



PARADISE COMMUNITY CLUB, INC.

P.O. BOX 42
ASHFORD, WA 98304
(360) 569-2669
Pcc007@centurytel.net
<http://www.paradiseccl.org>

General Membership Meeting Minutes - June 25, 2017

Opening:

At 10:06 AM, Bill Balcom made a last call for any outstanding ballots. No more ballots were submitted and the PCC Drop Box was empty, as reported by Cecile Roy. Therefore, the Annual Membership Meeting for Paradise Community Club was called to order at 10:07 AM on Sunday, June 25, 2017, at the PCC Office – 151 Nisqually Way, Ashford, WA - PCC President, Bill Balcom presiding. Bill Krause declared that the meeting, counting mail-in votes met the requirements for a General Membership Meeting quorum. The minutes of the 2016 Annual Membership Meeting were distributed in advance for review.

Board Members Attendance:

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

Staff Members Attendance:

Cecile Roy (Office Clerk)	Ben Pacatte (Water Manager)
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A total of 16 additional guests signed in as attending the meeting.

Bill Balcom requested that the Board members review the minutes of the 2016 Annual Membership Meeting. After review, Joan Williams motioned that the minutes be approved as drafted. The motion was seconded by Bill Krause and there were none opposed – motion carried.

Sonja Maddux was out ill so the Treasurer’s Report was read by Cecile Roy as follows:

\$97,824.76	Checking as of 4/30/2017
\$12,849.30	Deposits May 2017
\$10,295.90	Expenses May 2017
\$100,378.16	Checking as of 5/31/2017

PCC Bank Balances as of 5/31/2017			1 Year Ago	
Account	As of Date	Balance	Balance	Difference
KeyBank Checking	5/31/2017	\$100,378.16	\$67,675.27	+\$32,702.89
First Citizens CD	5/31/2017	\$32,680.80	\$31,955.34	+\$685.46
KeyBank Savings	5/31/2017	\$20,850.44	\$20,838.65	+\$11.79
Total		\$153,909.40	\$120,469.26	\$33,440.14

The two Water System loans were provided as well. The unpaid balances are:

\$594,739.13 USDA 40 year loan @ 4.5% (Pay off scheduled for 2044)

\$120,038.28 State Revolving Fund @ 1.5% (Pay off scheduled for 2022)

Accounts in Arrears:

One member is facing potential foreclosure, owing a total of \$42,540.04. The property is currently listed for sale and a short sale offer is being reviewed by the financial institution.

One other property is scheduled for Sheriff's Sale on 7/7/17 at the Old County Courthouse in Chehalis. This past year has witnessed significant success in terms of account collections, so no members currently have liens in place.

Bill Balcom also covered our policy regarding collections for the audience. Later water bills are handled in a semi-automated fashion by the utility management system and those who don't pay for water, will have their water meter locked in the off position. However, HOA Dues are treated a bit differently. If dues for any lot remain unpaid, the office informs the lot owner and attempts to collect. If the dues remain unpaid for 15 days (without a mutually agreeable payment plan in place), the owner is informed that water meters will be locked for all lots owned by that member. While this policy has been established for many years, we have recently documented it on a stuffer-sized insert that can be included with the monthly HOA statement. If a member proposes a payment plan that is not obviously reasonable, the PCC office will consult with the Board to determine whether or not it is acceptable.

Bill Krause motioned that the Treasurer's report be approved as read. The motion was seconded by Chuck Mitchell. There were none opposed; motion carried.

Grounds Report

Julie Caldwell reported that the neighborhood looks pretty good and that the letters sent to property owners seem to have been very effective. She did report that one member has dogs that have been witnessed roaming unrestrained. She said that the owners have been warned via letter in the past and that the Board should consider assessing a fine. No specific details were provided as to date(s)/time(s) however, which are required for such a letter.

Bill Balcom mentioned that an individual in Bavarian Estates has been seen dumping dog feces alongside Lake Holiday. Despite being told not to do so, this has continued for some time. Bill will inform the Bavarian President of this issue and will send a letter to inform the individual that he will face trespassing charges in the future.

A member acknowledged the Clean-up Day accomplishments of 6/24 as listed below:

- 7 truckloads of Scotch Broom eradicated along Osborn and Mt. View and burned.
- 1 truckload of fallen branches gathered and burned
- Back of Office and side of storage shed washed and cleaned of moss and bird droppings
- No parking sign added to the fire station
- Mowing completed along roadways and fire station
- Thorough cleaning inside the office and garage, including bathrooms
- Organizing a lunch to feed all of the work party volunteers

Brett stated that he drove the entire neighborhood to look for any remaining Scotch Broom. He said the only evidence of it in Paradise Estates was on 2 properties on Mt. View (2 volunteers agreed to get it removed in the coming week) and on 1 property on Osborn (owner said that he will remove it himself). If you see this plant on your property, you are strongly encouraged to get it removed before it can spread. Seeds from Scotch Broom can germinate up to 80 years after they have fallen to the ground! There are a couple of properties in Bavarian that contain Scotch Broom too and Brett will ask Phil Farcy (Bavarian President) if he can request its removal. There has been a great deal of the plant on private land outside of Paradise Estates and Bavarian. The property owners have recently removed a great deal of it and Brett will follow up with them to learn how they will dispose of the plants/seeds.

A member brought up her concern about seeing kids playing on the iced over Lake Holiday this past winter. Calvin Porter reported that he had also tried to chase kids from the ice and even spoke to their parents, who did not seem to care. The Board feels that this is an extremely dangerous activity that can easily result in loss of life. Bill Balcom will ask the Fire Chief if they want to be called when we see this again in the future.

Water System Report

Ben Pacatte stated that our system is currently in green status and provided further updates as follows:

Kautz Place water line has now been replaced. This upgrade, which was accelerated due to failing pipe connections, came at a cost of approximately \$18,000. Unfortunately the contractor inadvertently left an isolation valve closed, which required re-excavation before at least one customer on that line actually had water service restored. Bill Balcom informed the audience that the street will still need to be repaired (paved) well enough to support the chip sealing that is scheduled for the summer of 2018.

Brett Anderson asked Ben if the dip in the road on Pyramid Drive is in any way related to water system work. Ben stated that it was not – that no work has been done in that vicinity.

Ben also explained that some main pipes in the well house had failed on Memorial Day and that he and Alvie Whitlock had replaced them on an emergency basis.

Ben further reported that he continues to install new 20-year meter registers as time allows. He believes that, once the remaining inventory has been installed, we should have roughly 100

meters that have not been upgraded. He will work with Cecile to make sure that the heaviest users are upgraded first.

Cecile stated that she has witnessed Ben working 6 and 7 days per week to keep up with the current demands of the water system. The response was applause by the Board and attendees.

Annual Picnic Announcement

Bill Balcom invited all guests to attend the PCC Annual Picnic, which will be held from 12-2pm on Saturday July 15th. He indicated that this event is a great way to meet your neighbors. This year will also sport a BBQ/Smoker competition between Bill Balcom and Mark Temple. Hamburgers, hot dogs, snacks and soft drinks will also be provided.

Beth Marzano Update

Brett Anderson read a brief report from Beth's nephew. He stated that she was doing as well as could be expected for her situation but is now resident in an assisted living facility. He was happy to provide an address where a "thinking of you" card could be sent. The card purchased for this purpose was circulated through the room.

Community Watch Report

Paul Nerge reported that crime incidents are currently very low but that a recent break-in/theft occurred on Paradise Drive. He listed off the 4-5 items that would stand out the most and asked anyone who sees any of the items to contact him or the PCC office. He then stated that the schedule for the regular Community Watch meetings is the last Saturday of every even month – 10am - skipping December). The next meeting is scheduled for Saturday, 8/26/17 at 10am.

Paul also described seeing an unattended fire built under a canopy cover on Paradise Drive. He personally spent 45 minutes putting the fire out and wants everyone to know that it is not appropriate to leave fires unattended. He was asked by the Board to call 911 next time, rather than take on the responsibility himself.

Ballot Committee Selection

Bill Balcom asked Calvin Porter to choose two audience volunteers to assist with ballot counting. This year's volunteers were therefore Rose Gaines and Wally Kohl, assisting Calvin Porter and Shirley Anderson. The committee excused itself to another room to begin the process of ballot counting & validation.

Fire Department Update – Gary Olson / Phil Farcy

Gary mentioned that the contract between PCFD23 and LCFD17 remains in place and is up for renewal every 2 years. There is not a levy forecasted yet on the horizon. The chief stated that due to fewer resources being available for transporting, it is becoming more likely that people in need will need to be air-lifted. He suggested that those interested in NW Airlift insurance, stop by the Ashford station to pick up a descriptive brochure. Chief Olson also stated that his department had to eliminate 2 paid positions and that there remains a need for one or more volunteer fire fighters (preferably with EMT certification) on the Lewis County side of the river. He also stated that 80-85% of fire department calls are for medical services. Gary was also asked as to the status of Bill Tyler, the firefighter who became paralyzed in a farming accident

several years ago. Gary explained that he is active in fire service and despite being a quadriplegic, has very limited arm movement that allows him to turn pages and sign documents.

Phil Farcy, Chief Fire Commissioner for LCFD #17, stated that there are 3 fire commissioner positions in our district. With Buck Copsey moving out of the area, there is a need for a replacement commissioner, to join himself and Paul Nerge in the role. Duties are quite limited, primarily making sure that necessary items are secured and their corresponding invoices get paid. The commissioners meet once per quarter at the LCFD #17 fire station, within Paradise Estates. The commissioner term is 6 years and the 3 commissioners are staggered by 2 years to provide for continuity of service. Anyone interested in the role can contact Phil through Brett Anderson at PCC.

Bill Balcom asked Gary and Phil if it would be appropriate to call the fire department in the event children or adults are seen on the ice of the small pond or Lake Holiday. Chief Olson said that they would respond to such a call in recognition of the danger.

Brett Anderson asked them both about what we should do when we see an unattended or otherwise dangerous fire on a member's property. Gary Olson stated that it is acceptable to call 911 and the fire department will be dispatched and they will put out any such fire. He also recommends calling Lewis County and the Puget Sound Clean Air agency to report such incidents.

Brett also informed Phil Farcy of the presence of Scotch Broom in a few areas within Bavarian. Phil said he would recommend that his members remove it in order to prevent it from spreading.

Break - The meeting was temporarily recessed for Lunch Break at 11:58am and was estimated to reconvene at 12:45PM.

<Pot Luck Lunch>

The meeting was reconvened at 12:47pm and called to order by Bill Balcom, President.

Lewis County Sheriff - Guest Speaker – Sgt. Dan Riordan

The Sergeant stated that he has 3 deputies under his supervision but they cover a vast area. He stated that call volumes from Paradise Estates are extremely low when compared to most other areas. He stated that Community Watch meetings are a great deterrent when it comes to neighborhood crime. He also stated that he just arrested a speeder on Kernahan who had outstanding warrants in California. After his introduction, he encouraged the audience to ask any questions they had. The questions follow:

Q. Should we call 911 for loud neighbors or prolonged barking by a dog?

A. Only if the prolonged barking or other noise occurs during quiet hours (9pm to 7am).

Q. Should we call 911 regarding dogs that bite or charge?

A. Yes

Q. Is there a fireworks restriction in place for Lewis County?

A. No

Various audience members kept coming back to noise-related concerns and seemed to find the message from the sergeant unpalatable. The sergeant was very complimentary of our Community Watch efforts. He left his card with us and encouraged us to email him with any questions or tips that we may have. Brett also reminded the audience of the tips.lewiscountywa.gov website. This site allows you to submit information related to drug activity, patrol requests, info on suspects and other suspicious activities. The information entered there is directed to the team leader in our area.

Year in Review – Bill Balcom

Bill Balcom provided an overview of the past year's accomplishments, as follows:

- Our petition to the County Commissioner has resulted in our roads being scheduled for repaving in 2018. The main roads will be re-paved and the remaining roads will be chip sealed.
- Nearly 150 water meters have been upgraded or replaced so far – all without outside contractors.
- The emergency generator installation has been completed and includes security fencing and posted operational procedures.
- Members with property liens or facing foreclosure have been managed down to just two.
- The water line for Kautz Place has been upgraded as of June, 2017.
- A small group of volunteers have worked to pull 90% of the invasive Scotch Broom from within Paradise Estates. Thank you to all PCC members who took part in the work parties.
- Our community office continues to host weekly Yoga classes, thanks to Erika Broska.
- A fuel account was set up with the Ashford gas station in order to more easily keep our generator and equipment at full supply.
- A van was purchased so that the water department has an enclosed vehicle to use for its work, ensuring personal vehicles don't suffer undue wear and tear.
- The long winter caused many line/freeze plug breaks and our water department was able to respond quickly to minimize water loss and keep our water system online.
- Rod Glyzinski re-painted the front of the office, arranged to have gutters installed, and repaired the water damaged trim.

Future Amenities

Bill Balcom then asked the attendees if there were other amenities that the Board should consider in the future, as funds are available. No new suggestions were made however.

Emergency Management

Steve Olson pointed out the emergency management information and brochures in the back of the room and encouraged the attendees to take some.

Results of Voting

The Ballot Committee completed their counting/validation efforts and Bill Balcom announced the following results:

POSITION	MEMBER	YES	NO	RESULT
Board Position #4	Stephen Olson	65		Elected – Term expires in June 2020
Board Position #6	Chuck Mitchell	63		Elected – Term expires in June 2019
Board Position #8	Bill Krause	61		Elected – Term expires in June 2020
President	Bill Balcom	65		Elected – Term expires in June 2018
Vice President	Bill Krause	63		Elected – Term expires in June 2018
2018 Budget (attached)		64	5	Approved

Good of the Order

As a follow up to a concept brought up at last year’s Annual Meeting, Bill Balcom stated that he had looked into “Security” jackets for a few people to wear while walking around the community. Unfortunately, the cost of the jackets was somewhat formidable while we are spending so much on water meter upgrades.

A member asked about the few lots in the community that contain very tall grass, fearing they will become fire hazards if the weather stays dry. Brett volunteered to write letters to the corresponding lot owners, asking them to get the grass cut to a safe level.

A member acknowledged the loss of an iconic member of our community (Jean Roy). They asked how they could contribute to a fund that will in some way memorialize him. Bill Balcom stated that Chuck Mitchell is collecting any donated funds and that any checks can be made out to PCC, which will be used only as a pass through account.

Steve Olson stated that he is a member of the Ashford Lion’s Club and informed the audience that the Lion’s Hamburger Booth would be open for the long July 4th weekend. He encouraged everyone to stop in to buy a burger or two to support the financial causes of the Lions (Columbia Crest School and Lion Hall Maintenance)

With no further topics on the agenda or raised from the audience, the meeting was adjourned at 1:38pm (Motion Bill Krause/Second Chuck Mitchell – none opposed). The next regular Board meeting is scheduled for 9/10/17 at 1pm – PCC Office.

Respectfully submitted,

Brett Anderson, Secretary _____ Date _____

Attest: Bill Balcom, President _____ Date _____

2018 PROPOSED BUDGET

Forecasted 2018 Income	Approved 2017 Budget	2016 Actual Income
Membership Dues	\$95,000	\$94,944
Water Revenue	\$94,000	\$102,275
Interest Income	\$20	\$12
Other Income	\$0	\$6,494
Total Annual Income	\$189,020	\$203,725

EXPENSES	Total Projected 2018 Cost	Approved 2017 Budget	Total Actual 2016
	\$177,172	\$175,594	\$156,625

Office	2018 Proposed	2017 Approved	2016 Actual
Property Taxes	\$2,600	\$2,500	\$2,676
Phone/Fax/Internet	\$2,800	\$2,400	\$2,725
Utilities (incl. Street Lts & Well Pumps)	\$8,000	\$8,000	\$7,322
Office Equip/Supplies/Maint/Postage	\$4,500	\$4,500	\$5,326
Web Hosting	\$360	\$360	\$348
Generator Software Support	\$2,400	\$2,400	\$2,750
Subtotal	\$20,660	\$20,160	\$20,697

Includes \$500 for generator propane - 2017 and Forward

Employment	2018 Proposed	2017 Approved	2016 Actual
Water System Manager	\$16,557	\$16,507	\$11,400
Water System Assistant	\$6,000	\$6,206	\$6,000
Maintenance/Snow Removal Contractors	\$1,000	\$2,000	\$0
Office Administrative Clerk	\$15,000	\$15,000	\$13,980
Travel / Transportation	\$2,000	\$3,500	\$2,480
Training Expenses	\$400	\$400	\$613
Treasurer Reimbursements	\$600	\$600	\$600
Secretary Reimbursements	\$600	\$600	\$600
Withholding Taxes	\$7,000	\$8,000	\$5,873
Subtotal	\$49,157	\$52,813	\$41,546

Includes .3% COLA (per Federal Guideline)

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Professional Fees	2018 Proposed	2017 Approved	2016 Actual
Liability & Property Insurance	\$15,500	\$11,500	\$14,006
Accounting Expenses (CPA)	\$4,200	\$3,200	\$4,125
Legal Expenses	\$8,000	\$8,000	\$4,457
Subtotal	\$27,700	\$22,700	\$22,588

General Membership Events	2018 Proposed	2017 Approved	2016 Actual
Lake Stocking (1x per Year)	\$625	\$625	\$0
Community Events	\$350	\$350	\$335
Subtotal	\$975	\$975	\$335

Water System	2018 Proposed	2017 Approved	2016 Actual
Grounds/Maint/Fuel/Supplies/Lab & Repairs	\$15,000	\$15,000	\$8,895
Utility Taxes	\$250	\$250	\$0
Professional Memberships	\$250	\$250	\$355
Permits/Licenses (not reg. sec. 2-1)	\$250	\$250	\$150
Contribution to Reserve Account	\$5,000	\$5,000	\$5,000
Misc.	\$400	\$400	\$0
Subtotal	\$21,150	\$21,150	\$14,400

2016 CAPITAL IMPROVEMENTS	Anticipated Spend	Actual Spend
	(plus Tax)	
Water Meter Register Replacements	\$2,500	\$33,092
Clearing Log Jam - Big Creek	\$0	\$8,550
Lake Inlet Clearing	\$6,000	\$4,468
Generator/Propane Tanks Installation	\$5,000	\$6,606
	\$13,500	\$52,716

Loans	2018 Proposed	2017 Approved	2016 Actual
Federal Loan	\$37,596	\$37,596	\$37,596
State Loan	\$18,434	\$18,700	\$18,949
Subtotal	\$56,030	\$56,296	\$57,059

2018 CAPITAL IMPROVEMENTS ¹	Anticipated Spend	Final Cost
	(plus Tax)	
Water Line Upgrades (needs based)	\$20,000	TBD
Water Meter Register Replacements	\$16,000	TBD
Totals	\$36,000	TBD

¹2018 Capital Projects are either Emergency in nature or Discretionary case they are approved based on surplus account balances. The ab is therefore an estimate, based on anticipated surplus funding.

Misc.	2018 Proposed	2017 Approved	2016 Actual
Construction Expenses	\$500	\$500	\$0
Tools/Equipment	\$1,000	\$1,000	\$0
Subtotal	\$1,500	\$1,500	\$0

Totals Tallied at Top

Forecasted EOY Surplus (Projected Income minus expenses)	2018 Proposed	2017 Approved	2016 Actual
	\$11,848	\$13,426	\$47,100

² These funds were applied toward 2016 Capital Improvements above.