



PALMER LAKE
BEACH CLUB

Fall 2025 General Member Meeting

October 25, 2025, 10:00am~12:00pm

McColley Hall,

Key Peninsula Lutheran Church,

4213 Lackey Road NW, Lakebay WA 98349

Minutes Version

This agenda has been updated to become the official minutes of the meeting.
Minutes notes are reflected herein in red text to complement the official agenda.

Pledge of Allegiance



AGENDA

1. Introduction
2. Agenda Review
3. Member Agenda Topics (ex. Chickens)
4. Operational Overview
5. Financial Summary
6. Lake Health Update
7. Call for Volunteers – 2024~2025 Operating Budget Plan
8. Call for Volunteers – End of Fiscal Year Member Audit
9. Event Committee
10. Fall Events Plan

The meeting was called to order at 10:04 am. The optional pledge of allegiance was conducted and the agenda was reviewed.

Operations

Part-Time Staff

Bob Perry	Finance & Operations
Sarah Wakins	Maintenance Coordinator
	2 Maint Technicians

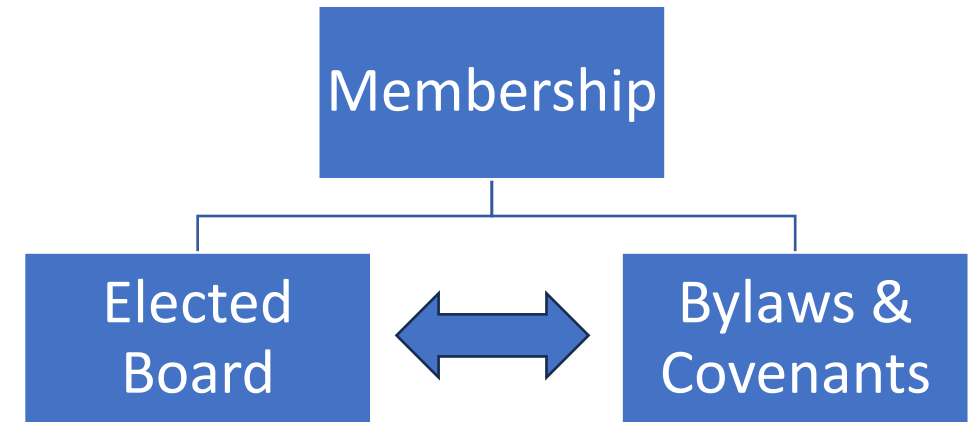
Contract Employees:

Pierce County Sheriff Deputies

Board members and the Finance & Operations Manager were introduced.

The control of the HOA was explained.

Control



- Board is elected by membership.
- Membership creates bylaws and covenants.
- Board determines roles.
- Board follows bylaws & covenants.
- Board issues operating policies consistent with law, covenants and bylaws.
- Board does not deviate from law, covenants and bylaws.

Current Financial Summary

(Dee Starr)

Income Statement

Category	Full FY Plan	Year to Date
Revenue	\$196,887	\$70,133
Expenses	\$175,736	\$81,823
Net Result:	\$21,151	(\$25,433)

Balance Sheet Summary

Category	Amount
Assets	
Cash/CDs	\$270,035
A/R	\$100,016
Fixed	\$122,508
Total:	\$492,559
Liabilities	
	(\$370)
Net Assets	
	\$492,189

Reserve Summary (Cash O/H – 1 Year Dues Revenue): \$270,035-\$80,000 = **\$190,035 Reserves**

It was explained the figures reflect the year to date, but the HOA fiscal year is July 1 through June 30 with dues due by July 1.

Lake Health

(Ashley Perry)

1. Summary of current situation and action plan.
2. Comments and Q&A, Amber Peralta, Water Quality and Protection Specialist II, Tacoma Pierce County Health Department.
3. Membership (voice vote) approval of Capital Funds authorization....

As noted in the summary and action plan, as soon as PLBC gets quotations for the phosphorus nutrient reduction plan, we will need to execute on this plan prior to the warming of the water and increased sunlight (which drives photosynthesis and algae blooms).

PLBC has \$190,035 in reserve funds, the Board would like authorization to spend up to \$40,000 between now and the Spring for phosphorus nutrient reduction treatment.



Lake Health (continued)

A detailed description of our lake and the type of algae we have was presented. In July multiple lake samples (from various sections of the lake) were taken for testing. The results advised that only using chemicals will control and eliminate the algae. The phosphorus nutrient reduction plan includes spreading these chemicals in the lake. These chemicals are safe for humans, fish and pets. There is currently only one company in Washington State certified to spread the chemicals and they have not yet provided a quote for us and they have a very long waiting list, and it will be expensive. The Board is working on finding an 'emergency' plan so we can have the lake treated by next spring. The expected cost for the first application around \$40,000.

Amber Peralta, from the PCHD explained they test the lake weekly during the summer months to make sure the algae bloom is not exceeding County limits. She answered question and provided information pamphlets on how to help keep the lake clean from algae feeding materials.

Andy Gano made a motion to authorize the Board to spend up to \$40,000 between now and the spring for phosphorus nutrient reduction treatment. Sharon Keefer seconded the motion. The President asked for a show of hands to approve, and motion passed unanimously.

Budget Committee Volunteers

(Dee Starr)

Each year, a committee of HOA members prepares a recommended budget for review and approval of the membership at the Spring General Membership Meeting.

The Committee is assisted by the Treasurer, and to help move the process along, the Board prepares a draft recommendation for the committee to consider.

We need at least 3~4 volunteers to help in this effort. It typically is done on a Saturday, and takes 2~3 hours.

Please volunteer and help the HOA.

Bob will buy the coffee and donuts! ☺

Volunteers are Cliff Arif, Genee Grimmert, Bernadette Belcher, Acacia Garcia and Linda Niles.

Audit Committee Volunteers

(Dee Starr)

Each year, the books of the HOA are reviewed by our outside accountants for the preparation of our tax returns.

In addition, a group of member volunteers also form the Audit Committee and do a detailed examination of the financial records of the HOA, then creates a report for the membership which is presented at the Spring General Membership meeting. The Audit Committee consists of at least 3 members plus the Treasurer. Our Bookkeeper/Operations manager assists in pulling any records the committee wants to see.

This typically is done on a Saturday and takes 2~3 hours. However, the Committee is free to spend whatever time it desires in conducting the examination

We need 3~4 volunteers. Please volunteer and help the HOA.

Volunteers are Cliff Arif, Genee Grimmert, Bernadette Belcher, Acacia Garcia and Linda Niles.

Event Committee Volunteers

(Kathy Wright)

We are looking for member volunteers to serve on the event committee, to help plan and execute the annual event calendar.

It's fun and a great way to meet your members and improve the community.

Please volunteer and help the HOA.

Coming events are posted on the website, so you are encouraged to check to see where and when you can help out.

Fall Events Plan

(Ashley Perry)

Halloween Trunk or Treat:

To improve the safety of our children, we plan to close 24th street by the South Beach, and we are hoping that community members will set up vehicles, tents or areas to have children visit and get their candy. This will keep them off the darkened streets, and away from the traffic. Please be set up and ready for kids by 5:00 pm on Friday October 31st (ends at 8:00 pm). Please email contact@palmerlakebeachclub.com if you can volunteer to help or decorate!

Pictures with Santa:

In mid-December we are planning to have Santa visit PLBC for photos with your children & pets. In mid-November we will announce all the details. It was a big hit last year, and we hope for another great year of holiday memories!

A clip board was passed around with sign-up sheets for both above events.

Agenda Item From The Membership

A request at the Spring Meeting was to address the feasibility of allowing chickens to members. It explained that the HOA Board of Directors is drafting a policy which takes into account the HOA bylaws and covenants, the Pierce County rules and Washington State rules. This policy will be available on the website soon.

A request was made to put up signs or other information for folks to know there is a fishing dock and non-fishing dock at both the North and South Beaches.

It was advised that signs are on the fishing docks, but there is no easy way to enforce fishing from the non-fishing docks. If you see someone fishing from the wrong dock, sometimes a reminder helps. Some members commented they are checking the non-fishing dock to ensure it is safe for their kids, i.e., no hooks or fishing line.

The meeting was adjourned at 11:35am