

Jantzen Beach Moorage, Inc.
Board of Directors (BOD) Meeting
Summary Minutes from
March 18, 2014

Board of Directors (BOD) Present - Officers: Maia Godet and Melinda Head

Directors: Mary DeHart, John Heald, Barbara Nelson, Margaret Puckette and Sharon Rixen

Absent: Ginny Girotti-Sorem **Management:** Pam Pariseau

Certificate Holders Present: 1685, 1871, 1935, 1999 and 2047

A. Open the meeting

Maia Godet called the meeting to order at 6:28 pm and introduced all Board Members and the Moorage Manager.

B. Secretary's Report

Sharon Rixen made a motion to accept the JBMI February 18, 2014 meeting minutes as written. Barbara Nelson seconds the motion. Vote passes unanimously.

C. Treasurer's Report

- Profit and Loss by Class - Maia inquired about the high costs for water. Pam reminded everyone that the moorage experienced approx. 6 days of freezing/cold weather which required many households to leave their water running 24/7 plus the water rates have increased. Inquiries were made regarding the sewer and storm water costs. The sewer lines are metered but not the storm water. This is charged by the square footage of surface (parking lot area).
- P&L Budget to Actual – No concerns or questions were received from the BODs.
- Balance Sheet – John Heald inquired about the value of #1815 at \$127,143. House selling prices have dropped over the past couple of years.
- Check Detail Report – There were inquires about the \$6,150 cost for pump station repairs. This is a partial payment. When the repairs are completed the pump will be good for another 20 years.
- A/R Aging Summary – No accounts in collections
- JBMI Operating Budget – No comments or questions were received from the new BOD or Officers.

D. Manager's Report

➤ Occupancy:

1 New Tenant: 1849

➤ Collections:

None

➤ Thefts and Vandalism:

- 2 men were seen jumping over the fence and breaking a window on a truck. A resident scared off the trespassers.
- A JBMI logo sign was stolen from NE pedestrian gate
- The gate card reader at east entrance was torn off and left hanging.
- Police could not access the moorage. Pam has contacted dispatch to resolve the problem.

➤ Resident Issues: One at 1683 – See Unfinished Business

- TriMet: Unable to hold a meeting with TriMet, Columbia Crossings Manager and the Mall Manager. It was suggested to have legal counsel write a letter.
- Cold Weather Issues: All ball valves have been repaired. Approximately 10 feet of cracked pvc sewer pipe had to be replaced on Row K.
- Pump Station: Both discharge pipes and the upper top ball valve assembly has been replaced at a cost of \$6,150. The control panel is ordered and should be installed by the end of this month.
- East Exit Gate: Metro Gates has updated all the boards for vehicle gates.
- Tree Trimming Ramp: Pam is obtaining bids to have the trees trimmed and treated for aphids along the parking lot. PGE will cut tree limbs near the electrical lines at no cost.
- Maintenance Projects In Process:
 - ✓ Correcting chain-ups
 - ✓ Screw replacement – 90% completed
 - ✓ Leaf blowing of carports and parking lot
 - ✓ Repair pagoda lights and replace lights that have corrosion and not working
- Completed Projects in 2014:
 - ✓ Painted newspaper boxes and placed near mailboxes for Oregonian to deliver papers
 - ✓ Power washed garbage surrounds
 - ✓ Replaced ball valves and sewer pipes damaged by freezing weather.
 - ✓ Repaired damaged realtor sign board outside West Gate.
- Maintenance – Ongoing Projects:
 - ✓ Parking lot clean-up
 - ✓ Sewer/Water readings
 - ✓ Gate repair (pedestrian and vehicle)
 - ✓ Irrigation system repairs
 - ✓ Installing standoffs
- Maintenance – Upcoming Projects:
 - ✓ Repair piling hoops
 - ✓ Repair & paint electrical pedestals on walkways
 - ✓ Replace transition plate at Ramp I.
 - ✓ Replace numbering on address posts on ramps at each row.
- Improvement Project – Obtain bids to add piling caps.

E. Unfinished Business:

- 1683 Tenant Issue: The member continues to let the tenant rent/occupy the dwelling without proper tenant screening. All payments - should be submitted to JBMI and not the attorney. Legal council has written a letter to Homeowner attorney. The legal expenses are the responsibility of Homeowner and will be charged accordingly.
- 1873 Tenant Issue: Moorage Manager will send a letter to the Member regarding tenants behavior issues at JBMI.

F. New Business:

- Organizational Meeting Report – The report reflected the proposed achievements in 2014, new committee chair people and BOD tasks. Maia encouraged BOD to attend an Essentials Education class provided by the Oregon Chapter of Community Associations Institute (CAI) -. Everyone agreed that ramp captains should have training and a list of duties. Pam will put together Emergency chain-up kits

which will be placed at several locations throughout JBMI. Melinda Head suggested using Dog DNA testing process to help cut down on dog waster. Mary DeHart suggested that the monthly invoices be sent out electronically to help save postage costs but some Homeowners do not have access or use e-mail.

- Rental and Resident Screening Procedures – These procedures have not been updated since November 24, 1006. There is much concern that many homeowners do not follow these JBMI procedures and they are not enforced. Another concern is “single family” residences should only have 1 renter and people cannot rent each bedroom in a rental home (i.e. a Boarding House). The number of Rental homes at JBMI has increased overwhelming. It was suggested adding a \$500 fee for non-compliance of rental homes. A new committee was created and will report back to the next BOD meeting with suggested revisions. Melinda, Sharon, Mary and Berni Pilip (volunteered) are the new committee members. Legal will review the revised version. These procedures will be sent to all members on a regular basis.
- 1873 issue
- Water Saving Tips – Margaret Puckette suggested that this information be mailed with next month’s billing statements.
- Pledge and Oath of Office for all Directors and Officers of JBMI – Maia read the Pledge and Oath of Office and everyone responded by saying, “I will”.
- Ground Rules for all JBMI Board Meetings – Maia read these Ground Rules to all of the BODs.

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

- Architectural – Thirteen (13) homeowner received follow up letters to comply with the JBMI architectural standards. A third follow up letter will be sent in May to homeowners who are still not in compliance.
- Conflict Resolution – No meeting held
- Finance – No report
- Landscape – Adding California Poppies was suggested.
- Ramp Captains – No report; Ramp Captains are needed; contact moorage office if interested.
- Web Page Master – No report
- WOO – Ron Schmidt’s written report is available at the office regarding Red Shield’s insurance coverage to adequately protect marinas and floating homeowners.
- HiNoon – Berni provided a verbal summary of the last meeting:
 - There was an update of the last Oregon Legislative session.
 - A 911 fee will be added to prepaid phone cards.
 - The CRC environmental impact statement (EIS) is valid for 10 years.
 - The Moda Center I-5 section will be improved.
 - The Hayden Island area roadways are not a priority.
 - A 50% less crime rate in the lottery row area has been reported. There is no limit on the number of liquor licenses.
 - Neighborhood improvement projects were discussed.
 - The West Hayden Island trail on the North side of the island under the railroad bridge to the beach will be re-opened. All dogs must be kept on leashes.

H. Open Session –

- Barbara Nelson gave a CRC Project update – All records will be moth balled; there is 8 years left on the EIS. The need still exists because of the congestion.
- Margaret reported that a homeowner is addressing the large volume of light coming from Diversified Marine and Ross Island Sand & Gravel. He would like JBMI to use light shrouds on several PGE light poles in the parking lot.
- John suggested holding a party to acknowledge pass officers and directors.
- Melinda, who is chair for the newly formed Pet Compliance Committee, presented a draft letter regarding dog waste because the problem is getting worse, residents are not cleaning up after their pets and other residents are complaining. This is unlawful and a health hazard. It was suggested adding a large sign showing a dog pooping in a circle with a RED slash.

Melinda is suggesting the following:

- No more dogs in the moorage.
- Only one dog per household
- Large fines for offenders
- Use DNA testing for all dogs

She looking for suggestions from residents to help resolved this continued problem.

I. Close of Meeting – Meeting adjourned at 8:10 pm

Respectively Submitted, Michelle Tworoger