

Paradise Service Associates (PSA)
Board Meeting Minutes
Sunday, September 21st, 2025, 10:00 AM @ The Hut)

Board members present: Kip Miller, William James, Susan Lord, Tina Simms, Dan Wolfe, Daniel McClough, and Kevin Killinger.

Association members present: Rob Koenig, Dan Simms, and Larry Pazaski. Jerry Swaser, Caretaker, was also present.

1. President Kip Miller called the meeting to order at 10:00 am and acknowledged the meeting was to be recorded.

A motion was made by Sue Lord to approve the July 21, 2025 meeting minutes. Tina seconded the motion. The board approved unanimously. Secretary Sue Lord also reported the May 24, 2025 meeting minutes were approved in an email vote by a majority of the Board at five “yes” votes. There was one abstention and one “no” vote.

2. Kip provided his President’s Report.

- a. Kip said the Labor Day Event was a “huge success”. He said his goal was not necessarily meant for it be a fundraiser, but to be more like a “block party” for the community. Nevertheless \$415.00 was raised from the event.

- b. Kip reported that he receives five to six calls per week from real estate agents about whether short-term rentals are allowed in our community. He believes their whole goal is to base their listing on the ability to access our private park. Discussion was had. It was noted that many years ago the owner needed to accompany their guests to the park and check in with the caretaker. Since then, an owner may present the form listing family member names to the caretakers thus allowing those guests to gain access for the season. It has been observed that STR owners may list their paid guests as “family members.” Jerry confirmed that if names are not on the original list, the caretakers will give them another sheet to add names.

Will said we need to strengthen our governing documents. Otherwise, we may need to ask homeowners to accompany their guests to the park again. Kip suggested a Facilities meeting should be scheduled to address this issue.

3. Committee Reports:

- a. **Facilities**

- i. Chair, Daniel Wolfe, said he has no written report, but he has been meeting with Jerry and Sue and making lists of things to accomplish in the park.
- ii. He said he has created the caretakers' winter contract and is working on the summer contract as well. Dan requested an Executive Committee meeting immediately after the Board meeting to approve the winter contract so Jerry and Sue can sign soon.

- b. **Water System**

- i. Will James, Committee Chair, reported that 24 accounts exceeded their water allotment in the past two months. Members are urged to turn off their water at

the meter when leaving for an extended period. This will potentially help prevent leaks and thousands of dollars in water charges and costly repairs. He said there were three incidents in the last month where we had a voltage fault on the water pump controllers that took them offline causing a reduction in pressure. He said he fixed the issue, tested the system, and studied the manual. Will believes there is an auto-restart feature for the controllers which he can enable that will help prevent this from happening again. He intends to implement the change after the meeting today.

Will also reported his concern about output capacity. He believes one pump is not handling the daily load as easily as the other. He believes there is excessive wear and tear of the pump and that both pumps may be either under-powered, or too small for the task. So, he had asked Northwest Water to draft a bid to investigate/evaluate our pumps and make recommendations to our community. Much discussion was had as some areas in our community have less water pressure than most. This may cause concern when there is a loss of water pressure which may result in a boil water recommendation.

Will also said he understands there may be a need to install pressure relief valves for the lower part of the water system. He intends to ask Northwest Water to create a bid to evaluate whether the system needs these valves or not. He will let the board know at its next meeting.

- ii. Pump evaluation proposal: Will presented the proposal to the Board prior to the meeting. He made a motion to “Accept the Northwest Water Systems bid for evaluation of our pump system at a cost not to exceed \$5,500.00.” Sue seconded the motion. The motion carried unanimously.
- iii. Will plans to have a Water committee meeting sometime after the evaluation is completed. The committee can assess the recommendations and any need to raise rates in the future. Meeting date TBD.
- iv. Board member, Tina, said she recently found an email from Will regarding the water system in her computer’s “junk mail account”. She suggested we investigate an app called “Flash Alerts” for texts and email. It is a subscription for “mass” texts and email. Tina offered to research this product and present it to the Board at its next meeting.

c. Marina

- i. Kip Miller, Marina Chair presented a report. He said that due to an administrative error - overselling of a jet ski slip - a refund was issued to a member. Corrective measures will be taken to prevent future oversell situations, including improved tracking and verification of available slips.
- ii. Kip said there are no plans to purchase more jet ski docks, yet. There may be opportunities in the future to do so. He said we must first make our annual payment to the investors each year.
- iii. Kip said he has some thoughts on minor changes to the Marina Loyalty Program. He would like to call a Marina Committee meeting in the future to address possible concerns.

d. Finance

- i. Sue Lord, Finance Committee Chair, presented a PSA account report:
 1. General Checking: \$28,666.30
 2. Water Checking: \$30,175.47
 3. Marina Checking: \$17,155.61
 4. Park Savings: \$7,592.43
 5. Water Reserve: \$103,980.77
 6. General Savings: \$21,598.72

She also reported that each of the five Water System CD's earned \$395.48 in interest for August. Each CD is now worth \$118,920.90. She also reported there is one lot owner who has outstanding 2025 dues and has been sent to a collection agency. Any other members who have 2025 dues late fees will have those fees added to the 2026 dues invoices. She asked that any expenses incurred on behalf of PSA that requires reimbursement must use the PSA *Expense/Reimbursement Form* located under "All Forms" on PSA's website. Board members with PSA credit cards do not need to use the form for credit card purchases but need to inform Sue which account the purchase should be charged.

- ii. Variance Report: None. This report was not provided by our bookkeeper prior to the meeting.
- iii. Sue reported she has secured and paid \$200.00 for rent of the MBC clubhouse for the Board of Director Meetings for the months of November 2025, January and March 2026.

e. Governing Documents

- i. Tina Simms, Committee Chair said she had nothing to report.
- ii. Tina announced the upcoming "Beers and Brat's" Oktoberfest dinner to be held Saturday, September 27th from at 4:00-8:00 pm at the MBC clubhouse. Tickets are available on the MBC website. She said there are Parrotts' events listed on the board at the Hut. Tina said she is looking at the calendar and has tentatively selected Saturday, December 13th for a Campfire and S'mores gathering at the park.
- iii. Tina will arrange for a committee meeting as there is need to review some of our governing documents.

f. Web Page

- i. Susan Lord, Committee Chair, said she continues to attempt to keep the webpage up to date.

g. Membership/Public Relations

- i. Daniel McClough, Committee Chair, had just received his committee materials and had nothing to report. Sue said she would share with him what she knows about the duties of this position. She said there will be some new members, but she must do a couple of things before she can let Daniel know when it is appropriate to send the new member letter/packet.

h. Block Watch

- i. Sue Lord, Committee Chair, reported there have been several incidents since her last report. In the past month there have been two members reporting

gasoline theft from their vehicles and a boat. Also, a concerned neighbor reported what they thought was a “drug house” in our community. These issues have been reported to the Mason County Sheriff’s office.

i. **Closing Comments by Kip**

Kip said he wanted to comment on a few things. He said that Larry Pazaski had some valid points in the past regarding funding. Kip said we need more transparency. He said he would like to work with Sue (PSA Treasurer) and our bookkeeper about creating Profit/Loss Statements that show the budget, income, and expenses for the marina. He would like to do the same for our park accounting. “We have to do a better job”, he said. He assured Larry that the general membership does not pay for the marina. The marina investors are paid by marina funds, only.

At 10:43 am, Larry P thanked Kip, saying his concerns are to protect the Association and the Board. Larry then provided several sheets of paper to the President and Secretary/Treasurer asking for copies of all invoices related to the demolition and construction of the marina. Kip said he understands the request and, in turn, asked Larry to be more respectful of civility and respectful of time at our meetings. Discussion was had. Larry and Kip disagreed about the Revised Code of Washington: 64.38.45 with regard whether copies of checks must be provided to Larry as he had requested.

The meeting was adjourned at 10:51 a.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Susan M. Lord". The signature is written in a cursive style and is underlined with a green line.

Susan M. Lord, Secretary/Treasurer