

**BAYSHORE BEACH CLUB, INC.**

**BOARD OF DIRECTORS MEETING**

**March 16th, 2024**

**In Attendance:**

Kenn Apel, Vice President	Division 1
Kate Guptill, Director	Division 1
Roger Smith, Director	Division 3
Josh Hanselman, Director	Division 4
Carolyn Gardner, Corp. Secretary/Treasurer	Division 5
Storr Nelson, Director	Division 5
Michael Vest, President	Division 7
William Nightingale, Director	Division 7

President Vest welcomed everyone to the hybrid clubhouse and zoom meeting, and Vice President Apel determined a quorum was present. The Board of Directors' Meeting was called to order by President Vest at 1:00 pm.

*Director Nelson moved and Director Guptill seconded to include in the February meeting minutes a comment made from Director Nelson during the February Board meeting: "former Bylaws task force members do not endorse the current set of Bylaws". Voice Vote: 5-3 in favor.*

**Voice Vote for Motion:**

Kenn Apel, Vice President	Yes
Kate Guptill, Director	Yes
Roger Smith, Director	Yes
Josh Hanselman, Director	Yes
Carolyn Gardner, Corp. Secty	No
Storr Nelson, Director	Yes
Michael Vest, President	No
William Nightingale, Director	No

*Vice President Apel moved and Director Nelson seconded to approve the February 17<sup>th</sup> Board of Directors meeting minutes with the above motion included. Vote was unanimous in favor.*

**REPORTS:**

**FINANCIALS.** Report submitted.

**FACILITIES.** Report submitted with actions. 2024 Pool Schedule is now available.

Need pool attendant(s): Facilities Manager McClain will request applications for a pool attendant(s).

Need new boiler: During boiler inspection, it was determined that the boiler needs replacement. *Director Smith moved and Director Hanselman seconded to replace the boiler with a new boiler with an approximate cost of \$2,500.00. Motion was unanimous in favor.*

**COMMITTEES:**

**PLANNING COMMITTEE.** Report submitted with actions: Mark Thompson has resigned from the Planning Committee. Thank you, Mark, for your hard work on the committee.

The RV has been removed from 1314 NW Parker Avenue. *Director Smith moved and Director Nelson seconded to rescind the fine of the parked RV at 1314 NW Parker. Voice Vote: 6-2 in favor.*

**Voice Vote for Motion:**

Kenn Apel, Vice President	Yes
Kate Guptill, Director	Yes
Roger Smith, Director	Yes
Josh Hanselman, Director	No
Carolyn Gardner, Corp. Secty	Yes
Storr Nelson, Director	Yes
Michael Vest, President	Yes
William Nightingale, Director	No

President Vest noted that the fine system instituted at Bayshore is not to make money, rather to get the members to follow the rules.

*Director Smith moved and President Vest seconded to assess a \$400.00 fine for scotch broom at 2801 NW Bayshore Loop. Motion was unanimous in favor.*

**LONG-RANGE RESERVE/PHYSICAL ASSETS.** No report.

**SAFETY COMMITTEE.** Report submitted with actions: *Director Hanselman moved and Vice President Apel seconded to elect Dave Smith as Safety Committee Chair. Motion was unanimous in favor.* [See Seal Rock Fire Department Chief presentation, and Beach Ranger, Doug Sestrich 'drop by' speech, under New Business Section.]

**POLICIES AND PROCEDURES COMMITTEE.** No report.

**SOCIAL COMMITTEE.** Report submitted.

*Vice President Apel moved and Director Nightingale seconded to purchase a second barbeque for social committee events, not to exceed \$500.00. (165 people attended last year's barbeque.) Motion was unanimous in favor.*

**COMMUNICATIONS.** No report.

**BUDGET/FINANCE.** Report submitted with action. Chair Mary Lou Morris stated all budgets for next year are in. All budget requests are the same dollar amount as last year, except the Social Committee is requesting \$300.00 more from last year's budget.

*Vice President Apel moved and Director Nightingale seconded to accept all budgets, including the extra \$300.00 for the Social Committee. Motion was unanimous in favor.*

**CANAL.** Report submitted with action. Chair Karin Couch asked the Board to close the Canal Committee due

to lack of action due to member resistance and differences of opinion.

*Director Nightingale moved and Vice President Apel seconded to disband the Canal Committee. Motion was unanimous in favor.*

**SAND LOBBY.** No report.

**NONIMATING COMMITTEE.** No report. Chair Melody Brown, stated there will be an opportunity to meet and greet the nominees after the April Board meeting during the ice cream social.

#### **ELECTION COMMITTEE.**

*Corporate Secretary Gardner moved and Vice President Apel seconded to appoint the following members to the Election Committee: Paula Brubaker, Lynda Claro, Debra Barnes, and Mike O'Donnell. Motion was unanimous in favor.*

Corporate Secretary Gardner stated she cannot be the liaison for the Election Committee, as she is planning to run for re-election. Director Nightingale volunteered to be the liaison for the Election Committee.

*Director Smith moved and Corporate Secretary Gardner seconded to appoint Director Nightingale the liaison of the Election Committee. Motion was unanimous in favor.*

#### **TASK FORCES:**

**BEACH ACCESS TASK FORCE.** No report.

**CLUBHOUSE PROJECT.** Verbal report. Vice President Apel mentioned the Clubhouse Renovation Task Force recently met with the architect and the specification consultant to discuss the current state of the renovation project. The specification consultant will write the paperwork for a pre bid conference meeting to discuss the project. When the project begins, either the downstairs or upstairs restroom renovations will first occur followed by the renovation of the other restrooms. All renovations will be covered in the contract bid with the exception that Bayshore will purchase the rods and curtains for the showers and the fire extinguishers. More information will be available soon.

**MOTION TO ACCEPT ALL REPORTS FOR MINUTES:** *Vice President Apel moved and Director Smith seconded to accept all committee and task force reports for the minutes. Vote was unanimous in favor.*

#### **UNFINISHED BUSINESS:**

A. Grant Opportunity Updates: Vice President Apel submitted two grants to AARP:  
1) Parcourse, with location behind the tennis courts in the amount of \$11,235; and 2) Disaster Management Plan which would a) make the clubhouse livable during power outages, and b) obtain supplies for a tsunami occurrence (total request was for \$28,000).

A grant for funding a UTV could be considered next year.

B. Beach Access Clearing Permits: Vice President Apel thanked Craig Jacobs for his help in Bayshore's applications for state and county permits. The state permit covers five years. The county permit is a one-year permit, with a start date of October 1st through the end of September. The county permit fee is \$603.75. Given the current status of inaccessibility of two beach accesses, the Board decided it would apply for the county permit in September 2024.

*Vice President Apel moved and Director Nightingale seconded to proceed with the State five-year permit and pay the \$400.00 for the State application, plus pay the \$241.50 for the county signature for the state permit. Motion was unanimous in favor.*

No motion for county permit at this time. The Bayshore office will put an annual August recurring reminder on the office computer calendar to remind future Boards to apply for county permits each September.

- C. Draft Bylaws Update: (defer to end of meeting after member comments)

### **NEW BUSINESS:**

- A. Seal Rock Fire Department Chief presentation:

Thank you to the Safety Committee for inviting the Seal Rock Fire Chief to this Board meeting to summarize what to expect if the Cascadia earthquake and a tsunami hit Bayshore. Bayshore is a consolidated area with one exit. An earthquake could occur at any time. The earthquake could last approximately up to five minutes with up to a one-hundred-foot tsunami occurring about 20 minutes after the earthquake. The fire chief recommended that members prepare at least a three-week survival kit of food, water, medicine, and shelter area. Per the fire chief, there likely will not be an immediate search and rescue team due to limited resources and Bayshore would need to rely on Bayshore volunteers. Members then discussed possibly meeting at the Lutheran Church across Highway 101 if possible.

- B. Beach Ranger Doug Sestrich stopped by:

Doug Sestrich stopped by the meeting to check on the beach accesses issue and stated the accesses are 'getting eaten away'. Doug mentioned he would take a shovel and make a side ramp at 67B, and will put up caution/hazard signs on the accesses that are affected.

- C. Bayshore Special Road District: Member opinions on their proposed changes to the Bayshore Drive/Westward Street intersection:

Director Hanselman requested members input on the two options given by the Bayshore Special Road District for the corner of Bayshore Dr. and Westward Dr: 1) Installation of a mini roundabout; or 2) Alteration to a better defined, tighter T, incentivizing "hard stops." (Short T). Some member comments: "pedestrian hazard, not honoring stop sign", "intersection is a death trap", "round about would be too much fun", "add sidewalk on Oceania", go with Short T".

Director Hanselman appreciated all input and will send an email to the Bayshore Special Road Committee.

### **MEMBERS COMMENTS:**

Artisans Group: Lynda Apel thanked everyone for their logo/motto votes. Logo/motto 7B received 63% of the votes (see below). Lynda will meet with the Bayshore office to add the logo/motto to the Bayshore emails.



Paula Brubaker unveiled the chair and table that she refurbished/restored. Looks great Paula!

*Director Nightingale moved and Vice President Apel seconded to allow the Artisans group to spend up to \$200.00 to redo additional chairs and paint the table in the ballroom. Motion unanimous in favor.*

*Vice President Apel moved and Director Hanselman seconded to allow the Artisans group to purchase a smart TV for the recreation room, over the fireplace, spending up to \$300.00 (unless someone donates one). Motion was unanimous in favor.*

Discussion took place about possibly waiting a month to see if a member might donate a smart TV.

*Amendment to Motion: Vice President Apel moved and Director Hanselman seconded to increase the smart TV fund to \$350.00 to include the purchase of a bracket, and not wait a month for a possible donation. Vote 7-1 in favor.*

Voice Vote for Motion:

Kenn Apel, Vice President	Yes
Kate Guptill, Director	Yes
Roger Smith, Director	Yes
Josh Hanselman, Director	Yes
Carolyn Gardner, Corp. Secty	Yes
Storr Nelson, Director	Yes
Michael Vest, President	No
William Nightingale, Director	Yes

President Vest mentioned he approves the smart TV, just wanted to wait a month to see if members chose to donate.

**DRAFT BYLAWS:**

Review attorney comments: Per President Vest, today is the fourth member discussion to discuss the Bylaws. Some attorney comments referenced ORS94, and President Vest confirmed with the attorney after she provided her comments that those do not apply to Bayshore. The attorney continued to recommend using "assessment" rather than "dues", but some members opposed that so we will continue to use "dues".

President Vest will submit today's Bylaws revision to the attorney for final review. He did not expect any further changes from her since this version closely matched her previous comments. The BOD will vote at the April BOD meeting whether to send this final version to members for consideration at the May Members Meeting.

***EXECUTIVE SESSION:*** *There was no executive session at this meeting.*

***ADJOURNMENT:*** *Director Nightingale moved and Director Hanselman seconded to adjourn this meeting at 4:25 pm.*

Minutes prepared by Kathy Drossel, Office Coordinator

**BAYSHORE BEACH CLUB, INC.**

**MONTHLY REPORT TO BOARD**

As of February 29, 2024, the 2024 Operating fund balance was \$67,810.61

As of February 29, 2024, Money Market reserve \$51,114.52

As of February 29, 2024, the Long Term (Cetera) reserve fund balance is \$372,900.38. The Cetera account was originally invested through Columbia Wealth Advisors. Bayshore was notified in the fall of 2023 that the funds were being transferred to Raymond Jamesa another investment account. This transfer happened on February 15<sup>th</sup>. We still don't have the exact details of the transfer so the changes will be made in March.

As of February 29, 2024, the secure Money Market CD account is \$10,048.90

As of February 29, 2024, the Long Term CD \$133,042.72

Accounts receivable balance as of February 29, 2024 is \$11,927.95

Current Liabilities including accounts payable and payroll related items total \$11,370.05 as of February 29, 2024

Contingency Fund balance as of February 29, 2024 is \$11,960.00

There were 2 property transfers in February.

The financial reports are prepared by:

Carolyn Gardner  
Corporate Secretary  
Board member from district 5

Date: Saturday, March 16 2024

To: Bayshore Board of Directors

From: Kirk McClain, Facilities Manager

Subject: March 2024 Board Report

>\*2 action items

>4 Discussion items

>Pool

Attached is the pool schedule for 2024. I plan on ordering pool supplies for the season in the next month. I am taking a pool familiarization class in Newport on the 18th. Bob will assist with order. Bob will also assist with getting pool ready starting mid to end of April. I am hoping we can put a job listing for pool attendants out to the Bayshore community for at least one employee.

>I plan to purchase dog poo station supplies as well as 2 metal and 2 plastic trash cans to replace damaged ones we have now.

>\* Boiler Maintenance

Boilers were serviced last week. Upon inspection it was discovered that the burners need to be replaced. A bid for repair is attached. I would prefer to continue relationship with vendor and proceed forward with repairs.

>\*Blower

I would like to purchase a gas powered backpack blower for grounds maintenance. Bid is attached for board approval

# 2024 DAILY POOL SCHEDULE (Opens Wed., 5/22/2024)

(Sessions run 7-days-a week)

<u>Session Description</u>	<u>Session Time Period</u>
*Aquasizers (Members and Guests)	9:00 AM – to – 10:00 AM
Lap Swim (Members and Guests)	10:00 AM – to – 11:00 AM
Members and Guests	11:00 AM – to – 12:30 PM
Adult Members and Adult Guests	12:30 PM – to – 1:30 PM
**OPEN SWIM	1:30 PM – to – 4:30 PM
Member and Guests	4:30 PM – to – 6:00 PM
Adult Members and Adult Guests	6:00 PM – to – 8:00 PM
Pool Closes	8:00 PM

\* Pool opens at 10:00 AM on weekends. Aquasizers session not available on Saturdays and Sundays.

\*\* During “OPEN SWIM” members, member’s guests, and Bayshore Vacation Renters may use the pool. Bayshore Vacation Renters must pay a fee to use the pool (see schedule below & separate Renter Rules). Vacation renters are **NOT** allowed to use the Activity Room.

Beginning Tuesday, September 3<sup>rd</sup> through the end of season, the “Adult Members and Adult Guests” swim period from 6:00 PM to 8:00 PM will be reduced by one-hour and the pool will close at 7:00 PM.

**The last day of the 2024 pool season will be Sunday, September 29<sup>th</sup>.**

## OPEN SWIM FEES FOR VACATION RENTERS:

Day Use Single Person	\$ 8.00
Day Use Family Pass, up to 5 family members	\$ 30.00
Six Day Family Pass, up to 5 family members	\$ 75.00

**QUESTIONS?** Call 406-224-3694 for questions or more information.





TOTAL \$2,592.00

### Mechanical Heating and Air Inc.

1512 Nw Oceana Drive  
Waldport, OR 97394

(541) 563-3040  
office@BayshoreBeach.com

CONTACT US  
PO Box 41988  
Eugene, OR 97404

### ESTIMATE

(541) 688-0969  
info@mhaoregon.com

ESTIMATE #2309

Proposal 1.0 \$0.00 \$0.00

Supply and install new mesh burner, door gasket, divider baffle and door insulation baffle. After installation will perform a combustion analysis and tune the boiler to factory specs.

Parts 1.0 \$1,142.00 \$1,142.00 Labor 1.0 \$1,400.00 \$1,400.00

Combustion analysis 1.0 \$50.00 \$50.00

Takes a running measurement of the flue gasses that enables us to correctly tune the burner to factory specs

Terms and Conditions 1.0 \$0.00 \$0.00

Mechanical, Heating & Air, Inc. is a mechanical contracting company dedicated to reducing the carbon footprint from the use of inefficient boiler and water heater systems. We service existing boiler systems and water heaters for efficiency and replace with new, high efficient boiler systems and water heaters when requested.

In accepting and approving this proposal, you are agreeing to the following:

- This proposal is intended only for recipient named. This proposal contains confidential information and you are notified that disclosing, copying, distributing or taking any action in reliance on the contents of this information is strictly prohibited.
- We propose hereby to furnish material and labor, complete in accordance to the listed specifications, for the sum listed.
- Payment to be made as follows: HALF DOWN DUE UPON ACCEPTANCE, BALANCE DUE UPON COMPLETION

Mechanical Heating and Air Inc. CCB # 188980

- All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specification involving extra costs will be executed only under written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance. - Acceptance of proposal: All plans and specifications referenced in proposal are a part of the agreement. All proposed work to be completed in a workmanlike manner. Any changes to the work will be executed only upon written change order, setting forth change in specifications, time for completion and contract price. If contract price cannot be determined, price to be time and materials plus 15% contractor's fee. Owner to carry fire and casualty insurance upon above described work unless otherwise agreed. Any sums not paid within ten (10) days of due date shall be subject to a finance charge of 1.5% per month (18% APR) until paid. In the event of default by Owner/Contractor, Mechanical Heating & Air Inc. may immediately cease further work. In the event of suit or arbitration, prevailing party shall be entitled to all legal costs and attorneys fees. This proposal is in effect for 30 days at which time it shall automatically be withdrawn unless otherwise agreed.

Services subtotal: \$2,592.00

Subtotal \$2,592.00

Tax (Credit card

processing fee 2.99%) \$0.00

**Total \$2,592.00**

Please note:

- All invoices are subject to a 1.5% monthly late fee.

-Credit card payments will include a 2.99% processing fee.

Thank you for your business!

8:21

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backpack blower



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## **Planning Committee Report to the Board of Directors, March 16, 2024**

- 1) Report covers: February 22, 29, & March 7, 2024
- 2) Planning Committee will continue to meet on a bi-monthly basis at this time.
- 3) Since last report:
  - a) Construction: (approved)
    - a. Houses: 2
    - b. Fences: 2
    - c. Storm Door: 1
    - d. Roof: 1
    - e. Windows: 1
  - b) Construction: (Submitted – Not approved/missing Information)
    - a. Houses: 1
    - b. Height Variance Request (in process): 1
  - c) Complaints filed: (new/ongoing)
    - a. RV: 1/0
    - b. Scotch Broom: 0/1
    - c. Shed: 1
    - d. Unkempt lots: 2
    - e. Political Flag: 1
    - f. Barking Dogs: 1
    - g. Propane Tanks: 1
    - h. Vehicles: 1
  - d) Complaint Letters Sent:
    - a. Informational: 6
    - b. Notice of Violations:
    - c. Notice of Fine: 1
  - e) Approved Permits:
    - a. RV: 1

### Action items this month.

1. Motion to rescind fine at 1314 NW Parker. RV has been removed from property.
2. Motion to assess a \$400 fine (over 25 bushes) for scotch broom at 2801 NW Bayshore Loop. We have been attempting to get the new owners to comply with the rules since September 2023.
  - a. Informational Letter sent on 9/6/23.
  - b. Notice of Violation sent on 12/21/23.
  - c. Notice of \$400 fine sent on 2/9/24.
3. Mark Thompson has resigned from the Planning Committee. The committee would like to thank Mark for his time, experience, and commitment in helping the committee enforce Bayshore's C&R's.

Report submitted by Bayshore Planning Committee: Jeri Reinhart, Roger Smith (BOD Liaison), & Paul Williams (Chair).

## **Safety Committee Notes March 7th, 2024**

Committee members worked with Kenn Apel on AARP Grant Proposal. Hoping to obtain funding to upgrade the emergency cache and purchase generators for the clubhouse and cache. Will know outcome of grant sometime in June.

Members liaised with Seal Rock Fire, Seal Rock Cert Team regarding cache and emergency preparedness.

Addressing various homeowner and community safety concerns through articles in The Breeze.

Members working with Kirk and Bob to best update the clubhouse's emergency preparedness.

Looking at updating clubhouse medical emergency preparedness, improving labeling on first aid supply locations, and updating MSDS paperwork.

Spoke with Road Committee regarding some safety upgrades (addressed elsewhere in meeting minutes, new business)

Social Committee Report     March 16, 2024

The Social Committee held its first Happy Hour on March 1<sup>st</sup>. We had 20 people show up for the event, all bringing their beverage of choice and some bringing snacks to share. Those attending circulated around the smaller tables that were set up, meeting with new and old friends. Post-Happy Hour feedback suggested all attendees thought it was a great success. Because of this, the Social Committee will be hosting a Happy Hour on the first Friday of every month (First Friday Happy Hours). Stay tuned for an email reminding you about the next First Friday Happy Hour, April 5<sup>th</sup> from 5-7pm.

Upcoming Events

First Friday Happy Hour	April 5, 2024   5pm-7pm upstairs at the clubhouse
Ice Cream Social / Meet the Candidates	April 20, 2024   Following the board meeting Ice Cream/toppings and cookies provided by the Social Committee
First Friday Happy Hour	May 3, 2024   5pm-7pm upstairs at the clubhouse
Members Meeting Spaghetti Dinner and Music on the Patio	May 18, 2024   Dinner will be provided by the Social Committee along with soda and water. BYOB   Also Music on the Patio   5pm-7pm
First Friday Happy Hour	June 7, 2024   5pm-7pm upstairs at the clubhouse
“Groovy” Meet-n-Greet	June 29,2024   3pm-7pm   A fun filled afternoon of The “70’s”. Music by Steve Cook – BBQ provided by the Social Committee. More details as it gets closer.

Action Item:

Due to the amount of people that attend these events the Social Committee would like to ask the BOD if another BBQ could be purchased for the clubhouse. Currently the clubhouse has one and the Social Committee has to borrow from members to insure that we get enough food cooked in an appropriate time frame. Adding another would eliminate that. Thank you

Ila (Babe) Hamilton   - Chair

Carol Westhafer

Lynda Claro

John Westhafer

Wynell Elzanga

**BUDGET COMMITTEE REPORT**  
**MARCH 2024 BOARD OF DIRECTORS MEETING**

The Budget Committee will begin meeting on March 26th.

The various Bayshore committees have been asked to submit their requests for the 2024-2025 year.

We have received request/reports from all of the committees. Thank you!

Board of Directors – Written request for \$1,000.

Canal Committee – The Canal Committee submitted a request on Feb. 27, 2024 to close the committee. There will be no budget amount for the coming year.

Social Committee – Written request for \$6,300 (see attached).

Safety Committee – Written request for \$1100.

Planning Committee – Written request for \$500.

Nominating Committee – Written request for \$800.

Communications Committee – Written request for \$100.

The Board needs to approve the budget requests for the coming year at this meeting.

Submitted by

Mary Lou Morris

Bayshore Budget Committee



## Social Committee Proposed Budget

EVENT	DATE	EST. BUDGET	COMMENTS
Music on the patio 2024	July	\$150.00	
	August	\$150.00	
	September	\$150.00	
Rock Painting 2024	TBA	\$50.00	
Game Night	TBA	\$50.00	
Halloween	26-Oct-24	\$500.00	
Holiday Party	14-Dec-24	\$1,700.00	SC to provide all the food/Clean up help
Super Bowl Party	TBA	\$200.00	
St Patrick's Day Party	8-Mar-25	\$500.00	Food, paper supplies
Ice Cream Social	19-Apr-25	\$75.00	Ice Cream and toppings
Member Mtg. BBQ	17-May-25	\$550.00	Food, paper products, Musician
Meet-N-Greet	TBA	\$1,800.00	Food, paper products, swag bags, Musician, clean up crew
Board Meetings		\$175.00	Snacks, Ice
Kitchen Supplies		\$150.00	Bags, foil, etc
Storage bins		\$100.00	
<b>Total</b>		<b>\$6,300.00</b>	

We are asking for increase in this budget over last years due to the amount of people that attended the Meet-N-Greet and the Holiday Party Thank you

Bayshore Board of Directors,

I would like to close the Canal Committee. We have not done a thing with canal in the last year. Every time we talked with Bayshore members we were met with resistance, possible lawsuit, etc. People with land erosion issues think that Bayshore should pay to have their property rip rapped and reinforced. Some members would like the dike removed and let nature take its course. No one can say for sure what will happen if it is removed.

I think the dike is going to be reviewed in 2029. Unfortunately, FEMA says it is an emergency way out in case of tsunami. It is not - it's never been drivable and the property owners in District 7 have a false sense of security that they will be able to use it in case of an emergency.

Thank you,

Karin L. Couch  
Canal Committee Chair