

PARADISE COMMUNITY CLUB

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An Equal Opportunity Employer and Service

**PCC Board Meeting Minutes
November 24, 2013**

The meeting of the Paradise Community Club Board was called to order at 1:00 PM at the PCC Office – 151 Nisqually Way, Ashford, WA - PCC President, Bill Balcom presiding.

Bill Balcom had the Board members and staff members introduce themselves. All guests were asked to sign the guest sign-in sheet.

Board Members Attendance:

Bill Balcom (President)	Bill Krause (Vice President) Absent – 1st	Sonja Maddux (Treasurer)	Brett Anderson (Secretary)
Calvin Porter	Beth Marzano (Absent – 2nd)	Steve Olson	Sara Holmgren Absent – 1st
Joan Williams			

Staff Attendance:

Cecile Roy (Office Clerk)	Alvie Whitlock (Water Manager)	Maria Niesen (Water Operator) Absent
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The guests in attendance included: Doug Gratzler, Brian Andrews, Paul Nerge, Chuck Mitchell, Herb Gaines, Erika Broska, Ryan Montes de Oca, Charles Blanchard, Linda Dorr, Jean Roy, John Smith and Zeeta Fagan.

OLD BUSINESS

Bill Balcom asked the Board to review the minutes of the September Board Meeting. After review, there were no questions, so Sonja Maddux motioned that the minutes be accepted as written. The motion was seconded by Joan Williams and there were none opposed. Motion carried.

UPDATES on ACTION ITEMS

1-Siding/Roofing for Well House #4 – Brett reported that this work is now complete but two small tasks remain – final caulking and re-attaching the motion light. Alvie volunteered to perform these final tasks.

2-Painting and Hanging of Shed Door – Calvin stated that he has not yet been able to complete this work. He will do so when able.

NEW BUSINESS

WATER SYSTEM REPORT – Alvie Whitlock

Oral summary provided per the below:

1. Bottom Line up front: Our water system is in Green Status with the Washington State Department of Health. Our water is safe and we are in full compliance with all State and Federal regulations. We have completed and passed, all required water chemical and biological testing for the first eleven months of 2013. The system is in good working order and all Water Department personnel are State certified.
2. All water meters in PCC were read on October 22nd for billing. We had no problems with billing. Two meters were locked on November 20th for lack of payment. These non-resident owners were more than four months past due, and had been notified at least twice but failed to make arrangements with the office.
3. Three owner-side leaks were detected during our meter reading. All owners have been notified and we are monitoring for repair compliance.
4. The new siding and new roof on well house #4 has been completed and looks good. This should solve our Woodpecker problem and last for many years to come.
5. During this reporting period we have had no system problems. We are continuing our winter inspections and cold weather preparations. We ask all our members to stay alert for any signs of water leaks on or around their property, notifying the water department as soon as possible.
6. On behalf of the Water Department, we wish everyone in our Community a very Happy Holiday Season!

Treasurer's Report

The Treasurer's Report was read by Sonja Maddux and stated all account activity and balances for the period ending 10/31/2013 as follows:

PARADISE COMMUNITY CLUB, INC
MONTHLY TREASURER REPORTS
PERIOD ENDING: October 2013

Balances as of October 31, 2013

CD - Timberland	\$5,924.50
CD – First Citizens	\$31,925.38
Savings	\$15,849.09
Total	\$53,698.97

Checking Balance as of August 31, 2013 **\$42,320.67**

Deposits for the months of Sep-Oct 2013 + 12,163.81

Expenses for the months of Sep-Oct 2013 - 35,198.17

Check book balance as of October 31, 2013 **\$19,286.31**

Total Financial Assets **\$72,985.28**

The Treasurer's report was approved as read. Motion Brett, 2nd by Calvin, None opposed – motion carried.

2014 Dues – Sonja Maddux / Brett Anderson

Brett and Sonja provided a review of the current PCC finances, including cash flow. With no additional expenses planned (outside of on-going operating expenses and planned capital projects), Brett motioned to hold the 2014 dues at the present \$250 annual amount. The motion was seconded by Sonja Maddux. After a brief discussion, all Board members agreed that the dues would not be changed. Motion carried.

Secondary Reserve Allocation – Brett Anderson / Sonja Maddux

Brett described to the audience the state guideline that non-profit companies allocate sufficient money to a reserve account to be available for use in the event of a catastrophic event. A discussion ensued regarding whether or not year-end financial projections allow enough funds to allocate another \$5K to this fund. Sonja stated that, while things looked promising, it would be best to wait until late January, when annual dues are arriving.

OFFICE ISSUES

1-Accounts in Arrears – Sonja / Cecile

There are three properties with liens in place. None are currently making payments. Cecile will request that letters be sent from our attorney.

Four members' properties are still in the foreclosure process:

Lot 263 - will require approximately another year to work through the complex title issues (not funded by PCC).

Lot 309 – declarations have been submitted by the Treasurer and Secretary and we are requesting a default judgment in court.

Lots 221-224 – This lot is currently under Bank management and is believed to be near a mortgage foreclosure status. No action is warranted as we await this status change.

Lot TC – Lewis County Treasurer has notified PCC that this lot is a tax foreclosure candidate, so we will spend no further funds as we await that possibility, which is scheduled for a yet to be determined date in January, 2014.

2-USB Card Replacement – Brett Anderson

Brett expressed his thanks to Jean Roy for assisting with the Office PC regarding the USB circuit board warranty claim and replacement through HP. This required significant patience due to the inept level of support provided by the near shore HP resources.

FIRE DEPARTMENT REPORT – Paul Nerge

Beth was absent so Paul Nerge announced that the fire levy vote narrowly passed and that the contract with the Pierce County Fire Department at Ashford is still in place (improved actually).

COMMUNITY WATCH - Paul Nerge

Paul Nerge reported that the last Community Watch meeting was held in October and that criminal activity has fortunately been rather light. There was a report of two men in a Dodge pickup shooting at the elk herd near the Hershey homestead. The next meeting will be held on Saturday, February 22nd at 10 AM, at the PCC Office.

FINANCE COMMITTEE – Calvin Porter/Steve Olson

Calvin reported that the last Finance Meeting was held on 10/9/13. No financial discrepancies were found. He provided a brief overview of the meeting's format and purpose as well. He further stated that the committee has decided to move the meeting from its regular 2nd Wednesday of every even month timeframe to the 3rd Wednesday of every even month. This change is being requested (effective 12/18/13) to allow more time for the monthly bank statements to arrive from Key Bank. Brett motioned to accept the change and Sonja provided the second. None opposed – motion carried. The next Finance Meeting is therefore scheduled for 10am on 12/18/13.

COMMUNITY RELATIONS – Cecile Roy/Sonja Maddux

1-Letter from Seller of Lot 256

Brett provided the background regarding Lot 256 and a synopsis of the letter sent in, complaining that the PCC Board should not have decided the issue the way that it had. Brett explained that the Board has not received any feedback from the new owner of the lot and that no new information was presented to change the Board's decision. A claim within the letter that the new owner had made an offer to the Board to purchase and install the recent fencing project was never heard by any of the Board members present. No action was requested in the letter and none will be taken.

2-Request to provide handicap access to the big lake

Brett relayed the request from a single member who was under the impression that excess monies were available and that providing such access at the lake may be an appropriate use for such funds. The Board briefly discussed and agreed that the community had several other initiatives that had a higher priority. The primary focus for available funds will continue to be the replacement of water lines in the cul de sacs and side roads not improved during the water system upgrade.

3-Firearm discharge reported

Brett explained that the office had received an anonymous call to report a youth discharging a firearm across Osborn Road from a particular Paradise Estates lot. Brett wrote a letter to the property owner to inform him of this report, so that he could follow up with anyone using his property.

GROUNDS / MAINTENANCE REPORT - Steve Olson

1-The 2nd Lake Sign is now installed. The Board thanked Steve Olson, Joan Williams, Paul Nerge and Herb Gaines for their work in getting this sign replaced. Steve also stated that he had recently completed a final mowing for the year.

2-Brett reported that battery tenders purchased for the John Deere tractor and Bad Boy mowers have now been installed.

GOOD OF THE ORDER – Bill Balcom

Erika Broska reminded the attendees that free Yoga sessions are still being held each Wednesday at 10am in the PCC office.

A member registered his displeasure over the recently completed water line replacement work on Mt. View. He stated that he could not get through to the water department utilizing the on-call cell phone and that he was not provided enough advanced notice that his water would be turned off at a rental property. He also stated that the property was without water for multiple days. Bill Balcom explained that the project hit a large snag when the excavation work encountered an 8-12' wide boulder under the ground. After working to try to get around it, the team had to cross the road again and dig down the opposite side. This, coupled with specification changes required by the County and the illness of the project lead, caused unforeseen delays in progress. Calvin reiterated these points but also offered an apology for the negative impact. Brett explained that cell coverage was challenging and suggested that future projects of this sort be coupled with

shored up contingency plans (contacting the office, arranging for bottled water supplies, additional notifications, etc.). Bill Balcom explained that we learned a lot during this first large construction initiative as well.

With no further items to report, the meeting was adjourned at 2:08 PM (Motion Steve, 2nd Joan, none opposed). The next regular Board Meeting is scheduled for 1/12/2014 at 1pm – PCC Office (later revised to 11/24/2013 at 1pm).

Respectfully submitted,

Brett Anderson, Secretary _____ Date _____

Attest: Bill Balcom, President _____ Date _____