

Jantzen Beach Moorage, Inc.
Board Meeting Minutes
August 21, 2012

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

Not Present: Ginny Girotti-Sorem and Sharon Rixen

Management: Pam Pariseau

Certificate Holders Present: 1529; 1627; 1639; 1641; 1741; 1753; 1767; 1769; 1771; 1773; 1871; 1895; 1951; 1999; and 2011.

- **Opening of the meeting:**

Introduction of Board members and moorage staff ~ Maia Godet called the meeting to order at 6:36 with a quorum present and introduced all Board members as well as, Moorage Manager.

- **Secretary's Report:**

July 17 Board Meeting Minutes – Pam Pariseau stated that on Page 3, paragraph 1, the sentence "It has been determined that Dale Ott is the first lien holder on the slip" needs to be deleted.

John Heald made a motion to accept the minutes as corrected. Berni Pilip seconds the motion. Vote passes unanimously.

Michelle Tworoger summarized the outstanding Action Items.

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

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

2. **Check Register**

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

4. **Budget to Actual**

5. **Balance Sheet**

6. **A/R Aging Summary**

John Heald had the following questions:

- Maintenance costs of the entrance gates – Pam stated that no problems have occurred within the past 45 days.
- Increase costs for irrigation. Pam reported that the new high pressure valves required by the City are causing this cost increase.
- Payroll benefits. Pam reported that this cost includes 15 days of Personal Time accrued by employees.
- Association Function Expense: Pam reported that the increase reflects the cost for the JBMI BBQ for food, the band and also refreshments provided at the monthly Board Meetings.
- City of Portland expense: Pam reported that the City has increased their water rates by 6%.
- No legal bills were received for July.

The finance committee will start the budgeting process in September to comply with the November due date.

Pam is working with PGE and Cochran Electrical trying to get electrical approvals for the improvements to Row A. Electrical lines cannot go underwater any longer. It has been suggested to build a cat walk from Row A to shore for electrical services. There is a concern about the load to each home and the City no longer allows transformers on walkways.

- **Manager's Report:** A get well card was sent to Mike Frost @1731, recovering from surgery and a congratulations card was sent to Laura Craford@ 2015, for her new baby.

1. **New tenants:** 2027
2. **Collections:** 1631 – Pending foreclosure
3. **Theft/Vandalism:** 2 incidents: Some personal items were stolen from a residence and someone had turned off the timer to the irrigation switch.
4. **Resident issues:** Two issues regarding 1959 and 2031.
5. **Parking:** 8 citations were issued within the past 30 days.
6. **Fire Inspection:** All 12 violations regarding chains have been resolved. 11 letters were sent and calls were made to homeowners regarding their OSMB plates. The Harbor Master plans to conduct a second inspection in the near future.
7. **Portland Water Bureau (PWB):** All repairs have been completed except the finishing of the asphalt sealing at Ramps 1, 2 and 3.
8. **Deck Screw Replacement:** Currently working on Row Q.
9. **Maintenance projects ~**
 - ❖ **In process:** 1) Replacing broken irrigation heads 2) Gate maintenance and 3) Irrigation repairs.
 - ❖ **Completed projects:** 1) Finished pressure washing all walkways 2) Unhooked houses connected to pile hoops and reattached the walkways 3) Corrected all fire inspection violations and 4) Replaced all bad standoff pads.
 - ❖ **Ongoing projects:** 1) Parking lot cleanup 2) Sewer/water readings 3) Gate repairs 4) Irrigation system repairs 5) Leaf removal and 6) Installing standoffs.
 - ❖ **Upcoming projects:**
 - ✓ Row A project – Collecting electrical bids
 - ✓ Repair and paint carport #6
 - ✓ Replaced damaged standoffs
 - ✓ Prune shrubs and trees
 - ✓ Landscaping at garbage surrounds at ramps 4,6 & 7
 - ✓ Clean bank line of blackberries and weeds when water levels drop.
 - ✓ Asphalt new parking area. Currently requesting bids.
 - ✓ Break up concrete sidewalk at ramp 6 and move plants to another location.
 - ✓ 20 new parking spots will become available soon.
 - ✓

The JBMI BBQ costs stayed within the budget and it was a big success. Everyone was thanked for their involvement in this event.

- **Unfinished Business:**

1. **Update on noise complaint for 1801.** Jane Betts, homeowner, wrote and distributed a heartfelt 2-page letter to neighbors to apologize and also proposed some new noise guidelines. The noise has decreased and achieving resolution is a priority.

Ivan Karmel reminded everyone that there is a complaint appeal request procedure to have the Board review complaints if needed.

Does threatening behaviors = harassment? Some complaints need to go through dispute conflict resolution. It was suggested to obtain a professional mediator to resolve some complaints. Further discussion will occur after the meeting on this issue.

2. **#1631 Collections.** This issue will be discussed in executive session.

- **New Business:**

1. **Watering Policy** - Michelle Tworoger believes a JBMI Water Policy needs to be drafted and approved to resolve the over watering at JBMI's expense that occurs within the moorage. Barbara Nelson volunteered to draft this policy to be reviewed at next month's BOD meeting.
2. **Insurance Pricing** - Maia has a meeting scheduled with a new Insurance agent. She plans to meet with Ron Schmidt, as well.
3. **Parking Policy** – This new committee held a meeting and is working on several issues including the following:
 - Car port footprints need to be determined.
 - More signage is needed regarding the speed limit. It was suggested to paint the speed limit on the asphalt.
 - All State registered motor vehicles need to have current tags.
 - Scooters can be registered with the office.
 - Visitor's parking will be designated.
 - No additional handicap parking is allowed at JBMI.
 - It is ok to have two vehicles within one parking footprint.
4. **#1967 additional float** - A letter with a warning of an assessment of \$25/day, if they were not in compliance by July 31, 2012, had been issued to them. John Heald had written a letter stating that all homes must be contained within their footprint. The resident wants a letter stating they are in compliance, since they moved the float to the west side of their home. Article 6, 1B of the Bylaws contains a typo regarding depth vs. length. It should read length and not depth. There are concerns that this rule should apply to everyone living at JBMI. #1967 will research other violations and might appeal this particular violation. Ariel photos are available to determine existing lengths. It has been determined that a boat lift is considered to be boat space. There was concern about enforcing Bylaws that contain typos.

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

1. **Architectural:** No meeting took place. John Heald reported that all 26 letters regarding walk through spotted violations will be sent Monday. There are no maximum 4 foot maximum fence height guidelines or restrictions on floats. Honey Pot testing will start next week.
2. **Columbia River Crossing:** Margaret Puckette is working on a re-write of the bylaws for the condemnation section only. There needs to be clarity on what is considered a vast majority. 132 or a majority of 2/3? She plans to submit a bylaw proposal next month.
3. **Complaint Procedure:** Ivan Karmel reported that letters were sent to all pending or unresolved complaints. There is a 30 day appeal process. This committee is looking for a volunteer to be an alternate. Contact Ivan if interested.
4. **Finance:** Ginny Girotti-Sorem reported no pressing issues or meeting.
5. **Moorage Activities:** The BBQ was a success.
6. **Security/Row Captains:** No report
7. **Parking Committee:** See new business.
8. **Volunteering:** No report
9. **Web Page:** Monica Johnson is considering the webmaster position and working on a link. Berni Pilip will provide a full report next month.
10. **WOO & HINooN:** Ron Schmidt provided written reports which are available at the office. There is opposition against the transport of coal on the Columbia River through the City of Portland.

If interested in serving on a JBMI committee, please contact Pam, Office Manager.

8:35 Adjourned and went into Executive Session

Meeting Adjourned at 9:15

Respectively Submitted by Michelle Tworoger