

Jantzen Beach Moorage Board Meeting Minutes
January 19, 2010 @ 6:30 PM
Holiday Inn Express – Hayden Island Dr, Portland OR

Officers Present: Matt Greer, Dick Robinson, Sharon Rixen, Peg Johnson

Directors Present: Barbara Nelson, Pam Pariseau, Leonard Myers, Sher Shepps, Bruce Broussard

Employees Present: Kathy Harrison (Manager), Sherre Vanegas (Administrative Assistant)

Absent Board Members:

JBMI Certificates Represented: Carol Slocum #1903, Roy McMaster #1715, Jerry Pekrul #1533, William Scheumann #1719, Michelle Tworoger #1545, Jim Pidgeon #1931, Brent & Kathy Baker #2039, Berni Pilip #1935, Ron Schmidt #1983, Linda Haseman & Randy Hauth #1773

A. Open Meeting - Matt Greer

1. Introduction of board members
2. Introduced Glenn from Oregon State Marine Board who presented JBMI with certified "Oregon Clean Marina" certificate.
 - a. We scored 100% on evaluation
 - b. We are the 5th floating home moorage to get certificate
 - c. 46 clean marinas in Oregon
 - d. 23 states have clean marina programs

B. Open Business from the Floor

1. Ron Schmidt reported that Portland Mayor Adams, Vancouver Mayor Leavitt, Metro Council President Bragdon and Clark county commissioner Chariman Stuart sent a letter to Washington Governor Gregoire and Oregon Governor Kulongoski regarding their support for the I-5 project. They asked that the governors:
 - a. Complete the development of performance targets for the project and use the targets to model and evaluate design options.
 - b. Develop a clear and accountable performance-based management plan for the operation of the construction project.
 - c. Create a project financing plan that protects local taxpayers and road users.
 - d. Provide project funds for the local governments represented on the Project sponsors Council to hire and supervise independent experts to verify critical project assumptions and help evaluate the performance of proposed refinements.
 - e. Commit to meeting the needs of the Hayden Island Community.
2. Carol Slocum 1903 - Are we going to discuss the minutes?

C. Secretary's Report - Dick Robinson

1. Record vote to re-appoint Dick Robinson as Secretary at special meeting on January 13, 2010.
2. November 17, 2009 Board Meeting Minutes approved at special meeting on January 13, 2010

3. December 15, 2009 Board Meeting Minutes approved at special meeting on January 13, 2010

D. Treasurer's Report - Sharon Rixen

1. Profit and Loss by Class – December
2. Balance Sheet, Check Register & Fund Transfers – December
3. Budget to Actual General Operating Fund – December
4. JBMI Aging Summary – December

E. Moorage Managers Report

1. Occupancy Report:
 - a. 1529 – Washburn. New tenant, Cory Edgil rented a home on A Row.
 - b. 1683 – Mundis. New tenants, Annie Graves and Michael Lauria rented a home on F Row.
 - c. 1983 – Schmidt. New tenant, Chris Stevens rented an apartment on M Walk West.
2. Collection Issues:
 - a. Member made payment arrangements with Collection Agency, but did not follow through. Member was assessed for non-compliance of insurance coverage.
 - b. Member remains in the collection process due to assessment for non-compliance of insurance coverage.
 - c. Member notified of delinquency.
3. Resident Issues:
 - a. Letter was sent to member regarding an unpaid invoice from InstaFab for a pair of pile hoop arms that were required by the Fire Marshall.
 - b. Letter was sent to member regarding harassment of another member, and second notice regarding feral cats.
 - c. On December 30, 2009, member was witnessed by another member when he hit a NW Natural Gas van. Member left the scene. The witness contacted the office. I spoke with the NW Natural Gas technician, who contacted the police. Member returned to the scene when the police came and was cited for leaving the scene of the accident.
 - d. Letter was received from a member who said some of the Christmas displays on homes were offensive to her and frightening to children.
4. Moorage Complaints and Theft:
 - a. No formal complaints were filed in the past 30 days.
 - b. Three theft incidents dated 12/23 through 12/25/2009.
5. Failure of Pump at Sewer Station:
 - a. On January 3, 2010, I received a call from 2 members to report a malfunction with the sewer pump. Webbing Pump replaced a secondary pump that day, so they came back. The problem was resolved on the same day.
6. Member Request:
 - a. Member is requesting to leave a small trailer in the parking lot to accommodate removal of debris during their remodel. They have no other car parked here during the week. One member lives here during the week (and doesn't drive) and the other member comes on the weekend to haul debris to the dump. Discussion followed.
 - b. Sher Shepps moved to allow trailer as long as it is marked with a sign giving removal date. **Motioned Passed**
7. 1815 – Property Tax Statement Payment:

- a. On December 17, 2009, JBMI sent a letter and a check in the amount of \$221.27 to Michael Schumann, attorney for Dennis Oelke, for our share of the 2008-09 Property Taxes.
8. Christmas Ships Donation:
 - a. On December 30, 2009, JBMI received a letter of appreciation for our donation of \$250.00.
9. Holiday Food Bank Donation:
 - a. JBMI received a postcard from Tim Zimmerman, our attorney, of a contribution to the Oregon Food Bank in lieu of a Christmas gift this year. A thank-you note was sent to them.
10. Slip 1815 Advertisement:
 - a. An ad for slip 1815 has been placed on Craig's List in Portland, Seattle, Los Angeles and New York. In addition we continue to place ads in Freshwater News. To date, we have received occasional inquiries, but no takers.
 - (1) Bruce Broussard made a motion to list property with a broker but died for lack of second.
 - (2) Pam Pariseau pointed out that the board had decided to wait until spring to try new methods
11. Bankline Project:
 - a. No change in the project.
12. Piling Project:
 - a. This project began on scheduled date of December 22, 2009, and was completed on December 30, 2009. Mark Marine was the contractor who pulled and drove the pilings. Steelhead Construction moved the houses. Aloha Electric disconnected and reconnected all electrical connections. Northwest Natural Gas reconnected the gas, and lit the pilot lights. Marine Services was hired to remove a splintered piling. JBMI was responsible for disconnecting the gas, disconnecting and reconnecting the houses at the dock, water and sewer, cable and telephone. Twenty-eight pilings (2-no charge) were pulled, and 16 new pilings installed. Eight houses were moved out of their slips, and two houses were pushed back away from the dock. The length of time the houses were displaced ranged from 1-½ hours to 4 hours. All houses were back in their slip with all utilities connected by the end of each day. Costs to date total \$89,986.69. JBMI is fabricating and installing new pile hoops, for an estimated cost of \$2,250.00 for labor only, materials are in stock. If the pile hoops were fabricated by an outside vendor the estimated cost would be \$3,000 - \$4,000, which would not include installation. The previous project estimate was \$107,775.00.
13. Clean Marina:
 - a. On January 7, 2010, JBMI became a certified Oregon Clean Marina. Special thanks to Matt, Sher, Peg, Lauren, Sherre, Art and Don for their hard work and dedication to becoming the 5th floating home community in Oregon to achieve this status.
14. A-F Walkway Improvement Project Update:
 - a. With the completion of the piling project, we are now able to focus on this project.
15. Maintenance: In addition to regular scheduled maintenance, the following should be noted:
 - a. We have changed from using a de-icer on the docks to solar salt. The solar salt comes in at half the price and doesn't leave a residue on the docks.
 - b. Cold weather damage repaired.
 - c. Additional traps set to capture feral cats. This is monitored daily due to the traps being tripped.

- d. A new procedure for parking violations has been set in place.
- e. Piling Project 12-22-09 thru 12-30-09.
- f. Fabrication of 16 pile hoops has begun.
- g. Spill kits and Clean Marina signs installed.

F. Unfinished Business

1. Clean Marina Update – Kathy Harrison
2. Nominating Committee/Nominations - Bruce Broussard
 - a. President - Peg Johnson
 - b. President - Michelle Tworoger
 - c. Vice President - Margaret Puckette
 - d. Director - Leonard Myers
 - e. Director - Jerry Pekrul
 - f. Director - Berni Pilip
 - g. Treasurer - Sharon Rixen
 - h. Nominations from the floor
 - (1) Treasurer - Roy McMasters
 - i. Dick Robinson asked why our election procedure does not follow the bylaws. Discussion followed.
 - (1) The bylaws state that nominations and voting will conclude at the annual meeting however they also state that the board may take action, such as elections, by written ballot and this is how it has been done for many years. The board agreed that the bylaws should be clarified.
 - j. Barbara Nelson moved to close nominations at 7:40 PM. Motion failed
3. Parking Policy Implementation & Member Requests - Kathy Harrison & Sher Shepps
 - a. The new Parking Policy will be sent to members in the January mailing, rather than the December mailing as originally planed, and will therefore become effective February 1, 2010.
 - b. Brent Baker, 2039, asked why moorage name was included on parking stickers when the original plan did not. Board acknowledged that it was an oversight and agreed to let members who objected either cut out or block moorage name.
4. Member requested that they be able to keep their carport until escrow closes on the sale on their house. Pam Pariseau moved to allow member to continue renting carport until May 31, 2010. **Motion Passed**
5. Newsletter Motion in Review - Dick Robinson
 - a. Dick Robinson explained that he proposed an oversight committee to assure accuracy in the newsletter before realizing that historically the newsletter was looked at as the voice of the membership and board interference would have a negative effect. He encouraged the board to revoke the oversight committee. Discussion followed.
 - b. Barbara Nelson moved to rescind the vote to establish an oversight committee. **Motion Passed**
6. 2010 Budget Proposal Vote - Kathy Harrison & Sharon Rixen
 - a. Peg Johnson asked why the Landscape Committee asked for \$4,000 but only got \$2,000, and what projects would be excluded. Board agreed that amount was reduced because garbage surrounds would probably not be completed in 2010.
 - b. Peg Johnson asked why we have to replace 100 standoffs when many were replaced when we did G-Q and M-Walk west, and B=F standoffs are covered in the

project. Sharon Rixen said that many of the standoffs had failed and needed to be replaced.

- c. Peg Johnson asked if cell tower Income should be put under Ordinary Income since we dedicated it to Ordinary Expenses, but agreed it could be discussed later.
 - d. Item 5338 - Added \$400 for dye testing
 - e. Laura Craford moved to accept the budget. **Motion Passed**
- 7. Sher Shepps asked status of garbage surrounds. Matt Greer said that we would be over budget if we continued as planned so project was stopped until it could be reevaluated.
 - 8. A-F Walkway Improvement Project Status – Kathy Harrison & Peg Johnson
 - 9. Piling Replacement Project Summary – Kathy Harrison
 - 10. Legal Bylaw Review/CRC - Peg Johnson
 - a. Peg Johnson said she would query the board about suggestions for change.

G. **New Business**

- 1. General Membership Annual Meeting Preparation - Kathy Harrison
 - a. Scheduled for February 23, 2010 at Oxford Suites on Hayden Island

H. **Committee Reports**

- 1. Architecture – Barbara Nelson
 - a. The Architectural Committee is considering the following policies and procedures and would like board input:
 - (1) New Construction
 - (a) No taller than two stories
 - (b) New homes must be built outside of JBMI Moorage, and then moved into place.
 - (c) Additional pilings added to the side or end within the footprint may be required for two story homes, depending on wind load, placement in the moorage or other factors.
 - (d) All exceptions will need to be reviewed by Architectural Committee and approved by the JBMI board.
 - (2) Alterations
 - (a) Exterior changes must be requested on Architectural Committee form prior to construction. These forms are available at the Moorage Office and on our website.
 - (b) New swim float structures must not obstruct neighbor's view.
 - (c) Fences shall be no taller than four feet at the walkway and six feet on the sides or rear of the home.
- 2. Clean Marina Program – Sher Shepps - See A. 2. and E.13. above
- 3. Landscape – Patti Fulcher
 - a. Status Report from January 5, 2010 meeting
 - (1) Piles of bark chips remain on the uplands. They need to be advertised for removal and spread where needed.
 - (2) We would like to see plans for garbage surrounds at ramp 4, 6 and 7 as soon as possible so we can plan landscaping. We also request that new surrounds have two doors.
 - (3) Additional plant material is needed for the garbage surround at ramp 2.
 - (4) Our goal is to achieve a consistent appearance of curbs throughout the moorage.
 - (5) We will request permission to spread some of the bark chips outside of the west gate.

- (6) We will request the status of the area outside of the Columbia Crossings' storage gate for possible landscaping.
 - (7) We will request permission to clean up the area around the cell tower outside our fence line.
 - (8) We understand that Don and Art are going to treat the cottonwood stumps with a product that prevents sucker growth and will request the status.
 - (9) We will continue to research and assess potential beaver damage to our trees and shrubs.
 - (10) We will work with Kathy Harrison to develop a landscape maintenance schedule.
4. Row Captains – Leonard Myers - Nothing new
 5. Security Coordinator – Kathy Harrison - Nothing new
 6. Parking Policy Review – Sher Shepps - See H.3. above
 7. Complaint Program Follow-up – None
 8. Web Page Coordinator – Sherre Vanegas - Nothing new
 9. Newsletter Committee - Kathy Baker - See H.5. above

I. **Moorage Representatives**

1. HINooN - Ron Schmidt
 - a. Ron Schmidt is new HINooN secretary
 - b. Portland police officer explained the purpose of the Neighborhood Response Team (NERT)
 - c. Metro Council Policy Coordinator explained the Metro's role in long range planning for various city functions and facilities.
 - d. Walmart intends to open a store at Hayden Meadows.
2. WOOO - Peg Johnson - Nothing new
3. I-5 Bridge Project/Columbia River Crossing Strategy - Peg Johnson
 - a. CRC Ad Hoc Committee is concentrating on liveability issues for Hayden Island.
 - b. Current proposal has less lanes and less impact on Hayden Island
4. Portland Working Group - Barbara Nelson
 - a. Next meeting February 10, 2010 at 5:30 at Jantzen Beach Supercenter community room.
 - b. Now discussing need Safeway property for staging
 - c. Putting a freeway over a populated island is a unique problem calling for creative solutions

J. **Close Meeting**

1. Bruce Broussard moved to adjourn meeting at 9:17. **Motion passed**

Minutes submitted by: Dick Robinson, Secretary

