

JEFFERSON BEACH ESTATES COMMUNITY, INC.

Minutes of the Monthly Meeting of the Board of Directors

19 July 2023

Everett Simila called the meeting to order at 6:32 pm and adjourned at 8:30 pm

Location: Jefferson Beach Estates Community Center

Board Present: Boyd Malloy, Karen Bertram, Everett Simila, Kim Drew

Staff Present: Shana Rimerez

Residents Present: Mark Rameriz, Belinda Stark, Mike Wall, Helen Carrigan, Elise Page, Jeff Heath, Steve Herrmann, David Parcel, Craig Wien, Saskia Wien, John Heuerman, Amanda Dwyer, Dwight Talley, Brian Stevens, Karen Nordstrom, unreadable signature

Secretary's Report

No one had questions about the June '23 minutes.

Everett motioned for approval. Boyd seconded. MSP

Treasurer's Report

The Treasurer's report was read.

New treasurer, Shana Ramirez, is now set up to handle the Treasurer tasks, including generating the monthly reports. Because our QuickBooks data file need some clean-up, we enlisted West Sound Services for help.

Everett proposed we pay West Sound Services \$260 for cleaning up/reorganizing our QuickBooks file and in addition hire them to do our annual review.

Everett motioned for approval of the report, Karen seconded, MSP.

Maintenance Report

Carl not in attendance.

Parks Committee Report

Improvement projects

Karen gave the status of the parks improvement project and recommended the board vote on which project to do at the August 9 meeting. By that point we will have at least two options with firm cost estimates.

Boat ramp removal

Regarding the boat ramp removal project, Karen hasn't heard back from Shore Friendly Kitsap about a date to meet with WA Fish & Wildlife. She will get in touch with our SFK contact and try to get this on the calendar.

Projector/screen

No progress. Karen explained the objective but suggested taking it up again in a future meeting so we can focus on more pressing matters.

Signage

Karen referred to previous discussions and options and suggested that, given the rising concern around security that we take this up as part of the August meeting. Karen will provide samples of signs we could add to the park, gate, and beach.

Old Business

- Security camera is installed and Everett and Karen have access. Once we get a JBE debit card, we will re-install the unit and add more viewers.
- 2022 annual audit. This will happen next month and be done by West Sound Services.
- Beach road repairs. Boyd had contractors out this week. Estimates arriving soon.
- Website: No progress. Karen needs to get with Richard Carrigan.
- Calendar of events:
 - Community picnic (Kim Drew) - August 5, 12:00-4:00
 - Annual meeting: Nov 11
 - Christmas Sing-a-Long (Dave Brown) - Dec 9, 2:00-3:00

Community picnic

Kim says everything is covered. Can always use more volunteers.

New Business

Tax form 990

This is a form required of non-profit organizations. Due to neglect we are behind in filing this for 2021 and 2022. Susan Berg (former treasurer) has completed them and is asking to be paid \$250 for the work.

Karen motioned we pay Susan but if the forms are rejected she will correct them at no extra charge. Boyd seconded. MSP

JBE debit or credit card

We need this so that board members don't have to use their personal cards for purchases. This gets messy with ongoing expenses and subscriptions (e.g., security camera). Shana recommends a debit card because it doesn't require a guarantor.

Boyd motioned we get a debit card associated with our Kitsap Bank checking account. Kim seconded. (MSP). This motion was revised on 8/1/2023 to the following: Everett motioned that we get a debit card associated with our Jefferson Beach Estates Community Inc. (JBE) Kitsap Bank checking account to be used by Shana Ramirez, our Treasurer for JBE business. (MSP)

July 4th fireworks

Had a discussion about the safety risks associated with allowing so many people to set off fireworks at the beach on the 4th. Some points raised:

- Reckless handling of a roman candle caused a small fire on the bluff that a resident put out using a fire extinguisher.
- Too many people and vehicles packed together.
- Dry conditions make fireworks more risky.
- People setting off fireworks a week before and after the 4th, in violation of the Kitsap County ordinance. (The JBE Board has no authority to regulate this.)
- More oversight is required for future events. Consider:
 - Limit the number of people at the beach
 - Require residents to sign up in advance
 - Hire a fireman/policeman to monitor the event
 - Run a hose to the beach
 - Appoint a JBE resident to manage the event and ensure clean-up happens on July 5th
 - Prohibit fireworks at the beach and park
- Consider alternatives to a fireworks show, or find/hire someone to put on a show for the community.
- Brush fire around midnight on July 5 burned the hillside and put nearby residences at high risk.
- Install a security camera to help monitor activity at the beach.
- The fact that JBE is within the boundary of the Port Madison Indian Reservation has no bearing on use of fireworks. Like other communities in North Kitsap we are governed at the local level by county ordinances for unincorporated areas. Fireworks are allowed only between 11:00 am and 11:00 pm on July 4th.

Security at park and beach

Had a discussion about what to do with the beach gate, which has been cut two times in the past few months. Below are suggested actions and summary of the points raised.

- Possible actions to take:
 - Leave the gate unlocked all the time
 - Lock the gate to everyone from dusk till dawn (or between certain hours)
 - Use a more robust (tamper-proof) lock
 - Add a security camera to the gate that can read license plate numbers

- Give all JBE members a sticker to put on their vehicles
- Add more signage
- Hire a security guard
- It's not just 'outsiders' who are causing problems and we don't have data for how many access the beach. The security cameras indicate that JBE residents are often at fault.
- If the gate is left open during daylight hours then more outsiders will come in and increase the risk for trouble.
- A few residents in attendance said they do not feel safe in our neighborhood and avoid the park and beach. Other residents said they have never encountered a problem. Residents who've lived here more than a decade say the number of problems has increased.
- Perhaps an article in the local newspaper about our beach will raise awareness about it being private property and that JBE is taking new measures to ensure security.
- Karen read through a list of things the board has learned over the past couple of years:
 - It isn't expensive to repair the lock, though it is time-consuming for the volunteers who make the repairs.
 - A commercial-grade, electronically controlled gate will cost from \$20,000-\$40,000, and it will still be vulnerable to damage.
 - Non-JBE people using our park and beach are trespassing and would have a very hard time suing JBE for an accident or injury.
 - The sheriff says our beach has more problems than any other private beach in the area. Other beaches just lock their gates at night.
 - Facebook isn't a reliable way to collect community input because many JBE members aren't on Facebook. The board continues to try to collect email addresses so we can communicate that way, and we are looking to improve the website to be more useful.
 - The security camera installed at the community center has been effective in identifying people who come into the park after hours.
 - There's no single definition of "dawn to dusk," so we should consider changing that to specific hours.
 - Locking the gate at night requires volunteers to go to the beach at dusk and make sure no one's there, lock the gate, and then open it at dawn.
- Residents with disabilities have a hard time using the beach because they cannot deal with unlocking and locking the gate.
- Everett read the letter submitted by Camlyn Anderson, who suggested removing the gate altogether.
- Craig and Saskia Wien offered to house one or more cameras at their residence.

Annexing other properties into JBE

At a future board meeting we will discuss asking an attorney about the process for doing this to allow interested residents not within the JBE boundary

Board Actions – Moved, Second and Passed (MSP)

- June 2023 meeting minutes
- Treasurer's report
- Financial report

- Pay Westsound Services \$260 to update our Quickbooks data file
- Hire Westsound Services to do our Annual Accounts Review
- Pay Susan Berg \$250 to file two Form 990s

Motions proposed and passed offline:

- Revised motion to: Obtain a debit card associated with our Jefferson Beach Estates Community Inc. Kitsap Bank checking account to be used by Shana Ramirez, our Treasurer, for JBE business (8/2/2023) - MSP
- Reimburse JBE member Dave Brown for materials (up to \$270) to build a stage for the picnic (7/27/2023) Karen motioned, Everett seconded - MSP
- Reimburse JBE board member Kim Drew for purchase of two pop-up canopies (up to \$300) for use at community events - (7/26/2023) Everett motioned, Teresa seconded MSP
- Raise Carl Watson's pay to \$30.00 per hour and Karen can hire an additional person to help out at the same rate. (7/26/2023) Everett motioned, Teresa seconded - MSP