

PSA BOD MEETING MINUTES

Saturday, May 24th, 2025, 10AM

Location: The Hut

Officers and Board members in attendance (as per the sign-in sheet): Velinda Brown, Susan Lord, Maureen Allen, Kevin Killinger, Forrest Strickland, Kip Miller and William James (via phone call). Absent: Daniel McClough.

Association members present (as per sign in sheet): Warren Zeitelhack, Rob Koenig, Merrisue Steinman, Sue Swaser, and Larry Pazaski.

1. Velinda called the BOD meeting to order and acknowledged the meeting will be recorded.
2. Presidents Report:
 - a. Velinda said the Annual Meeting announcement will be sent by June 9th. Sue Lord offered to assist with the process.
 - b. She also announced that the 3rd Annual Memorial Weekend Community Give Away: Members are allowed to put things out on the street for free. Items should be removed by Monday, May 26th by 6PM.
 - c. Velinda said there are three current Board members who are up for re-election for the Board this year: herself, Daniel McClough, and Will James. Velinda said she will not be running for the board again at the conclusion of this term and considers this her official resignation announcement to be effective July 12, 2025. Maureen offered that she is also officially retiring (resigning) from the Board at the end of July, as well. Velinda said she will send a "call-out" to our membership to learn who may be interested in serving on our Board of Directors.
3. Approve March 15, 2025, BOD minutes: Velinda asked the Board if they had read the last Board meeting minutes. The members indicated they did so. Kip made a motion to accept the March meeting minutes. Maureen seconded the motion. Motion carried. (Will abstained from the vote.)
4. Old Business:
 - a. Velinda explained she intends to respond to Larry Pazaski's request for Marina financial information which he requested last January. Velinda said she had up to six months to provide the financial information, but Larry did not recall that he offered her that amount of time to provide it. Velinda read a transcript of his comments from the January 2025 Board meeting confirming the "up to six-months" comment. She explained as Larry was on the Board from September, 2018 through July, 2024, he has all the meeting minutes and general financials regarding the Marina dock project. She said she will provide him with the specific Marina contractor's payments by check and intends to do so in June.
5. New Business: Velinda said there was none to report.
6. Committee reports:
 - a. **Governing documents** Chair Tina Simms
 - i. Tina said she had nothing new to report.
 - ii. Next meeting: TBD
 - b. **Facilities** Chair Dan McClough

- i. Due to the Chair's absence, Velinda read Daniel's Facilities report. It included a long list of activities since his March report. Some of the actions were: installing a new foot traffic gate lock, filling holes in the peninsula, purchasing a push mower and weed eater, purchasing new security cameras and Wi-Fi enhancer for them. Also, bumpers on the docks were adjusted for pontoon boats. Upcoming tasks are uploading codes to foot traffic gate, installing the cameras in the park, and assessing and repairing the fixed swim dock brackets.
- ii. Velinda discussed the amount owed for the marina dock project by the park fund for a portion of Dock A. In the past, the Board voted that the park will pay for ½ of 30 feet of Dock A at a Board meeting held on January 21, 2023. Velinda has asked Kip to work with Lakeshore Construction for a cost estimate for that portion of Dock A.
- iii. Velinda said she put together a Facilities report of potential 2026 projects for budgeting purposes.
- iv. Recommendations to the Board: None currently.
- v. Launch update: Completed.
- vi. Park reserve balance: \$30,943.96
- vii. Next meeting: TBD

c. **Finance:** Chair Forrest Strickland reported the following:

- i. Forrest provided a financial report. He said a big issue is that there are still outstanding annual dues as of May 20th in the amount of \$3600.00 (12 lots). Late fees have also been assessed. He said he will be sending certified letters to the owners and if they do not pay, we will need to turn them over to a collection agency.
 - 1. General Checking: \$33,366.99
 - 2. General Savings: \$ 21,597.99
 - 3. Water Checking: \$20,792.01
 - 4. Water Reserve: \$93,717.49
 - 5. Moorage Reserve: \$34,166.16
 - 6. Park Reserve: \$30,943.96
 - 7. Five Water CD's: \$117,359.48 each.
- ii. Forrest said that everything from an accounting standpoint seems in order.
- iii. Forrest said the budget, as presented by the Finance Committee, will be discussed today and his hope is it will be approved by the Board so it can be presented at the Annual Meeting.
- iv. Proposed Budget: Forrest said the Proposed 2026 Budget is very straightforward. As we know what most fixed costs are (such as bookkeeping and utility costs), we were able to estimate income and expenses. When you look at our income v. disbursements, we usually come in at around \$5,000.00 in excess. This year, we found a \$7,200.00 excess which is consistent with the past. He asked if there were any questions. LarryP asked who prepared the park budget. Velinda said she did based on past recommendations by Daniel which had not been fulfilled yet. After no further questions, Sue Lord made a motion to accept the proposed 2026 budget. Forrest seconded the motion. Motion carried unanimously.

Kevin said we should ask the County to place "turtles" (small white speed bumps, which work like a rumble strip) at a few locations in our community to remind drivers to slow down. We can request the job to be included in their 2026 budget, but we will need to do so as soon as possible as their budget may need to be set in June. There was some discussion, including whether we can request the number of placements – perhaps up to three locations – or whether they decide where to place them. Velinda

asked Kevin to work with the County in answering the questions and report back to the Board.

d. **Marina:** Chair Kip Miller reported the following:

- i. Kip said the Marina dock project passed the County's inspection on April 19. He installed 6 fire extinguishers and lifesaving rings on the docks. There is one additional item that needs to be addressed: Three ladders have not been installed yet. PSA Marina purchased 15 jet ski docks at the cost of \$38,250.00 and were installed by volunteer members of the community on May 17th. Kip reported that all boat slips and jet ski docks are sold out. There are two slips that are not useable by power boats (too shallow), but they may be fine for additional jet ski moorage.
- ii. Marina reserve balance: \$34,166.16 which will be used to pay the investors on July 1.
- iii. Recommendations to the BOD: The Board may decide in the future to purchase additional jet ski docks as there is room for more.
- iv. Discussion was had about Park funds reimbursing the Marina project for one gangway and for ½ of 30% of Dock A as per a vote by the Board on January 21, 2023.
- v. Next meeting: TBD
- vi. Marina fund raisers:
 1. Polar Plunge: \$212-\$64 expenses= \$148
 2. Cinco de Mayo: \$145- no expenses= \$145

e. **Public Relations/Membership:** Chair Maureen Allen reported the following.

1. At the recent Sheriff's meeting discussion was had about "Flock Readers". These are cameras which record license plates in several communities that have high crime. The readers are not affiliated with the Department of Transportation and are not maintained by our PUD. They are owned by a private company but can be leased by municipalities. The information recorded is owned by Flock. She also reported that the Sheriff Department would like to have owners of private security cameras (such as Ring) to let the department know in the event they need to review the footage during a crime investigation. Maureen reported that the Sheriff Department still needs a Jail Chief.
2. New owners: Sales pending for 320 E Mason Lake E and 351 E Mason Lake Dr E.

f. **Water:** Chair Will James provided the report which Velinda Brown presented.

- i. There were incidents last month which may have involved a power spike that caused a voltage fault on the water pump controllers and took them offline. Will contacted the electrician from NW Water who was able to reset the controllers and get the pumps running. Will and the electrician deduced the problem was a fault in the generator block heater causing the generator to fail to start. They reset the system and observed all was working normally. The next night, the same problem occurred. Will was able to reset the controllers and inspect the system. There have been no other occurrences of this nature, since. But he is continuing to monitor the water system daily. He asked members to contact him or NW Water if they experience water system problems.
- ii. Water checking: \$20,792.81
- iii. Reserve account: \$93,717.49
- iv. CD's: (5) \$117,359.48 each as of April 30, 2025 (\$586,797.40 total)
- v. Recommendations to the BOD: none
- vi. Next meeting: TBD

- g. **Web Page** Chair Susan Lord reported the following.
 - i. She continues to update the Google E-mail Group per instructions from the President.
 - ii. She routinely updates the webpage with upcoming events and posts Board member reports and approved minutes after each Board meeting.

 - h. **Block Watch** Co-Chair Sue Lord reported the following.
 - i. There has been one “incident” reported during the past two months. A member who lives on Olympic Drive had her truck’s locking gas cap broken and fuel was stolen from the tank.
7. Other matters that may properly come before the Board.
- a. Larry had questions about the volunteer activities to take place after the meeting. Velinda asked Dan Simms to describe the installation of new wireless video cameras. Dan said new Real-Link cameras are being added to our security system. We do need several SD cards and Velinda asked them to let her know exactly what is needed and she will order them for the cameras as soon as possible.
 - b. Merrisue thanked the Board and all the volunteers for what they have accomplished over the past several years.

A motion was made by Will to adjourn the meeting. Tina seconded the motion. Motion carried unanimously. Meeting adjourned at 10:49 a.m.

Respectfully submitted,



Susan M. Lord, Secretary