

**NEWPORT YACHT BASIN ASSOCIATION**  
**MEETING OF THE BOARD OF DIRECTORS**

**October 4, 2017**

Notification for this meeting was given during the September 7, 2017 meeting. Kyle sent out an agenda ahead of the meeting which is included with these minutes for reference:

**AGENDA**

**NYBA BOARD of DIRECTOR'S MEETING**

**Wednesday Oct 4, 2017 9:00 AM – 11:00 AM**

**at Kyle Anderson's house**

**3923 120<sup>th</sup> Ave SE Bellevue, 98006**

1. **Call to Order** – Kyle
  - **Guests:** Susanne Foster (prospective board member) and Al Bohling
2. **Secretary Report-** Bill
3. **Treasurer Report** – Jeff
4. **Marina Report-** Tom
  - Installation of inline water meter to allow for interim monitoring of water usage?
  - B/C dock electronic lock update
  - Status of Stillwater proposal for G dock into two projects to be done over two years.
  - Follow-up with Stillwater on D dock inspection/piling condition below waterline?
5. **Issues for Discussion**
  - Al Bohling: discussion of his plans for the former JCR slips (open discussion)
  - NYBA website: action plan
  - R&R change to include prohibition of waterlifts?
  - Set date for next Board Meeting.
  - Discuss email blast: when? and what info to include

**Discussion:**

1. Kyle called the meeting to order @ 8:00 AM  
Board Members present: Kyle Anderson, Jeff Hoyt, Steve Rieger, Terry Block and Bill Raleigh  
Marina Manager: Tom Lisk  
Owners: Susanne Foster and Alan Bohling, Seattle Boat  
Contractor: Kevin Keely, Stillwater Marine Construction
2. Minutes from September 7, 2017 Board Meeting were approved.

3. Treasurer Report:

1. Jeff handed out the Reconciliation Reports which were approved and attached to these minutes.
2. Jeff noted that the water bill was high again as the leak issue that was reported last month was reflected in two billing cycles.
3. Jeff is interviewing other accounting firms and may ask for proposals.

4. Alan Bohling discussed the acquisition by American Marine Management LLC of all JCR, LLC (and various John Radovich Associates and entities) Newport Yacht Basin Marina slips. The acquired slips will be managed by Seattle Boat Company. Alan said that all the slips are currently being leased and SBC will evaluate options for each slip as the lease term expires. Alan was aware of the access and parking agreements concerning the west parcel at the end of G dock and for slip C-95. Jeff pointed out that we also have a co-insurance arrangement for these slips.

Alan and the Board agreed that both parking and water traffic have been managed well. Tom said that we really have not had any significant issues this year.

5. Marina Manager Report:

1. Kevin Keely, Stillwater handed out a proposal to break up the work to repair roof supports and whalers on G dock over two years. To break this work up would cost an additional \$4,400. The proposed cost to do all the repair this year is \$138,000. After some discussion, the Board authorized Stillwater to proceed with the entire repair this year. Kevin anticipates the construction will begin in November. As some of the repair will be over the slips, Stillwater will want some boats to be moved while the construction is taking place. Kevin recommended we add gutters or extend the overhang on G dock. Kevin will contact Evan Wehr, ECCO Design to ask if we need any additional permits.
2. Kevin handed out a proposal to repair the bulkhead on D dock between the haul-out and B dock. The underwater inspection revealed that the wood piles under the D dock have deteriorated to the point that we will not be able to cap any and will have to drive new steel piles west of the fence and install vinyl sheets piles for the new bulkhead. The proposed construction cost to repair the bulkhead is \$85,000. Permitting, mitigation and engineering are not included which will increase the estimated cost to \$100,000.
3. Kevin said that they did not do a proposal for E dock but he thinks the repair and cost will be similar to D dock. There should be some cost savings if we can coordinate the repair to have SBC replace their bulkhead on either side of E dock during the same time.
4. Tom installed a replacement lock on the BC gate. The new lock is an electronic latch lock and we will be able to use the same gate keys. Tom will be able to replace all the locks over time for about \$400 per lock.

6. Issues for Discussion:

1. Steve agreed to take the lead in developing a web site for NYBA. He will work with Tracey and develop an initial site for the Board to look at. He will contact Nick Radovich to begin the process of transferring the domain to NYBA.
2. The Board approved a slightly modified draft of the R&Rs submitted by Bill that adds a rule that states water lifts shall not be connected to the marina water supply.

3. A motion was made and passed by the Board to add a Special Assessment in the amount equal to one additional quarter's dues which will be billed in February 2018. We may need to add another Special Assessment in 2019.
4. Steve will draft the next eblast to include:
  - i. New rule for the R&Rs to say water lifts shall not be connected to the marina water supply.
  - ii. Need for Special Assessment to pay for repair of roof beams and whalers on G dock .
  - iii. Summary of work to be done on D and E dock bulkheads.
  - iv. New gate locks
5. The next Board Meeting was set for November 20, 2017 @ 8:00 AM at Kyle's house.

**Attachments:**

1. Approved Reconciliation Reports.

**Action Items:**

1. Jeff report back to the Board concerning his interviews of accounting firms.
2. Steve will develop the web site for NYBA.
3. Steve will draft the next eblast.