



PARADISE COMMUNITY CLUB, INC.

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**PCC Board Meeting Minutes
March 12, 2017**

The meeting of the Paradise Community Club Board was called to order at 1:03 PM at the PCC Office – 151 Nisqually Way, Ashford, WA - PCC President, Bill Balcom presiding.

All guests were asked to sign the guest sign-in sheet. Attendance is reflected below.

Board Members Attendance:

Bill Balcom (President)	Bill Krause (Vice President)	Brett Anderson (Secretary)	Joan Williams
Calvin Porter	Julie Caldwell	Steve Olson	Chuck Mitchell

Staff Attendance:

Cecile Roy (Office Clerk)	Ben Pacatte (Water Manager)
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The guests in attendance included: Darlene Krause, Rod Glyzinski, Erika Broska, Jessica & Mark Temple, Ben Anderson, Paul Nerge, Jason Caldwell, Linda Dorr, Joyce Mitchell, Kathy Balcom, Dennis Day and Sam Spade.

OLD BUSINESS

Bill Balcom asked the Board to review the minutes of the January 8, 2017 Board Meeting. Brett pointed out that a leftover word artifact that needed to be removed. After it was removed, Joan Williams motioned that the minutes be accepted as written. The motion was seconded by Chuck Mitchell and there were none opposed. Motion carried.

UPDATES on ACTION ITEMS

- 1- **Letters Sent Regarding Shipping Containers** – The letter was drafted by Brett and approved by the Board. The deadline to remove the containers is 6/23/17. Julie Caldwell stated that she was asked if a container would be allowed if it is covered with wood and potentially a roof. The Board discussed briefly but stated that these structures would not be allowed for a few reasons:
 - a. An acceptable appearance would be subjective and vary between instances. What looks good to one

person may not look good to another and there is no uniform code to measure acceptability.

b. Cargo containers are not allowed within our Membership Handbook or Covenants.

c. Our general membership voted to ban them, not disguise them.

- 2- **Sex Offender Residing in Paradise Estates** – Brett reported that he spoke with Detective McGinty from the Lewis County Sheriff’s office about whether or not a registered sex offender resides within our community. The detective confirmed that a tenant on Pyramid Lane was in fact convicted in 2006 for Child Molestation – 3rd Degree. Since our HOA rules and regulations don’t preclude registered sex offenders, we are not able to “evict” him. Further, the detective stated that we could not harass or threaten him in any way. This includes putting his name or image on our website or on community flyers. However, we are encouraged to inform the parents of any kids (especially girls) that are seen on or near his property. Since this resident is a tenant, it is also permissible to inform his landlord of the facts of the case, which involved 7-8 year old girls. A member asked if the fact that he is a felon means he can be barred from renting. Brett stated that rental criteria is set by the landlord but recent Washington State legislation has listed felonies as another item that cannot be used to preclude tenancy. A suggestion was made to look into revising our rules and regulations to state that members cannot rent to registered sex offenders (a class that is not protected). Brett has the action item to seek advice from our attorney on this matter.

NEW BUSINESS

TREASURER’S REPORT

The Treasurer’s Report was read by Cecile Roy (Sonja Maddux was out sick). Cecile stated account activity and balances for the period ending 2/28/2017 as follows:

PARADISE COMMUNITY CLUB, INC. MONTHLY TREASURER REPORTS PERIOD ENDING: February 28, 2017

Savings Account Balances as of February 28, 2017

CD – First Citizens	\$31,955.34
Savings	\$20,847.81
Total	\$52,803.15

Checking Balance as of December 31, 2016

Deposits for the months of Jan-Feb 2017	+\$95,089.26
Expenses for the months of Jan-Feb 2017	- \$44,514.95

Checking balance as of February 28, 2017

Total Financial Assets

\$82,033.59

\$134,836.74

A motion was made by Bill Krause to accept the Treasurer's Report as read. The motion was seconded by Chuck Mitchell. None Opposed – Motion carried. Sonja also requested that she limit her time in the office until her health recovers. She will continue to come in to sign checks and other documents related to her role as Treasurer. The Board agreed to accommodate her request.

WATER SYSTEM REPORT – Ben Pacatte

Ben reported that our system status remains green and that he is getting feedback of improving water quality. Unfortunately the water line serving Kautz Place ruptured recently and required emergency repair. Further, it was determined that this legacy pipe is failing in 3 places and needs to be replaced before it ruptures again. It appears that the existing line was installed without surrounding it with the proper materials. The Board recognizes the risk of this tenuous situation and discussed repair options. Brett made a motion to secure a bid as soon as possible and, providing it falls in alignment with other like-sized projects (\$15K-\$18K), immediately proceed with permitting and construction. The motion was seconded by Bill Krause and there were none opposed. Motion carried. Bill Balcom will solicit job bidding and file for the required Lewis County permit. It should be noted that the recent break also caused some damage to the asphalt on Kautz Place and may require patching once the work is complete. Brett stated that the Board is watching finances very closely to ensure that PCC can fund not only operations but the necessary capital projects that come along. Given the recent rupture of the Kautz line, the Board wants to assume that all remaining cul de sac lines will need to be replaced over the coming 4 to 5 years. These include: Winthrop Place, Stevens Place, Pyramid Lane, Tahoma Way and Mowich Way.

Ben then reported on the meter upgrade status. He has 25 registers in stock and weather will soon allow for their installation. Ben stated that he had encountered a new issue with 5 or 6 meters. The issue is that previous line breaks or poor initial installation practices have allowed small pebbles into the distribution lines and this debris has gotten caught in some of the meter spindles. This means that water can flow through the meter without the meter registering usage. The easiest way to correct this situation is to replace the entire meter. Then the affected meter can be cleaned out and upgraded with the new register and replaced. Because of this issue, Ben requested that we purchase 25 full meters at this time, along with 25 more meter registers. Brett estimated the cost at \$6,250 for the whole meters and \$5,000 for the registers. The Board discussed association finances and cash flow, after which Chuck Mitchell suggested we order the full meters now and delay any additional registers until we get closer to being ready to install them (assuming financials support the purchase at that time). After further discussion, Brett motioned for approval to order the 25 full meters at this time. The motion was seconded by Chuck Mitchell and there were none opposed. Motion carried. Ben verified that he has the correct SKU so that he can place the order.

Brett Anderson reported back that it appears there is no viable option to install a snow plow attachment on the front end of our tractor. Bill Balcom added that the rear-mounted PTO snow-blower runs about \$6,000 and is a luxury we can't afford.

Ben also mentioned the difficulty he had in keeping fuel supplied to our well generator during the most recent power outage (4-days in duration). Bill Balcom stated that he recognizes this issue and is seeking a solution that would allow us to store more fuel. Options like more fuel containers, a larger container for the Van, a trailer mounted tank, and others will be considered. Bill also reported that the vendor APP has proven to be most difficult to work with and it appears that we will not be using them. Instead, we will explore an account at the Ashford gas station. Ben will check into either an invoiced account or a gas card that can be used at the Ashford gas station. Bill Balcom stated that we should be able to apply for a rebate for the road tax portion of the diesel if we keep good consumption records as well.

OFFICE ISSUES – Cecile Roy

Cecile reported that 6 members have not yet paid all of their 2016 dues. 51 members have not yet paid all of their 2017 dues.

Currently no members (except those under foreclosure) have liens in place but two lots will soon have liens put in place for overdue balances.

Foreclosures have decreased to 3 members' properties and the total amount owed now stands at \$44,641.16.

Lots 221, 222, 223 & 224 – continues to accrue late payments and remains listed for sale on the Multiple Listing Service (MLS). Chuck Mitchell reported that there are new signs posted at the property but has not noticed recent activity onsite. Brett will contact the listing agent to see if any progress has been made and to make sure that he is aware of the significant debt owed PCC. Total owed is \$38,077.28.

Lot 307 – We are still receiving regular catch-up payments on this property and have recently been contacted by a buyer's agent to provide the specific amounts owed. We are therefore optimistic that we will receive the amount in arrears in the coming weeks as a result of sale. Total owed is \$2,061.52.

Lot 117 – This lot appears to have been abandoned by the owner and should soon have an announced date for Sheriff's Sale. Total owed is \$4,502.36, which includes legal expenses. The Sheriff's Sale will sell the property to the highest bidder. If the minimum bid (amount owed for all fees to PCC, Court and Sheriff) is not met, PCC will inherit the property.

Lot 128 – This lot was sold on 1/20/17 under Lewis County Tax foreclosure. While a tax foreclosure can mean that all other liens (including PCC's) are not honored, the sale amount was high enough for this lot to result in just over \$600 being returned to PCC.

Brett reported that he replaced the battery for the office alarm system. The old battery was over 10 years old and would not support the system during an extended power outage. Cost was under \$20.

FIRE DEPARTMENT REPORT – Paul Nerge

Paul reported that there was no current activity to report on from the Fire Department.

COMMUNITY WATCH – Paul Nerge

Paul Nerge reported that the last Community Watch Meeting was held on 2/25/17 and there were no major incidents reported. He said most of the discussion centered on complaints about dogs, geese, and nearby hunting. Chuck Mitchell stated that they also discussed the problem of speeding cars within our community. Brett stated that he would address speeding later in the agenda. The next Community Watch meeting is scheduled for 10:00AM on Saturday, 4/29/17 (at the PCC Office).

FINANCE COMMITTEE – Calvin Porter

Calvin reported that the last Finance Committee Meeting was held on 2/15/17. There were no financial discrepancies identified. The next Finance Committee Meeting is scheduled for 10am on 4/19/17 at the PCC Office. As always, anyone from the general membership or PCC Board is encouraged to attend.

Calvin also presented the 2018 Proposed Budget to the Board for review, discussion and approval to add to the 2017 Annual Meeting Ballot. After reviewing the budget highlights and entertaining a brief discussion with the Board, Bill Krause motioned that the budget be approved to be placed on the Annual Meeting Ballot. The motion

received a second from Chuck Mitchell and there were none opposed. Motion carried. A copy of this budget is attached.

COMMUNITY RELATIONS

1 - Emergency Management – Steve Olson

Steve spoke about the importance of remaining aware of your surroundings and thinking about the welfare of your neighbors. He cited an example of offering to shovel snow from driveways. Steve also cited the Oroville Dam issue in California that resulted in mass evacuations where roads were so clogged, some people gave up after several hours and returned home. Those who left right way were the successful ones. Steve mentioned that it is sometimes hard to get people's attention. This seemed like the perfect opportunity for the Board to present him with an electronic megaphone for use in Emergency Management drills or events.

Brett provided a draft version of the Generator Startup/Shutdown Procedure and is awaiting feedback for potential edits. Once finalized, the procedures will be laminated and hung near the office electrical panel.

GROUNDS / MAINTENANCE REPORT – Julie Caldwell

1 – Property Issues (Outstanding)

Julie Caldwell reported that all property issues that letters were written for, have been resolved with one exception (Lot 133). Julie will author a follow up letter stating that, while some improvement has been made, further cleanup is required.

2 – Property Issues (New)

Lot 334 – This lot has a truck and a boat parked on the road. Additionally, a utility trailer has been parked on the other side of street (lot# TBD). Bill Balcom will check Pyramid to make sure they are still a problem and will inform Julie of any necessary letter.

Julie stated that she still gets complaints regarding the small reddish cabin on Mowich Way. Brett will write any necessary letter, once the property has been reviewed.

Drive by Pyramid and Bridges & Red cabin.

A member complained about the condition of a lot near the West end of Nisqually Way. Another member stated that the mobile home on that lot was moved in years ago as a mother-in-law type exception so that a family member could be cared for. He further stated that it was to be removed if that family member no longer resided there. It was suggested that Lewis County Code Enforcement be contacted as there are two homes on this single lot and the associated family member has not lived there for some time. Brett to contact Code Enforcement to check on this lot's status.

3 – Water Levels / Diversion Dam

Water levels are still looking good – no action required at this time.

4 – Dog Updates

While Cecile had no new dog complaints to report, Julie Caldwell mentioned that dog feces is becoming more commonplace along the roadsides. A couple of the members in the audience also agreed with this. Brett has taken the action item to emphasize this issue in the Spring newsletter.

5 – Repaving Petition Status

Bill Balcom stated that he has been informed by Lewis County Public Works that our main roads are on the schedule for repaving in 2018. This will include chip sealing for the shorter roads within Paradise Estates.

6 – Signage (Hunting, PCC vs. Bavarian Boundaries, Speed Limits, Van)

Brett reported that the magnetic signs for the Van are now installed. Additionally, he is currently in dialog with Lewis County to see if more Speed Limit signs can be added, as an effort to slow drivers down. The community has only 1 speed limit sign (25 MPH) at the entrance. Other items falling under this topic are on hold awaiting better weather. Speeding will be another item emphasized in the Spring newsletter. Chuck Mitchell asked if anyone knew who might be contacted to explore borrowing or renting an unattended Speed Limit Trailer. Chuck then agreed to look into this with local law enforcement.

9 – Parking on Street

Resolved at this point. – Except for the vehicles parking along Pyramid Lane.

GOOD OF THE ORDER – Bill Balcom

Bill Balcom asked the Board to solidify and recap the dates for this year’s community event. They are:

- 3/18/17 – Free Senior Breakfast at Lion’s Club
- 5/6/17 - Spring Clean-up Day
- 5/7/17 – PCC Board Meeting
- 6/25/17 – PCC Annual Membership Meeting
- 7/15/17 – Annual Picnic

A member asked if we could rent a Sani-Can for the lake during the summer months. Bill Balcom explained that his experience with them in his former state position was that they are more trouble than they are worth. He further detailed the high cost of regular pumping this far out. Brett also mentioned that a park in his neighborhood installed one after decades without one. The result is that thieves now camp vehicles next to it and watch to see when homes are unattended – then go commit burglaries. While the topic comes up every year, there is still no good solution.

With no further issues reported, the meeting was adjourned at 3:11 PM (Motion Bill Krause, Second Brett Anderson). The next regular PCC Board Meeting would normally fall on May 14th, which is Mother’s Day. The Board has therefore elected to move the meeting to Sunday May 7, 2017 at 1pm at the PCC Office.

Respectfully submitted,

Brett Anderson, Secretary _____ Date _____

Attest: Bill Balcom, President _____ Date _____