



PARADISE COMMUNITY CLUB, INC.

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**PCC Board Meeting Minutes
May 15, 2016**

The meeting of the Paradise Community Club Board was called to order at 1:05 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)	Sonja Maddux (Treasurer)
Calvin Porter	Julie Caldwell	Joan Williams	Steve Olson

Staff Attendance:

Cecile Roy (Office Clerk)	Ben Pacatte (Water Manager)
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The guests in attendance included: Darlene Krause, Rod Glyzinski, Shirley Anderson, Erika Broska, Mark Temple, Chuck Mitchell, Joyce Mitchell and Julie Edwards.

OLD BUSINESS

Bill Balcom asked the Board to review the revised minutes of the March 13, 2016 Board Meeting. After review, Joan Williams motioned that the minutes be accepted as written. The motion was seconded by Calvin Porter and there were none opposed. Motion carried.

UPDATES on ACTION ITEMS

1-Order of 40 Water Meter Registers – The 2nd set of 40 meters has been received and there are 25 left to install at this time. 121 meters are not sending their readings via radio frequency. Ben continues to focus on full-time users first, part-time users next, and then lots that have little or no usage. Brett asked Ben to work to determine a count for each category of user, so that we can manage future orders most efficiently.

2-Bavarian Village’s Use of Lake Holiday –After looking through past minutes and other office files, nothing was found that relates to any sort of agreement between Bavarian Village and Paradise Estates (PCC). A

discussion was held regarding the inherent ambiguity surrounding these two neighborhood associations. The main amenity that seems to be utilized by some of the Bavarian Village owners or tenants is the use of Lake Holiday and its kid toys and picnic shelter. Can they use it? Should they pay for use? A member of the audience stated that “It’s only fair that those using the area contribute something toward its maintenance”. It was unclear who the current Bavarian Village President was and Brett suggested we determine this and then meet with them to discuss further. Ben Pacatte volunteered to get the name of the current or acting President at Bavarian Village.

NEW BUSINESS

FIRE DEPARTMENT REPORT – Beth Marzano

Beth Marzano and Paul Nerge were absent, so Brett Anderson reported that he attended the last Fire Commissioner’s Meeting as a guest on March 23, 2016. At that meeting he informed the Commissioners that the PCC Board would like to better understand the relationship and current agreement with regard to the fire station that resides within Paradise Estates. Phil Farcy described the agreement as best he could and took the action item to obtain the latest version of the written agreement between PCC and LCFD #17. Subsequent to the meeting, Brett and Phil reviewed the document to see if anything needed to be addressed. On the surface, the document looks complete and thorough and remains in effect. The building sits on PCC land and is technically owned by PCC. It is however managed and maintained by LCFD #17. PCC receives no income from it nor is encumbered with any expenses (except for the property tax on the land). If either entity ceases to exist, the other will inherit ownership and full responsibility for managing the structure.

1 - TREASURER’S REPORT

The Treasurer’s Report was read by Sonja Maddux and stated account activity and balances for the period ending 4/30/2016 as follows:

**PARADISE COMMUNITY CLUB, INC.
MONTHLY TREASURER REPORTS
PERIOD ENDING: April 30, 2016**

Savings Account Balances as of April 30, 2016

CD - Timberland (Transferred to Savings on 4/29/16)	\$ 0
CD – First Citizens	\$31,955.34
Savings	\$20,837.71
Total	\$52,793.05

Checking Balance as of February 29, 2016	\$72,928.19
Deposits for the months of Mar-Apr 2016	+\$28,511.05
Expenses for the months of Mar-Apr 2016	-\$18,285.53

Checking balance as of April 30, 2016 \$83,153.71

Total Financial Assets**\$135,946.76**

A motion was made by Julie Caldwell to accept the Treasurer's Report as read. The motion was seconded by Calvin Porter. None Opposed – Motion carried.

As indicated above, the Timberland CD was cashed in on its renewal date and the proceeds were deposited in the Savings account. This was done to consolidate to Key Bank, making banking trips to Morton or Puyallup unnecessary.

2 – ASSET TRANSFER

Brett started a discussion regarding the transferring of funds (\$5,000 from Checking) to our reserve funds. After reviewing our forecasted income and expenses, Brett motioned to transfer the above amount when convenient. Steve Olson seconded the motion and there were none opposed; motion carried.

WATER SYSTEM REPORT – Ben Pacatte

Ben reported that our system status remains green and that the contamination issues recently causing a boil alert in Ashford, had nothing to do with our water system.

Ben stated that Holocene Drilling (outside well consultant) still had not provided their report of findings regarding the pressurized filter tanks/valves in Well House #4. He found the name of the company that originally installed the filter system and will call them if he doesn't hear from Holocene this coming week.

Ben also announced that the USDA will be performing a security assessment on May 25, 2016. Brett recommended that a Board Member attend this assessment as well, in case it requires historical perspective. After a brief discussion, Brett volunteered to attend the review with Ben.

Ben stated that he had 25 meters left to install before we will need more. Because of time demands, he is not yet ready to seek approval for the next order. He will reach out to the Board when he is ready for us to review a request for more meter registers.

Ben suggested that the association purchase a pressure washer when funding permits. One is needed to clean the water reservoir tanks and would also be useful for other association maintenance tasks.

The Board discussed the benefit of procuring a vehicle that could be used by the water department, as well as for other PCC maintenance needs. Some research has been done on this topic by various Board members. This information and other concerns were discussed. What type (UTV, Pickup, ATV, Golf Cart, Gas, Electric, etc.) and size of vehicle would be most suitable? What age or mileage could be considered? Is 4WD required? What brands are most feasible – Kubota, Honda, Ford, Chevrolet, Dodge, Gem, Polaris, etc.? After much discussion, Brett made a motion that the Board should research pickup trucks from major brand manufacturers but to first conduct a cash flow forecast for the rest of 2016, making sure that all known fixed and discretionary expenditures are accounted for. The motion was seconded by Joan Williams and there were none opposed. Motion carried. Bill Balcom and Calvin Porter agreed to take the lead regarding the research.

OFFICE ISSUES**1-Accounts in Arrears – Sonja Maddux/ Cecile Roy**

Two members remain with liens in place and the outstanding balance owed has dropped to \$1,349.14.

Foreclosures have dropped to 2 members' properties but the total amount owed has increased from \$30,580.05 in March to \$30,948.24 as of 4/30/16.

Lots 221, 222, 223 & 224 – Are continue to accruing late payments and we continue to wait for the mortgage foreclosure to complete. The property is no longer under the management of Bank America Corporation Field Services and is now the responsibility of Fannie Mae. It is hoped that this means it will soon be made available for sale, allowing PCC to collect at least some of the arrears via the escrow process.

Lot 307 – We are still receiving regular payments while this property remains listed on the MLS. Foreclosure is therefore currently suspended.

Lot 272 – This lot was recently listed for sale by PCC and is no longer classified as a foreclosure. The Board discussed the attributes of this unimproved lot and after discussion, agreed to set the asking price at \$9,000.

COMMUNITY WATCH – Paul Nerge

In Paul Nerge's absence, Steve Olson reported that the last Community Watch Meeting was attended on 4/30/16 by 8-9 people. The next Community Watch meeting is scheduled for 10:00AM on Saturday, 6/25/16 (at the PCC Office).

The Sheriff's Office has referred us to the Lewis County Sex Offender website as the only official source of information regarding sex offenders. http://www.sheriffalerts.com/cap_main.php?office=54477

FINANCE COMMITTEE – Calvin Porter

Calvin reported that the last Finance Committee Meeting was held on 4/20/16. There were no financial discrepancies identified. The next Finance Committee Meeting is scheduled for 10am on 6/15/16 at the PCC Office. As always, anyone from the general membership or Board is encouraged to attend.

COMMUNITY RELATIONS

1 - Emergency Management – Steve Olson

Steve reported that Pierce County Emergency Management held a free first aid class for our community on 4/30/16. 6 attendees for the 5-hr class (pot luck format). Strenuous class but well worth the time. Calvin added that the session was a great refresher and included a lot of information that is easy to forget over time. Steve also reminded attendees that a "Go Bag" with water, food and medicines is highly recommended, as you never know when the event (volcano or otherwise) will strike.

Steve also informed the audience about the Cascadia Rising drills that will be held throughout Western Washington from June 7-10. These drills are designed to better prepare our first responders for a Cascadia subduction zone earthquake. Seismologists place the 50-year odds as a 1 in 3 chance of such an event (forecasted at a 9.0 quake with a significant Tsunami).

Steve further reported that Mt. St. Helens appears to be recharging Magma, due to the myriad of small quakes surrounding the mountain in recent months.

Brett asked Cecile if she could check with Gary Olson to see how long our 5 fire extinguishers were valid. Cecile will call Chief Olson.

2 – Annual Picnic – A reminder that this year’s Community Picnic will be held on 7/23/16 (11am – 1pm at the PCC office). Burgers, dogs and snacks will be provided.

3 – Annual Meeting Assignments – Brett reported that the annual meeting info/voting packet is scheduled to be mailed this coming week. Bill Balcom and Bill Krause reported that Kathy Balcom and Darlene Krause will work together on purchasing food for the Annual Meeting.

4 - BBQ - Brett mentioned that the BBQ he had donated is now in need of replacement. He suggested that perhaps the association should buy one so that we don’t have to transport heavy units to and from the office for the picnic or other similar events. Bill Krause volunteered to donate a propane tank if we purchased a BBQ. Joan Williams motioned that we allocate \$200 to purchase a propane BBQ – 2nd was provided by Brett – none opposed - motion carried.

GROUND / MAINTENANCE REPORT – Julie Caldwell

1a – Property Issues (Outstanding)

Julie Caldwell reported that the majority of owners who were sent letters previously have complied with our requests and she has followed up with thank you letters. The two remaining properties will require follow up.

1b – Property Issues (New)

Cecile reported that members had lodged two complaints related to dogs. The first involved 2 dogs from Bavarian Village, which is outside of PCC jurisdiction. The second was a complaint of a dog on Osborn Rd that is charging other dogs being walked on a leash. Julie Caldwell to send a letter to the owner.

2 - Lake B-Day Party – Cecile stated that she had a request for a youth birthday party at the picnic shelter at the big lake. The Board had no issue with this type of request – providing no alcohol is consumed.

3 – Repelling Geese from Big Lake – Bill Balcom stated a thank you to Dennis Day for continuing to work this issue. His efforts have kept the geese away from the play area end of the lake most of the time and they are raising their young elsewhere.

4 – Spring Lake Stocking Decision – Because of the historically low lake level, abuse by non-members and the need for funding to replace water meters, fish will not be ordered this Spring. Trout Lodge, our supplier is also no longer in this business; they have referred Steve to another firm, which he will research for possible future fish purchases.

5 – Lake Inlet Status and Proposal – A proposal has been received from Morningstar Excavation to redo the inlet to Lake Holiday (from Big Creek). This work will require a permit from Fish & Wildlife. Bill Balcom requested approval to start the permit application process, as it can at times be a lengthy endeavor. There were no concerns with this effort but the Board will need to review and understand the proposal’s details and check cash flow before the actual work can be approved. It should be noted that the lake level is currently lower than its normal level in August.

6 – Clean-up Day – The latest clean-up day occurred yesterday (5/14/16) and witnessed nearly a dozen volunteers pruning trees, picking up branches, and working on the annual voting package in the office.

7 – Garbage Cans for Lake – Rod Glyzinski was thanked for the great job he did in preparing and securing the new trash containers at the lake. They are a big improvement over the residential cans that we had used previously.

GOOD OF THE ORDER – Bill Balcom

With no further issues reported, the meeting was adjourned at 3:01 PM (Motion Bill Balcom, Second Brett Anderson). The next meeting is the Annual Membership Meeting on 6/26/16 (10am – 2pm) and will sport the traditional pot luck format for lunch. Subsequent to the Annual Meeting, the next regular PCC Board Meeting will be held instead on Sunday, September 11th, 2016 at 1pm at the PCC Office.

Respectfully submitted,

Brett Anderson, Secretary _____ Date_____

Attest: Bill Balcom, President _____ Date_____