



Eagle Bend Yacht Harbor & Boat Slip Owners Association

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BOARD OF DIRECTORS MEETING

March 8, 2006

- I. **Call to Order and Establish a quorum** – The meeting was called to order by President, Brent Hall at 3:05 PM. Board members present were: President, Brent Hall; Vice President, Bob Smith; Secretary/Treasurer, Roy Hollandsworth; Ken Taylor, Dan Manning and John Pearson. Board member Dennis McDowell participated via conference call. Also present was Marina Operations Manager, Tom Steffes and Business Manager Jessica Glazier from JES Management, Inc and her assistant Jennifer Ferron. Guests present were Geoff Bayliss and Doug McBride.
- II. **Review and Approve minutes from October 19, 2005 Board meeting** - Board members reviewed the minutes from the October Board meeting. There were no corrections to the minutes. Bob Smith made a motion to approve the minutes. Ken Taylor seconded the motion and all members were in favor.
- III. **Treasurer's Report** - Jessica Glazier presented the Board with a Treasurers report. The checking account has a balance of \$77,653.03. Certificate of Deposit #100007753 has a balance of \$92,701.90; Certificate of Deposit # 5194 has a balance of \$30, 671.47 and Certificate of Deposit #5357 has a balance of \$22,984.63. Accounts Receivable in the form of outstanding dues currently total \$1,166.00. Bob Smith made a motion to approve the Treasurers report. Ken Taylor seconded the motion and all members were in favor.

MANAGEMENT UPDATE

- IV. **Marina Operations Manger – Tom Steffes**
 - a. **Dock boxes** – Tom, through some research, found the original manufacturer of the dock boxes we currently have. This will enable us to replace only the dock boxes that currently need it rather than having to replace all of the boxes at one time, which will save the association thousands of dollars. Tom will make a list of the owners whose dock boxes need to be replaced or repaired and will mail each of them a letter with a follow up phone call to notify them that their dock box needs to be replaced. The Board approved this item. Each owner will be responsible for the expense of their individual repairs or replacement.
 - b. **Holding tank pump out repairs** – The pump out station has been breaking down regularly and is dated. The repair costs at this time almost exceed the cost of replacement. The pump that is currently on site is not explosion proof. Tom obtained a bid for a new pump out station that is explosion proof in the amount of \$4,500.00. The Board approved this item.
 - c. **Water fountain replacement** – the current water fountain is broken and in need of extensive repairs and is also not handicap accessible. Tom has obtained a bid for a new handicap accessible water fountain in the amount of \$420.00 plus shipping. The Board approved \$500.00 for this item.
 - d. **Additional Lighting** – Tom has obtained a bid for the electric work to install additional landscape lights, a motion light on the dam pump house and dock post and wiring for a security camera on the dock. The bid for the electrical work is \$3,555.09 through Bison electric. Tom also obtained a

- secondary bid not to exceed \$450.00 for the installation of an automatic inflation system for the dam. The Board approved this item.
- e. **Security Camera** – Tom proposed that a security camera be installed at the dam inflation site and a recorder installed in the building. The Board approved this item.
 - f. **Satellite installation** – Tom is obtaining bids for satellite hookup for the clubhouse and marina. Tom is also obtaining pricing for televisions for the clubhouse. The Board will review at the next meeting.
 - g. **DSL hookup for clubhouse** – Tom obtained a bid from PC Fitness for a \$900.00 one time charge and an additional monthly charge of \$19.00 to install WiFi DSL service to the clubhouse and marina. The Board will review at the next meeting.
 - h. **Dog waste bags** – Tom found a combination dog waste bag dispenser/ garbage can & sign for approximately \$400.00 that will be installed at the South end of the parking lot. The Board approved this item.
 - i. **Solar Lights** – at the last Board meeting the Board approved the installation of four additional solar lights on buoys. Jessica has ordered these lights and Tom will install them this spring.
 - j. **Pump house – golf course discussions** – the golf course has requested to put an additional pump in the pump house to allow them to pump more water out of the marina/river area so that they have the capability for more irrigation resources during the period of dam inflation. The golf course already has water rights to do so but would like to work with the marina so as to not negatively affect the marina water level. The pump that is currently in place is burned out and needs to be replaced. The golf course has offered to replace or repair the pump as well as take over the operational expenses of the pump and pump house. The Board approved Tom to work with the golf course on this item.

V. Business Manager – Jessica Glazier

- a. **Web Site Bids** – Jennifer Ferron reviewed bids from UPC Sites and Bigfork Web Development. UPC Sites would have no initial set up fee and be \$17.00 a month. Bigfork Web Development's bid was \$1000.00 for the initial set up and \$25.00 a month for the webmaster. The layout and services provided by Bigfork Web Development are more user friendly for what the Yacht Harbor needs to establish a website. The site would include links to the DCCR's, By-Laws, Rules and Regulations, minutes, membership roster with password protection, announcements and events and welcome to new owners. The Board approved the bid from Bigfork Web Development.
- b. **Logo Merchandise** – Jessica presented sample logo merchandise. At the last Board meeting the Board approved \$5,000.00 to be spent on merchandise. Jessica is working with the distributor to put together an initial order of merchandise which will be available this spring when the marina opens.
- c. **Member Info Sheets / Spring Mailer** – the first request for owner's info sheets and proof of insurance will be mailed out on March 20th. A second request will be mailed out on April 15th for any still not received. A final request will be mailed out on May 1st. Any members who have not turned in their info sheets and proof of insurance by May 15th will have their key cards locked out.
- d. **Landscape Bids** – Jessica obtained bids from Kima Traynham with Flower Child and Duane Sanford with AIRS. Flower Child bid was \$5,300.00 and AIRS was \$4,610.00. Board members discussed the bids. Tom stated he wished to work with Kima again this year as she did an

outstanding job last year and understands the water/irrigation system to the dock slips. The Board approved the bid from Flower Child.

OTHER OLD BUSINESS

VI. **Dock Extensions** – Tom stated that there have been requests for dock extensions. Dan Manning stated that RMRC owns the docks and they do not wish to extend the docks. Geoff Bayliss asked how long the ownership status will remain that way. Dan stated that he did not know. Bob Smith asked if RMRC provided the maintenance and repairs for the docks. Dan stated that it was part of the settlement agreement that the association assumed the expense of any repairs and maintenance. Roy Hollandsworth stated that he believed extensions should not be allowed in-between the docks which would limit extensions to only the outside docks. Roy also stated that he believes docks should not be allowed to extend past the next dock out. Brent stated that he does not believe it is fair to allow certain individuals to extend their docks and exclude others. Brent stated that he believes this item should be a decision that is researched thoroughly in regard to which slips are going to be allowed, if there will be any fees involved and the need to be discussed and determined with RMRC. Roy stated that the bottom line is there are not many slips that would be candidates. Brent stated he believes we should appoint a committee to research this item and all of the issues involved. Tom pointed out that if RMRC is going to be adding onto A dock it changes the amount of utilizable space for dock extensions. Geoff Bayliss stated he believes the bigger boats we get in this marina due to bigger slips available will enhance the value for everyone. Brent stated that he believes as a Board working for the association we should appoint a committee to put together an informational mailer with a diagram and description listing the pros and cons and that it is up to individuals to go to the county review process to either approve or oppose RMRC's application for additional slips and not up to the association.

VII. **RMRC Courtesy Slips charges** – Dan Manning asked to remove this item from the agenda.

VIII. **Property Taxes** – Jessica updated the Board as to the letter received from the county. The letter states that *"currently slips are being sold by the linear foot, including the slip itself and a portion of the dock platform, the grant and conveyance shows a legal description and lists the restrictions and easements that apply as well as the ability to transfer the property to the Grantees, and to their heirs and assigns, to itself and to its own exclusive use and behalf forever."* Because of this the county is assigning individual assessor numbers for the boat slips and taxed on an individual basis. Board members discussed the pros and cons of having the slips assessed on an individual basis. The Board members believe it would be easier to assess the association as a whole rather than assess individuals for the slips. President, Brent Hall appointed Dan Manning and John Pearson to work with our attorney Angela LeDuc with Scott & Kalvig to address this item with the county.

IX. **Associate Membership** – the Board reviewed and approved a letter drafted by Bob Smith to be sent out to canal day use owners on May 1st.

X. **Attorney on retainer** – Bob Smith and Jessica Glazier met with Angela LeDuc with Scott & Kalvig on November 2, 2005. She has been put on retainer for the association to utilize.

NEW BUSINESS

XI. **Function / Social Committee** – Geoff Bayliss asked if the storage rooms in the clubhouse could be opened up and have two electric ranges installed and vented. Dan Manning suggested that it might be better to utilize an outdoor style oven. Brent Hall suggested that Geoff meet with Jim Berry of RMRC to come up with a plan and costs to install a commercial oven, stainless steel sink and a stainless steel table. Bob

Smith met with the golf course who said they could cater any events and are able send in heated carts with food ready to go. President Brent Hall appointed Geoff Bayliss and Tom Steffes to meet with Jim Berry of RMRC to come up with a plan and obtain cost estimates to present to the Board. Dan Manning stated that we need to determine if this would need to be assembled to commercial code. Brent Hall asked Geoff to come up with a tentative calendar for social events to present at the next Board meeting.

XII. **Boat Storage** – Dan Manning addressed the Board on behalf of Tim Mahoney regarding parking boats in the parking lot area. Tim believes that when RMRC created the boat storage area it was agreed at that time that that would be the area where the boats be stored. Brent Hall stated he believes it should be up to Tom Steffes as our Marina Manager to determine which boats are to difficult to move because of the power lines. Currently there are six or seven boats being stored in the parking lot. Brent stated that the Board had decided in the past that the policy was to leave it up to the Marina managers discretion. Dan pointed out in the DCCR's the article that stated it is subject to the Rules and Regulations established by the Board. Brent again stated the Board had established the policy to allow at the Marina Managers discretion. John Pearson pointed out that the larger slips RMRC is proposing to install will create the need for some of the larger boats that will be purchasing these slips to park in the parking lot. President, Brent Hall appointed Ken Taylor and Bob Smith to work with Tom Steffes to study the boat parking in the parking lot and present a policy plan to the Board. Dennis McDowell asked if some of the members were promised when they purchased their slips that they would be allowed to park in the parking lot. Brent suggested that the committee consider this in their policy.

XIII. **Other Business**

- a. **Live aboard language** – Bob Smith stated that in the original approval for Harbor Village the county approved a specific number of livable units to go with the marina. Bob Smith stated that the rules and regulations previously stated that live aboard were allowed. John Pearson stated that it has always been against the rules to live aboard but that the association has overlooked short term live aboards. Currently the section of the Rules and Regulations that relates to live aboards reads as follows: *Item 5. Living Aboard: Live aboards are not allowed in Eagle Bend Yacht Harbor. Live aboards shall be construed as a long term residence rather than casual usage.* Bob Smith made a motion to amend Item 5 as follows: *Item 5. Living Aboard: Live aboards are not allowed in Eagle Bend Yacht Harbor. Live aboards shall be construed as a long term residence rather than casual usage. This does not exclude casual, weekend, week or other short term use.* Brent Hall called for discussion on the motion. Brent asked what was wrong with the rule as it is currently stated. Bob Smith stated that casual usage is not clearly defined. Dennis suggested we get our legal counsel to review and provide proposed appropriate verbiage. Ken Taylor seconded the motion. Bob Smith, Roy Hollandsworth and Ken Taylor were in favor of the motion. Brent Hall, Dan Manning and John Pearson were opposed to the motion. Dennis McDowell stated that he feels we should table this issue until the next Board meeting when we have more information. Dennis abstained from voting. The motion was tabled until the April meeting.
- b. **Quick response group** – Doug McBride has not received any calls from members wishing to serve on the quick response group. Ken Taylor volunteered. Tom Steffes will coordinate volunteers for training. Information regarding the group will be posted on the website. Bob Smith stated he would like to participate.

- c. **Boat storage area** – Tom Steffes stated that RMRC has installed gravel and has alleviated most of the water problem and the area is looking much nicer.

XIV. **Next Meeting** – Wednesday April 19, 2006 3:00 PM at Harbor Village conference room.

XV. Adjourn – there being no further business the meeting was adjourned at 5:10 PM

Respectfully Submitted by:

JES Management, Inc.