$325.00
 4. Luau (Aug 6th): \$457.00 (donation from Parrott's and P Wood)
 5. Poker run: \$210.00 (donation from Parrott's and P Wood)
 6. Raffle: \$102.00
 7. Spaghetti Feed: \$630.00
 8. Brats and Brew Fest: \$540.12
- viii. Next meeting: TBD

d. **Finance:** (Chair Forrest Strickland)

- i. Forrest provided a financial report
 - I. General Checking: \$17,455.56
 - II. General Savings: \$ 9,710.38
- ii. Forrest made a recommendation/motion to the Board: To add Alex, the bookkeeper, to Our Community Credit Union Account so she can have access to our CD interest for bookkeeping purposes. Maureen seconded the motion. The motion carried unanimously.
- iii. Forrest reported that he and Velinda will be meeting soon to review the Variance Report as it seems there were some errors in applying funds to incorrect POA accounts by our new bookkeeping service. He believes this will reconcile the Variance Reports. In addition, he will continue to monitor the upcoming Variance Reports to ensure that they are correct in the future.
- iv. Forrest also reported that a final request for delinquent water payments from a member has not been acknowledged. The next step will be to send the account to a collection agency. Velinda said as the amount due is considered a "utility bill", so there will be no fees for the collection agency. See more information here: <https://paradise-service-associates.org/wp-content/uploads/2024/11/Oct-Treasurer-Report-2024.pdf>
- v. Next meeting: TBD soon.

e. **Marina:** (Chair Kip Miller)

- i. Kip provided a Marina Committee report. He said that Jack is currently working on the fingers for Dock B. It is assumed the entire project will be done sometime in December.
- ii. Marina reserve balance: \$48,789.05.
- iii. OURCU CD balance (10/31/24): \$104,423.62.
- iv. 2024 Marina Projects update:
 1. Final payment for the new docks will be made on December 29, 2024 - when our CD matures. The final fee will be \$114,151.98.
- v. Recommendations to the BOD:
 1. Kip provided a report on the latest Marina Committee meeting. Items discussed at that meeting included bumper installation, the Loyalty Program in February 2025, maintenance of the shoreline around the marina, and recommendations for the slip fees in 2025. A motion was made by Kip to charge \$400.00 for jet ski slips and \$800.00 for boat skips in 2025. Tina seconded the motion. The motion carried unanimously.
 2. Kip recommended we continue the Loyalty Program in 2025. He has offered to administer the program. In addition, he believes we should add the Loyalty Program to the PSA Rules. Discussion was had. Kip made a motion to add the Loyalty Program as a standing Rule for the future. Velinda seconded the motion. Motion carried unanimously.

Velinda asked Tina to put the language together for the new rule. Tina will likely have a Governing Documents Committee meeting after the Holidays so the new rule can be presented at the January Board meeting. See more information here: [https://paradise-service-associates.org/wp-content/uploads/2024/11/PSA-Marina-Comm-report-11-12-24 .pdf](https://paradise-service-associates.org/wp-content/uploads/2024/11/PSA-Marina-Comm-report-11-12-24.pdf)

vi. Next meeting: TBD

f. **Public Relations/Membership** (Chair Maureen Allen)

- i. Sheriff's meeting written report: None. Maureen said the meetings the past two months focused on Mason County elections. She said the second Thursday of the month meetings used to be held in Belfair but have recently moved to the Bistro in Lakeland Village. At the latest meeting she attended she learned from a speaker from the county judicial system that Mason County does not have a Prosecuting Attorney. The reason is that the county does not pay this position enough to maintain employment in the position. The county has recently been using Prosecuting Attorneys from other counties to "pinch hit" in Mason County criminal cases. But now they don't wish to work for Mason County as the County does not pay a reasonable wage. It is a real problem.
- ii. Kip said he learned that vandals are going around to different communities. Recently, the Lake Limerick community was hit with several incidents of petty theft and other vandalism.
- iii. Maureen reported our community has new owners at 10 E Shore Ct and 191 E Shore Dr. She said the new owner "Welcome" packets were recently sent to each of the owners.

g. **Water:** Velinda presented the report by Chair Will James.

- i. Committee report: Our booster pump controllers have been upgraded. Since the upgrade, Will has not received any faults or error reports. The mission communications monitoring and reporting system for the pump house has been restored as the motherboard and communications modem were replaced. Will is able to get daily summary reports via email and can remotely view the status of the system.
- ii. Will has attempted to get an asphalt company to repair part of the road on MLD, due to a main water line rupture last December. He has not received a response from any of the companies he has contacted yet. He is hopeful the job can be done by next summer. See more information here: <https://paradise-service-associates.org/wp-content/uploads/2024/11/Water-Committee-report-11-16-24.pdf>
- iii. Water checking: \$ 19,82.78
- iv. Reserve account: \$69,773.62
- v. CD's: (5) \$550,000 OUR CU at 5.26% matures 12/29/2024
 - I. 2024 interest: \$4,882.13 each x5 = \$24,410.65
- vi. Recommendations to the BOD:
 - I. Velinda made a motion to include inheritance as one of the service/property transfers that are not charged for (already transferred without a fee: marriage, divorce, or trust). The motion was seconded. Motion carried.
- vii. Next meeting: TBD via Zoom.

h. **Web Page** Group presented by Sue Lord

- i. Report: Sue reported she updates the Google Group with new owners as she learns

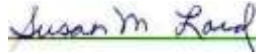
about them. She updates the appropriate website pages after board meetings and maintains the group calendar as dates become known.

j. **Block Watch** presented by Co-Chair Sue Lord

i. Report: Sue said she had only one incident to report to the Sheriff's Office in the past two months. She said it is a "good thing" there are few incidences to report upon lately.

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

Respectfully submitted,



Susan M. Lord