

Jantzen Beach Moorage Board Meeting Minutes
April 20, 2010 @ 6:30 PM
Hayden Island Super Center – Portland OR

Officers Present: Peg Johnson, Margaret Puckette, Dick Robinson, Roy McMaster

Directors Present: Leonard Myers, Jerry Pekrul, Laura Craford

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

Absent Board Members: Sher Shepps, Bruce Broussard, Barbara Nelson

JBMI Certificates Represented: Bill Scheumann (#1719), Jane-Betts Stover (#1641), Dan Comfort (#1963)

A. Open Meeting

1. Introduction of Board Members & Moorage Staff
2. Discussions on all issues will be held to a time limit.
3. There was not a quorum so no actions were taken.

B. Open Business from the Floor

1. Each individual that is recognized by the chair will state their name and certificate number. This section is to bring forward items from the floor, which are not on the agenda. These items may be addressed by the Board at this time or tabled until a later date.

C. Secretary's Report

1. March 16, 2010 Board Meeting Minutes
2. P. Johnson Suggested we should be able to approve the minutes via email so that they can be included in the following membership packet. The board agreed but there was not a quorum to ratify the vote.

D. Treasurer's Report

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

E. Moorage Managers Report

1. Occupancy Report:
 - a. 1665 – New Renters – Matt Muir and Randy Gress
 - b. 1669 – New Renters – Ralph and Linda Friend
 - c. 1783 – New Owners – Eldon and Debbie Lampson, Dave and Marilyn Simmons, Ed and Margaret Carveth
 - d. 1805 – New Renter – Deva Yamashiro
 - e. 1991 – New Owner – Mia Godet, Roommate-Karen Trusty
2. Collection Issues:

- a. Member has a delinquent account past 90-days, demand letter was sent.
 - b. Member paid monthly arrangement through collections, however was delinquent.
 - c. Collections server has been unable to serve summons on a member because they have moved out. Attorney notified.
3. Resident Issues:
- a. Member was sent a response for a request for a third parking permit. Obtained conditional permit.
 - b. Member was sent a letter regarding threatening behavior towards employees.
 - c. Member correspondence with attorney regarding parking permits. Obtained conditional permit.
 - d. Member was sent a letter regarding barrels, Styrofoam, and building materials on deck. Issue has been remedied.
 - e. There was concern about a water leak and standoffs at a member site. Water leak fixed and standoff issue is being investigated.
 - f. Member was sent a letter regarding late payment involving carport privilege. Payment made 1 day late.
 - g. Two other members were sent a letter regarding late payment involving carport privilege.
4. Moorage Complaints and Thefts:
- a. Top of ramp 7, 3 pagoda lights were damaged.
 - b. Member filed a complaint against another member. Contacted member, situation remedied.
5. Parking Policy Update:
- a. Letters were sent out to residents who were interested in receiving Conditional Parking Permits.
 - b. We are currently working on Conditional Parking Permit Agreement.
 - c. We are currently working on letter to residents who live between Ramps 6 and 7 regarding suggestions to help alleviate parking congestion.
6. Member Request:
- a. Member requested a cap for his piling because the seagulls are making a mess on his entryway.
7. Treebate Project:
- a. On April 8, 2010, we applied for the rebate for the trees we planted on the bank line. If approved, we should receive \$1,287.00 towards our water/sewer bill.
8. Notice of Rental Rate Change:
- a. On April 3, 2010, we received notice that our monthly rental for a storage unit that houses our A-F Walkway decking will be raised from \$89.00 per month to \$94.00.
9. Vial Fotheringham Forums:
- a. Board Member Training Course for April is scheduled for 4-29-2010. The topic is "Building Maintenance/Repair".
 - b. Wills and Trusts Educational Seminar scheduled on 5-13-10 at the Vial Fotheringham Conference Center.
10. US Bank Reconciliation Adjustment:
- a. An adjustment was made to correct a bank error.
11. A-F Walkway Update:
- a. The Zoning correction checklist has been submitted back to the city, with the exception of the Environmental Review.
 - b. John Deppa (Engineer) has submitted his draft for the ER.
 - c. John Deppa is submitting his changes for the Life Safety and Structural checklists.

- a. We received an extension for our permit with the Corps of Engineers until October 24, 2010.
2. WOOO Membership:
 - a. Renewal time for our WOOO membership. Cost is \$125.00 for a one-year membership, \$235.00 for two year, \$345.00 for three, and \$75.00 for an associated membership. Representative is needed.
 - 1) P. Johnson. said to renew our membership if there is money in the budget.
3. Maintenance:
 - a. Completing tubing project.
 - b. Continuing parking lot sweep for violations.
 - c. Gate repair.
 - d. Waterline repair.
 - e. Ordered 25 pair of replacement standoff pads for those that have worn out.
4. Upcoming Projects:
 - a. Fabricate and install flagpole for Clean Marina Flag.
 - 1) It was suggested that we place the flag pole at the entrance gates. K. Harrison said she would look into getting a second flag so we can put one at each entrance.
 - b. Power wash decks and ramps.
 - c. Repair a section of carport near Ramp 2 in preparation for painting.
 - d. Clean, scrape and paint several meter bases.
 - e. Treating cottonwood stumps, and blackberries on bankline.

B. Unfinished Business

1. Bylaw Legal Review/CRC - P. Johnson
2. A-F Walkway Improvement Project Status – K. Harrison & P. Johnson
 - 1) We do not meet the Portland landscaping requirements which will cost us additional fees.
3. Moorage Clean Up Day 2010 - P. Johnson & B. Broussard
4. Jane-Betts Stover (#1641) asked what we were doing to sell slip #1815. R. McMaster said we should lower the price or stop wasting money advertising it. Jane suggested we could do a better job of advertising and agreed to help.

C. New Business

1. Revised 2009 Financials to Members – P. Johnson & R. McMaster
 - 1) R. McMaster and P. Johnson said they would put a notice in the next newsletter stating the information would be available in the office for review.
2. Member Request for Tenant Screening Review - K. Harrison
 - 1) Dan Comfort asked the board to reconsider the screening of his tenant.
 - 2) P. Johnson said the board would discuss the issue in executive session however it would not occur until we have a board meeting with a quorum.

D. Committee Reports

1. Architecture – M. Puckett
 - a. Jane-Betts Stover is joining the committee
 - b. Committee would like to acquire a high resolution picture of the moorage to establish current footprints.

- c. Committee would like to assist residents in rows A and B who want to stay in the moorage to make contact with home owners in other parts of the moorage that would like to sell there houses, so the two parties might negotiate a trade.
 - 1) P. Johnson suggested that they discuss with CRC committee
 - d. Committee would like to develop a spreadsheet to log changes in homes, location , construction, layout, etc.
 - e. Committee would like to improve review and enforcement of existing by-laws and policies.
 - f. Committee discussed two visions for moorage related to building height
 - 1) Allow any construction or remodeling as long as it fully satisfies Title 28 of the Portland Building Codes, which says a building must not exceed 75% of slip length.
 - 2) Add additional restrictions to Title 28 to assure livability for all moorage residents, such as limiting height to two stores and size of second story decks and fences.
 - 3) Committee recommends the following rules for new construction and major remodeling projects.
 - a) New homes should be significantly completed outside of the moorage.
 - b) If construction is to be done in the moorage, all incoming and outgoing materials should be transported by water.
 - c) No construction or alterations can exceed the original footprint, including overhanging decks, balconies, stairways and eaves.
 - d) Builder must notify the Architectural Committee of expected duration of project.
 - e) All new construction and remodeling must fulfill Title 28 requirements.
 - f) All new construction and remodeling must consider wind load and add pilings as recommended by an engineer, at the owner's expense.
 - 4) Committee is considering:
 - a) Restriction of building structures on swim floats that affect neighbors.
 - b) Limiting fence height.
 - g. L. Myers and J. Pekrul said they feel enforcement of current bylaws should be top priority.
 - h. D. Robinson said that if restrictions are put on swim float structures and/or fences it should apply to everyone, without grandfather clauses, to prevent structures from being built just prior to new regulations.
 - i. K. Harrison said she would like clarity of what her priorities are regarding architecture committee issues so her staff can act consistently.
2. Human Resource Review – S. Shepps
 3. Landscape – P. Fulcher
 4. Row Captains – L. Myers
 5. Security Coordinator – D. Robinson/L. Myers
 - a. John Heald and D. Robinson have met with two companies and will have proposals ready for the May, 2010 board meeting.
 - b. Current estimates are between \$10,000 and \$15,000 plus infrastructure.
 - c. K. Harrison said that here crew saw no need for walkee-talkees as discussed at the March board meeting.
 6. Parking Policy Review – S. Shepps
 - a. Absent
 7. Complaint Program Follow-up – Feb: Laura Craford, Mar: Need New Director
 8. Web Page Coordinator – D. Robinson

- a. Web site is done and open to suggestion.
- b. We can create secure areas as needed.

B. Moorage Representatives:

- 1. HiNooN – R. Schmidt
 - a. Portland police officer spoke about Trespass Agreement with island businesses.
 - b. Introduced new Columbia Crossings employees.
 - 1) Brian Shorte - Manager
 - 2) John Villanueva - Harbormaster
 - c. Walter Vallenta spoke about activities of PDXplore architects
 - d. Sebastian Degens spoke about the planned dredging of Terminals 501 and 503. Approximately 20,000 cubic yards of spoils will be barged to Hayden Island. Project will take about two weeks per terminal.
 - e. Rachel Hoy and Phil Nameny from city of Portland gave update on West Hayden Island planning process. Economic and environmental studies should be completed in May of this year.
- 2. WOOO – P. Johnson
- 3. I-5 Bridge Project/Columbia River Crossing
- 4. Strategy – M. Tworoger
- 5. Portland Working Group – B. Nelson
 - a. Reported on a letter from Washington and Oregon governors asking that the I-5 project be put on “fast forward”.
 - b. Property acquisition is tentatively scheduled to start in the fall of 2011. Must be completed before construction starts.
 - c. Construction is tentatively scheduled to start in the fall of 2012.
 - d. Discussed how construction will affect traffic on and off island and emergency vehicles.

C. Close Meeting

- 1. Meeting was adjourn at 8:59 PM by P. Johnson

Minutes submitted by: Dick Robinson, Secretary

