

Jantzen Beach Moorage, Inc. (JBMI)
Board Meeting Summary Minutes from
July 17, 2012

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

Not Present: Barbara Nelson

Management: Pam Pariseau

Certificate Holders Present: 1627, 1639, 1715, 1737, 1741, 1753, 1767, 1771, 1773, 1951, 1983, 1999 and 2011

- **Opening of the meeting:**

Introduction of Board members and moorage staff ~ Maia Godet called the meeting to order at 6:33 with a quorum present and introduced all Board members as well as, Moorage Manager.

- **Secretary's Report:**

June 19 Board Meeting Minutes –

Berni Philip made a motion to accept the minutes as written. Sharon Rixen seconds the motion. Vote passes unanimously.

The June Action Items were not distributed so Michelle Tworoger agreed to send out via e-mail to all BODs.

- **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 |

No comments or questions from BODs.

- **Manager's Report:**

1. **New tenants:** 1679 and 1875
2. **Collections:** 1631 – see new business #2
3. **Theft/Vandalism:** 3 incidents: Two motor vehicles were damaged and a parking sign was stolen.
4. **Resident issues:** Two issues from 1753 and 1771. There are complaints of on-going loud music coming from 1801 which is getting worse according to some residents. The City of Portland has been contacted about his issue. Ivan Karmel, chair of the Complaints Committee, will look into this issue. Ivan asked for a copy of all written complaints from impacted neighbors regarding this specific issue. Assessments to the resident might occur. The homeowner is working with the residents and offered to be a mediator to work towards a peaceful solution.
5. **Parking:** 25 citations were issued within the past 30 days. 13 had “no parking permits”; 10 expired plates and 2 boat trailers but most were resolved. See New Business #1.
6. **Fire Inspection:** The Harbor Master conducted this inspection on June 26. A written report was provided by the City of Portland. He found 33 violations and 22 letters were sent to Certificate Holders regarding violations. This is an improvement from last year. The goal is resolve all violations prior to August 5.

7. **Portland Water Bureau (PWB):** All work has been completed but the PWB is expected to seal the asphalt at Ramps 1, 2 and 3.
8. **Gate Repairs:** Superior Fence provided a bid of \$45,751 to replace the 20 year old West gate and the old Access electronics. Pam Pariseau is working on collecting additional bids, considering an Aluminum retro fit and looking into access with long distant phone numbers (area codes other than 503).
9. **A-F Slip Loans:** The balance owed to US Bank by 15 JBMI Certificate Holders is \$140,469.43. This amount is reflected on the Balance Sheet.
10. **Deck Screw Replacement:** Work has been completed west of Ramp 7.
11. **Maintenance projects ~**
 - ❖ **In process:** 1) Repair broken pilings 2) Pressure wash walkways 3) Replacing broken irrigation heads 4) Gate maintenance.
 - ❖ **Completed projects:** 1) Replaced lost FDC caps on standpipes 2) Resolved fire inspection violations 3) Walk through of JBMI to check all fire extinguishers and update log accordingly 4) Corrected hookups to walkway pilings with turnbuckles 5) Repaired irrigation heads 6) Dug trenches for irrigation repairs at Ramps 1, 2, and 3 7) Replaced 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) Installing 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.

Maia read a statement from an unknown resident voicing a concern regarding heavy foot traffic and possible illegal activity.

The Moorage Garage Sale will occur on July 28, 8:30 to 4:00 pm.

- **Unfinished Business:**

1. **Review bids to replace gates and electronics:** See manager's report #8
2. **Legal Fees:** Maia is working with legal counsel to resolve the wording in the agreement.

- **New Business:**

1. **Parking Policy:** Some residents had concerns about the seriousness of the parking violation tags since a large amount of violations may occur within 24 hours or 1 day. Management reassured the residents that the tags were a warning and the tags asked the violators to contact the office to resolve the manner. It was agreed that management will start to assess people with expired tags after a warning has been issued. There were concerns about mobility scooters and approved carts.

It was agreed that this policy should apply to everyone in the same manner. Leonard Meyers, Chuck Hindenburg, Mike Virgin and Berni Pilip volunteered to serve on a new Parking Policy committee.

Berni Pilip made a motion pending approval from the Parking Policy committee to include and allow motorcycles with a car in a carport parking spot but they both must remain within the carport parking footprint. Sharon Rixen seconds the motion. Vote passes with 1 abstained.

2. **McClung Note:** The moorage has been working with this Certificate Holder for 3 years to resolve this issue. Legal counsel is working on foreclosure proceedings. JBMI was unaware of Mr. Ott's interest in the property.

Mr. Ott attended the meeting and provided a background and stated that Mr. McClung has defaulted twice on his obligation of the home but always paid. He has been told that he is not responsible for Mr. McClung's JBMI debt. JBMI has security rights to the slip but not the home. It was agreed that his matter is a legal issue and not a BOD decision. Ivan recommended deferring this issue to legal counsel. Maia will provide legal counsel contact information to Mr. Ott.

3. **Home Business Policy:** On October 19, 2010, a motion on a Home Business policy was made and passed. There were concerns that member's employees and contractors are parking in the JBMI handicap parking areas. Since the policy states that Home Businesses cannot use moorage resources, it was agreed that this issue (moorage resources) needs clarity. The new Parking Committee will address this issue.
4. **Insurance:** JBMI insurance rates are up for renewal in October. Management will meet with an Insurance Broker to explore options.
- **Committee Reports:** All reports are to be submitted in writing.
 1. **Architectural:** A walk through of the moorage has been completed. Letters will be sent to Certificate holders towards the end of July regarding any violations. During a recent meeting, 3 areas were addressed: 1) New Construction 2) Alternations and 3) A/C requests.
 2. **Columbia River Crossing:** Margaret Puckett provided a report and talked about the challenge to get the bylaws condemnation section changed. The "...proposed amendment to the bylaws is intended to provide a general framework and broad guidelines for handling the condemnation proceeds from the CRC project."

Margaret believes that ODOT might distribute compensation to homeowners through JBMI. Michelle Tworoger believes ODOT will work with homeowners directly and distribute compensation of people's personal property directly to the homeowner and not JBMI since JBMI has no ownership interest in a person's residence.

3. **Complaint Procedure:** Past actions have been summarized and working to determine if any further actions are needed on some complaints. Recommendations will be made at the August meeting.
4. **Finance:** Ginny Girotti-Sorem reported no pressing issues.
5. **Moorage Activities:** The 15th anniversary moorage party event will be held on August 11 from 6:00-10:00 pm, flyers will go out with August invoices as to what residents will be asked to bring for a potluck. Footy Blues catering will provide Chicken & Ribs.. Notices will be sent early to the impacted carports.
6. **Security/Row Captains:** No report
7. **Volunteering:** No report;
8. **Web Page:** Monica Johnson, 1751 & Nikki Collins, 1943 have volunteered to fill this position. .
9. **WOO & HINooN:** Ron Schmidt provided written reports which are available at the office. There was discussion that a truck route is planned to run through the middle of the island. There are also plans to move coal dust via the railroad bridges along the Columbia River. There is the potential of losing 1 pound of coal dust per mile.

9:00 adjourned and went into Executive Session

Meeting Adjourned at 9:45

Respectively Submitted by Michelle Tworoger