

*Jantzen Beach Moorage, Inc.
Board of Directors (BOD) Meeting
Summary Minutes from
July 16, 2013*

Board of Directors (BOD) Present - Officers: Maia Godet, Sharon Rixen and Ginny Girotti-Sorem
Directors: John Heald; Ivan Karmel, Barbara Nelson, and Berni Pilip
Absent: Margaret Puckette
Management: Pam Pariseau
Certificate Holders Present: 1741, 1753, 1983, 1999 and 2011

A. Opening of the meeting: Meeting called to order at 6:30 pm by Maia Godet.

1. Introduction of Board of Directors (BOD).

B. Secretary's Report:

1. **June 18, 2013 BOD Meeting minutes –**

Barbara Nelson made a motion to accept the minutes as revised; Berni Pilip seconds the motion. Vote passes unanimously to accept the minutes with one revision.

Berni Pilip asked that the minutes state if a new resident is a Tenant or Owner.

C. Treasurer's Report: All reports were approved by the BOD with one comment.

1. **Balance Sheet**
2. **Profit & Loss (P & L) by Class**
3. **Check Register**
4. **P&L Budget to Actual – General OP Fund**
5. **A/R Aging Summary** – The (\$.50) credit balance will be rounded to zero. Pam Pariseau has sent notices to all Certificate Holders who have credit balances.

D. Manager's Report:

- **Occupancy Report** – 1 new tenant (1689) and 1 new member (1807).
- **Collections** – 1665; the agreement has not been signed. Per the agreement, \$3,500 will be paid this month and 1/5 of the remaining balance will be paid each month in monthly installments until paid in full. If any payments are missed, the property will go to a Sheriff's sale immediately.
- **Thefts / Vandalism** – 1
- **Resident Issues** – 1; Row A; dog is not kept on a leash and urinating on the new walkway. The office has 4 photographs of this dog to document this issue. The office has additional photographs to document unattended watering hose and feeding of the wildlife which attracts disease carrying animals (i.e. Rats). Office has this photo as well.
- **A Row Project** –
 - ⌚ New decking and lighting are complete;
 - ⌚ Walkway will be leveled after all upgrades are completed;
 - ⌚ Wooden railings will be removed;
 - ⌚ Wooden posts will be wrapped with white aluminum;

⌚ Light soffits and aluminum handrails to be installed;

⌚ Lighting adjustments will be made to include lower watt bulbs and tinted light covers.

Some Row A residents have express concerns about the brightness of the lights and the large amount of bugs attracted to the new lights.

- **Gate Replacement Project** – All swing gates and security electronic eyes have been installed. Remotes will become available for purchase when the project is completed. It will no longer be necessary to enter the pound (#) sign before the slip number on the key pad at the gates. Notices will be posted on all bulletin boards.
- **Cell Tower** – AT&T is waiting on PGE to replace the current pole with a larger pole and then installation will be completed. Work in progress.
- **Tree Removal at Ramp 6** – The maple tree has been cut down. The stump removal and landscaping will be completed by July 18.
- **Parking Update** – 8 citations have been issued. Carport issues are being address to include one car that has not been moved in 2 years. Stripping and seal coating of the parking lot will be completed in July.
- **Buoys** – The new buoys are considered to be “Lake” buoys and are a hazard in front of JBMI. 1 Buoy was hit. JBMI will consider buying larger buoys at \$750 each and adding different floatation.

Ivan Karmel made a motion for JBMI to spend \$2,000 total to replace all 3 buoys.

John Heald seconds the motion; Motion passes unanimously.

➤ **Maintenance in Process –**

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| ✓ Irrigation repairs | ✓ Pressure wash walkways |
| ✓ Correcting chain-ups | ✓ Cleaning cottonwood off common areas |
| ✓ Repair pagoda lights that have corrosion & not working | ✓ Screw replacement |
| ✓ Painting speed bumps | |

➤ **Maintenance Ongoing –** same as last 3 months

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| ✓ Parking lot clean up | ✓ Irrigation system repairs |
| ✓ Sewer/Water meter readings | ✓ Installing standoffs |
| ✓ Gate repairs (PED and vehicle) | |

➤ **Maintenance Completed –** same as last 2 months

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| ✓ Replace 36 broken curb stops | ✓ Replace transition plates at ramps 2,3,4,5 & 7 |
| ✓ New communication and phone wires to gates | ✓ Trimmed bushes behind old Comp USA |
| ✓ Treat rose bushes and trees for aphids using soap and water | |

➤ **Maintenance Upcoming –**

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| ✓ Repair pile hoops | ✓ Repair/Paint electrical pedestals on walkways |
| ✓ Repair / paint carport #2 | |
| ✓ Clear weeds/blackberry bushes on bankline | |

E. Unfinished Business:

1. **Pet Policy Fines** – The JBMI leash law applies to all cats and dogs. It was agreed if a Certificate Holder’s animal is found outside the home and is not in control by the owner via a leash, a warning letter will be sent to the Certificate Holder. 2nd offense = \$25; 3rd offense = \$50 and additional violations = \$100 fines.

Ivan agreed to talk to the owners at 1555 with the pictures within the next 30 days regarding the dog not kept on a leash and the over watering issues. Ron Schmidt expressed concerns about dog noise and suggested not to allow “guard” dogs by breed that could potentially bite anyone. There have been no complaints regarding dog bites at JBMI.

As a reminder: Canadian Geese are a protected species and people are encouraged to use non harassment type methods to deter the geese.

2. **Covered Carport Policy** – All autos must display current tags and carports cannot be subleased.

Ivan made a motion to abolish the distinction between full and part time owners at JBMI to be on the wait list for a covered carport. Sharon Rixen seconds the motion. Motion passes unanimously.

F. New Business:

1. **Conditional Parking** – Currently if a Certificate Holder has a third car; they must pay \$20/month and park along the fence line or in the “overflow” parking area. The Bylaws state that there are no designated parking spaces at JBMI.

Sharon Rixen made a motion to allow people to park their vehicles anywhere at JBMI. Ivan seconds the motion. Vote: 3 yes; John Heald abstains; and Barbara Nelson votes no; Motion passes.

2. **Reduction of Sale Price of 1815** – This property has been on the market since 2010 and JBMI has lost over \$14,000 in revenue.

Barbara Nelson made a motion to reduce the price from \$130,000 to \$105,000. Ivan seconds the motion. Motion passes unanimously.

G. Committee Reports:

1. Architectural – This committee has is working to plan another walk through of the moorage to address safety and Bylaw violation issues regarding the outside of residential homes. The issues on Row C are in the process of being worked out.
2. CRC – No meeting; no report; this committee is dissolved.
3. Complaint procedure – No meeting; meeting will held soon.
4. Finance – No meeting; no report
5. Row/Ramp Captains – Barbara Nelson and Sharon Rixen; Honey Pot testing will start soon.
6. Web Page Master – No meeting; no report
7. HiNoon – Ron Schmidt reported the following subject matters:
 - 🕒 I-5 / Columbia River Crossing project has been dissolved and discontinued.
 - 🕒 West Hayden Island partial annexation involving the City Council.
 - 🕒 A BarBQ will be held as closure regarding CRC.
 - 🕒 Hayden Island Clean-up group will meet Saturday July 20 at Best Bye or go to myhaydenisland.com for additional information.

H. Open Discussion – None

8:05 Meeting closed and went into Executive Session to discuss one matter.

Meeting Adjourned at 8:30 pm

Respectively Submitted by Michelle Tworoger