

Jantzen Beach Moorage, Inc. (JBMI)
Board Meeting Summary Minutes from
June 19, 2011

Board of Directors (BOD) Present - Officers: Maia Godet; Margaret Puckette; and Ginny Girotti-Sorem; **Directors:** John Heald; Ivan Karmel; Barbara Nelson; Berni Pilip; and Sharon Rixen

Not Present: Director: Jerry Pekrul

Management: Pam Pariseau

Certificate Holders Present: 1737; 1753; 1927; 1973; 1975; 1983; 1999; 2007; and 2011

- **Opening of the meeting:**

Introduction of Board members and moorage staff ~ Maia Godet called the meeting to order at 6:32 with a quorum present and introduced all Board members as well as, Moorage Manager.

- **Secretary's Report:**

April 17 Board Meeting Minutes –

Sharon Rixen made a motion to accept the minutes as written. Barbara Nelson seconds the motion. Passes by a 3-2 vote to accept the minutes.

May 15 Board Meeting Minutes –

Sharon Rixen made a motion to accept the minutes as written. Barbara Nelson seconds the motion. The vote passes unanimously.

June 5 Special Meeting Minutes –

Barbara Nelson made a motion to accept the minutes as written. Berni Pilip seconds the motion. The vote passes unanimously.

- **Treasurer's Report:** All reports are reviewed by Board Members.

1. **Profit & Loss (P & L) by Class**

4. **Budget to Actual**

2. **Check Register**

5. **Balance Sheet**

3. **P & L Budget to Actual**

6. **A/R Aging Summary**

The insurance increase for floating docks/piers in May was due to a double posting in March and corrected. John Heald had a question regarding the \$41,712.90 Unearned Income (Slip Loans) cost on the balance sheet. This amount reflects the balance owed to US Bank but Pam will research this figure and verify the balance. John also inquired about the legal costs reflected on the Check Register. This cost covers the review of the plat map where the Pushing the Envelope building sits. This property is completely owned by Columbia Crossings.

- **Manager's Report:**

1. **New tenants:** 1529; 1907; 1983

2. **Collections:** 1631 – Pending foreclosure proceedings and going to a Sheriff sale.

3. **Theft/Vandalism:** 3 incidents: 1) Trail camera stolen 2) Observation of unseen passenger in a black camaro with red wheels taking pictures of cars in carports 3) Wires cut to millers edge at West exit gate.

4. **Resident issues:** Two issues from 1683 and 1927.

5. **Parking:** 11 citations were issued within the past 30 days. 9 had “no parking permits” and 2 boat trailers but all were resolved.

6. **JBMI Clean-Up Day:** Was a success! Two 20 yard dumpsters were filled and hauled away.

7. **Kaiser Medical Insurance Renewal:** New costs and deductible were discussed.
Sharon Rixen made a motion to accept the new premium of \$554.77/month which includes dental at a premium increase of \$12.19/month with a \$1,000 deductible.
Barbara Nelson seconds the motion. Vote passes unanimously.
8. **Charles Jordan Date:** A gathering will take place on July 22 at 9009 N. Foss Avenue to honor Charles Jordan and officially rename the University Park Community Center as the **Charles Jordan Community Center**. Mr. Jordan served as a Portland City Commissioner and Portland Parks and Recreation Director for many years.
9. **Fire Inspection:** The Harbor Master will be conducting a walk-through of JBMI on June 26 looking for violations. A list of potential violations (*Marine Board licenses must be posted and a water hose must be attached and assessable for use from the walkway*) will be posted on all bulletin boards.
10. **Portland Water Bureau (PWB):** This work is scheduled to be completed by July 1.
11. **Gate Repairs:** Pam is collecting bids to replace the old Access electronics and the West gates.
12. **Deck Screw Replacement:** JBMI has hired a part time person to replace all damaged screws on the walkways.
13. **Maintenance projects ~**
 - ❖ **In process:** 1) Pressure wash walkways starting at Ramp 6. 2) Set timing for the irrigation system at Ramp 4. Repairing irrigation heads is an ongoing task. It would cost \$38,000 to replace the existing system 3) Repair speed bump at Ramp 6. 4) Gate maintenance. 5) The purchase of additional land by Ramp 6 for parking is going forward and scheduled to go to the Title company for closing.
 - ❖ **Completed projects:** 1) Repair irrigation heads 2) Dug trenches for irrigation repairs at ramps 1, 2 & 3. 3) Replace all wheels and bearings on East and West gates.
 - ❖ **Ongoing projects:** 1) Parking lot cleanup 2) Sewer/water readings 3) Gate repairs 4) Irrigation system repairs 5) Leaf removal 6) Install standoffs.
 - ❖ **Upcoming projects:**
 - ✓ Row A project – Collecting electrical bids
 - ✓ Replaced damaged standoffs
 - ✓ Prune shrubs and trees
 - ✓ Landscaping at garbage surrounds at ramps 4,6 & 7
 - ✓ Clean bank line when water levels drop.

• **Unfinished Business:**

1. **Process to approve BOD minutes –** It was agreed that voting cannot take place via phone. Meeting minute's comments will still be solicited from the BODs via e-mail.
Berni Pilip made a motion to send out "draft" BOD meeting minutes with the monthly statements to the Certificate Holders. Any changes will be sent the following month.
This will help facilitate increased and timely communication with the Certificate Holders.
Barbara Nelson seconds the vote. Vote passes unanimously.
2. **Status of Indemnification issue -** Communications are ongoing and still in process.
3. **Status of Webmaster and Newsletter Editor positions (+guidelines) –** Berni Pilip's research is ongoing regarding necessary skills for the webmaster position. No volunteers have come forward for the JBMI Newsletter Editor position.
4. **Status of DSL lease –** This lease is not renewable until 2017.

5. Author of Newsletter – TBD but Pam will continue with the monthly “Dock Talk” to be sent out with the monthly statements.

6. Complaint from 1991 – This complaint involves the spacing of clear water space between 1991 and 1983. This issue is controlled as common use at the sole discretion of the Board of Directors. It also encompasses several components such as:

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| ✓ Dated issues over 10 years | ✓ Buyout issues |
| ✓ Past management/neighbor approval decisions | ✓ Walkway alignment |
| ✓ Ownership changes | ✓ Water Space measurements have changed |

Maia Godet abstained from the discussion. It was agreed that this issue has 4 potential decisions: 1) Uphold the complaint 2) Deny the request to change the spacing of the clear water space between the two homes 3) Table the issue 4) Negotiate through a 3rd party.

Berni Pilip made a motion to deny the complaint but if the parties could seek other means to resolve the issue that would be ok. Ivan Karmel seconds the vote. Passes by a 3-2 vote to deny the request.

Jerry Pehrul was available via the phone for the vote but his vote was not considered due to the fact that he did not hear the discussion prior to the vote and Ivan believes that votes by phone are not allowed.

• **Committee Reports:** All reports are to be submitted in writing.

1. **Architectural:** Barbara Nelson has removed herself from the committee but will be available for consultation. Berni Pilip and Mike Virgin have volunteered to serve on this committee. Next month a vote will take place regarding the 6 foot guideline for fences.

A walk-through is scheduled to start the week of June 18. At this time, the width of each home will be measured to establish a baseline since this has not been done since 1999 and lots of changes have occurred.

Pam will be sending a letter to the realtors that all floating homes for sale must have their slip width and length verified prior to closing. This help to record slip dimensions and compare those numbers with the certificate. This will also include the free water spacing.

2. **Columbia River Crossing:** Jill Gelineau with Schwabe, Williamson & Wyatt will be meeting with this committee on June 21. After this initial meeting, she will meet with the general membership to address concerns and questions regarding the proposed language changes to the Bylaws relating to the condemnation section.

3. **Complaint Procedure:** Maks and Rick have resigned from this committee. Michelle Tworoger volunteered to serve on this committee. Ivan Karmel reported that this committee has not met to address the status of unresolved complaints.

4. **Finance:** Ginny Girotti-Sorem reported no pressing issues.

5. **Moorage Activities:** Ivan reported that Moorage Bar BQ will be held August 11, 4-10 pm at the West end. The Bar BQ will be a potluck with residents bringing salads. The BOD approved \$2,000 to cover the costs for a R&R band, meats (chicken/ribs), slaw, beans and soft drinks. There will be several contests such as Mac and Cheese, Frisbee Toss, Doggie Olympics events plus gifts and prizes.

The next meeting will be July 10, 6:30 pm. No alcohol will be provided but BYOB is ok.

6. **Security/Row Captains:** Honey pot testing will occur in July.

7. **Volunteering:** No report; tabled until next month.

8. **Web Page:** TBD

9. **WOO & HINoon:** Ron Schmidt provided written reports which are available at the office.

8:40 adjourned and went into Executive Session

Meeting Adjourned at 8:55

Respectively Submitted by Michelle Tworoger