



PARADISE COMMUNITY CLUB, INC.

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We are an equal opportunity Employer and Service

**PCC Board Meeting Minutes
March 12, 2023**

The meeting of the Paradise Community Club Board was called to order at 1:02 PM at the PCC Office – 151 Nisqually Way, Ashford, WA - PCC President, Bill Balcom presiding.

Board Members Attendance:

Bill Balcom (President)	Joan Williams	Brett Anderson (Secretary)	Chuck Mitchell (Treasurer)	Robert White (Grounds)
		Steve Olson (Em.Management)		

Staff Attendance:

Ben Pacatte (Water Manager)	Jim Roddewig (Water Operator)
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Guest Attendance: Rod Glyzinski, Kathy Balcom, Joyce Mitchell, Shirley Anderson, and Cecile Roy

OLD BUSINESS

The Board reviewed the minutes of the January Board Meeting. After review, Joan Williams motioned that the minutes be accepted as written. The motion was seconded by Chuck Mitchell and there were none opposed. Motion carried.

NEW BUSINESS

TREASURER’S REPORT

The Treasurer’s Report was read by Chuck Mitchell. The in-house bank balances for the period ending 2/28/23 were stated as follows (Bank statements had not yet been received to verify. This, combined with recent illness in the office, means that the following balance for Checking is estimated at this time.):

PARADISE COMMUNITY CLUB, INC.
MONTHLY TREASURER REPORT
PERIOD ENDING: February 28, 2023

Checking balance as of December 31, 2022	\$ 27,676.56
Deposits for Jan-Feb	+ \$ 99,572.44*
Expenses for Jan-Feb	- \$ 70,938.99*
Checking balance as of February 28, 2023	\$ 56,310.01*

* Estimated

Savings Account Balances as of December 31, 2022

CDs	\$43,767.44
Savings	\$45,907.07
Total SAVINGS/CDs	\$89,674.51

Total Financial Assets **\$145,984.52**

The high Expense level in Jan-Feb caused discussion. Brett printed a detailed report to make sure there wasn't a major error. The larger than normal amount was due to a combination of things, however the \$18,798 loan payment and \$10,000 transfer to the CD explained most all of the higher number). Brett Anderson stated that he would work with Chuck to make sure the in-house register is balanced to the outstanding bank statements when they arrive. Bill Balcom thanked Chuck for his report.

2024 Budget - In Calvin's absence, Brett presented the proposed 2024 budget for Board review and approval. The group discussed the budget and asked that a PTO Wood Chipper be added to the "Future Capital Projects" list. A member also pointed out that a couple of the footnotes were out of order and Brett said that he would correct them after the meeting. After the discussion, Chuck Mitchell motioned to approve the budget and send it to the general membership for formal approval. The motion was seconded by Steve Olson and there were none opposed. Motion carried. Brett will correct the footnotes and prepare the budget for mailing with the Annual Meeting packet.

WATER SYSTEM REPORT – Ben Pacatte

1 – Bill Balcom once again updated the attendees regarding the status of the Bavarian Retreat consolidation feasibility study and stated that, based on the preliminary judgment of the Department of Ecology (related to Water Rights interpretation); the potential consolidation appears to have little chance of coming together. Further, PCC is still awaiting feedback/approval regarding the 2nd version of the Water System Plan, submitted to the Department of Health. He also let the attendees know that Bavarian Retreat has engaged an attorney to look into solving their "hand-cuffed" situation regarding water rights.

2 - Ben Pacatte reported that our water system status remains GREEN. He further noted that the Berman 350 valve in WH#2 that has been leaking a bit has now been replaced. As to alleviating the elusive pressure stabilization between the two well houses, Ben suggested adding a check valve in front of WH#2. He also reported that the logic controller at WH#4, which was approved for replacement last

month, is currently back-ordered. The Board requested that Ben work with Morningstar Construction to get a cost estimate for the parts and labor required to install such a large valve.

3 – Ben further reported that the diesel generator at WH#4 has now been serviced as well.

4 – Jim Roddewig and Brett Anderson reported that they had discovered what was at first thought to be an error. While PCC has used significantly more water in 2022 vs. 2021, the amount of income derived from actual usage has dropped by 25%. Jim analyzed the data from the UMS system and discovered that many of the folks, who own adjacent lots, are utilizing their first 200 ft³ per lot of “free” usage to a much fuller extent these days. The resulting drop in revenue is problematic for the budget and will work against the HOAs ability to keep water flowing in an aging infrastructure that is facing increased regulation. With that said, Bill Balcom led the Board through a discussion about the structure and rates for our water billings. After a lengthy discussion by the Board and attendees, Bill asked the former Water Rate Committee to reconvene in the coming weeks to research potential solutions. Bill mentioned that the DOH has stated that PCC water rates are far too low to sustain our current infrastructure, in the face of the rapid build-out occurring in Paradise Estates. The committee will be led by Joyce Mitchell and will also include Steve Olson, Jim Roddewig, and Joan Williams. They will further review our usage data, compare to other water company rates, create “what if” scenarios and then return to the Board with a summary of their work and one or more suggested ways forward.

OFFICE ISSUES – Chuck Mitchell/Brett Anderson

Accounts in Arrears

1 – Brett Anderson reported that, while accounts in arrears had been at a low last meeting, the 2023 dues has resulted in 47 lots that are behind. With Julie Edwards out ill, Brett will work after the meeting with Jim Roddewig and Chuck Mitchell to make sure that pink slips get created and mailed. Currently, there is only one account in the foreclosure process and Sheriff’s Sale auction for that property is scheduled for 4/14/23.

2 – Short-Term Rentals

There were no attendees to represent the Short-Term Rental owners at this meeting. Therefore, there was no report, other than Robert White stating that they are still working to organize. Brett stated that it seemed that measurable progress on this front seems to be limited to the fair weather months of the Spring and Summer.

3 – **Office Payroll** - Brett Anderson stated that the payroll and related reporting has now been outsourced to OnPay. The cost is \$64 per month but the move alleviates most of the reporting to the state and Federal governments, which has been done manually by Chuck Mitchell this past year.

4 – **Billing System** - Bill Balcom stated that PCC is now pursuing proposals from utility billing firms to compare to the otherwise required hardware and software upgrade that is looming. So far, first year costs appear to be roughly even but due diligence remains and a 2nd outsourcing proposal is still in the works. Brett will work with the potential vendors to make sure that they are feasible providers in terms of function. Any transition would likely occur during the summer, if an acceptable proposal is found. Outsourcing the billing function can bring several benefits to our members and greatly reduce the risks associated with our current single points of failure, inherent with largely volunteer operations.

COMMUNITY WATCH/EMERGENCY MANAGEMENT – Steve Olson

1 - Steve Olson reported that there was a report of someone snooping around a cabin near the West end of Nisqually Way. He also mentioned a cabin on Osborn Rd that had been rented out for 1 night and it appears that the renters stole much of the contents, including appliances during the night. He further reported that both propane generators have ample fuel and oil. The next Community Watch meeting is scheduled for 10am on Saturday 4/29/23 in the PCC Community Center.

2 - Bill Balcom reported that PCC and LCFD#17 appear to be very close to agreeing on selling the land the fire station sits on to the fire district. Both entities are hoping to have this matter behind them soon.

FINANCE COMMITTEE – Chuck Mitchell

1 – Chuck reported that the last Finance Committee Meeting (2/15/23) found no discrepancies. The next Finance Committee Meeting is scheduled for 10am on 4/19/23 at the PCC Office. As always, anyone from the general membership or PCC Board is encouraged to attend.

GROUNDS / MAINTENANCE REPORT

1 – Property Issues (Outstanding) – Robert White/Chuck Mitchell

FROM PRIOR MEETING: A shipping container was reported on lot#250/251. Steve Olson clarified that he was told that the container was a temporary unit, to be utilized to move belongings to a new address for one of the family members. As PCC covenants allow for the 60-day presence of such temporarily placed units, the Board will wait until the next meeting to check on its status. Another lot near the entrance was reported as well but the specific lot# was not clear. This issue will be researched after the meeting.

UPDATE: Brett Anderson reported that the current method of validating complaints is simply not working. In this example, it was dark outside before Brett could leave the office – thereby making verification impossible. He proposed a new approach. Brett will continue to author required letters but Robert or his designee will need to summarize the infractions and send photographic evidence of same. This should greatly shorten the timeframe required to get a letter out to the corresponding lot owner.

2 – Property Issues (New) – Robert White

Lot 80 was reported to be out of compliance with community covenants and standards. Brett requested the photographic evidence in order to write the requisite letter to the lot owner.

3 – Diversion Dam – The water levels are currently of no concern. So far, surface water is being handled well by the dam.

4 – Dog Issues – None have been reported in writing this period.

5 – Burn Ban Status – There is no burn ban currently in effect. It should be noted however that Paradise Estates, per the PCFD#23 website, must now apparently comply with the requirements of that station as to fire size (4' x 4' x 3') and permit issuance. Members should perhaps not simply rely on a Lewis County burn permit, which are vastly more lenient in terms of maximum fire size (10' x 10' x 6').

6 – A member mentioned that there is a need to add gravel to the ends of the footbridge over the outflow stream at Lake Holiday. Jim Roddewig or Ben Pacatte will take care of this from the various gravel piles left piled by the County road crews.

7 – A member mentioned that another member has installed up to seven washing machines in a garage, in order to wash linens for short-term rentals in the community. If true, this would seemingly violate Covenants 1 and/or 9. Brett was asked to run the matter by the PCC attorney.

GOOD OF THE ORDER

ADJOURNMENT

With no further issues to discuss, Joan Williams motioned that the meeting be adjourned. The motion was seconded by Chuck Mitchell without opposition. The meeting was therefore adjourned at 3:12pm. The next PCC Board Meeting is scheduled for 1pm on May 21, 2023 in the PCC office (moved there in order to avoid Mother’s Day).

Respectfully submitted,

Brett Anderson, Secretary _____ Date _____

Attest: Bill Balcom, President _____ Date _____