

Discovery Bay Resort BOD Work Session Minutes
Date: October 3, 2019, 10:00 AM

Call to Order Time: 10:03 AM

Count of Leaseholders Present: 18

Board Members Present: All Present – Mary Wynn, Penny Barrett, Susie Thrune, Char Schulz, Tenna Matthews

Staff Present: Melinda Dewey, Office Manager, Barb Gilger, Facilities Manager

President's Opening Statement: Mary announced that there is good reason to celebrate, because the BOD will soon sign a contract with R J Services, for replacing our septic system, starting sometime in April, 2020. Linda Enger will be helping Barb with septic construction issues. Mary is leaving the park today, but can be contacted via e-mail, or telephone, if anyone needs assistance.

Facilities Manager's Report: Barb reported that the park will be on winter water conservation, but it won't be as severe as last season. The meadow B field will be closed, so that it can dry out in preparation for the new septic tank. A letter to residents will be sent soon, describing winter procedures for lots to ensure safety and security of your water risers and other items needing care. Barb said there are several winter projects, especially for upgrading Radclyffe, from new flooring to kitchen remodeling.

Discussion Topics:

- **Task Force to research support for leaseholders** – Marcia reported that 7 women have signed up to help find ways to support women in the park who may need help. The group will be called "Grass Roots." A survey will go out to leaseholders for ideas. Leaseholders are encouraged to use the Suggestion Box also. This will be a leaseholder to leaseholder, one year project, and is encouraged by the BOD. Melinda will accept payments from Grass Roots efforts to certain leaseholders to supplement their monthly statements.
- **Revised Pet Committee document** – Judith explained that she found a Best Practices Manual for pets. The committee has updated the manual, which can be included when updating all the Best Practices manuals next year. The Document Review Committee (DRC) was asked to clarify the fines structure regarding pet nuisance and other nuisances.
- **Group to research cell towers** – Melinda has offered to research this issue, and Anne Lipe offered to assist her.
- **Renters responsibilities** – Susie reviewed the Renters package given out to all renters who stay in the park, regardless of how long they stay. Leaseholders were

reminded that they are responsible for renters following the rules. Long term renters can be on most committees, and are encouraged to be part of the DBR community. Long term renters can also attend Work Sessions, but not BOD meetings. They also receive e-mail blasts and can get copies of Work Session Minutes. They are also listed in the phone directory.

- **CPI reference in Lease** – The BOD will be removing the reference to the CPI Index on all new Leases. Susie read the paragraph to be removed, and also read the attorney’s clarification that the CC&R’s are the “paramount document” and thus the highest authority.

Other:

- **Suspension of Leaseholder Rights** – Mary briefly described the situation with a leaseholder losing her good standing in the park, due to extensive late maintenance fees. The CC&R’s have specific guidelines for this occurrence. A notification will go out to all residents on how to notify the BOD and office if the leaseholder is using common areas, which are prohibited when leaseholder rights are suspended.
- **ALRC Exemption Request** – JoIda received a request and is asking the BOD to approve an exemption for lot 75 leaseholder, to park her boat and trailer in her driveway during the septic replacement construction next spring. The Park rule is: 11.2 Transportation, F. Prohibited Vehicles, b. Boat/trailer. The BOD understands the issue and can approve this in the BOD meeting next week.
- **Letter to leaseholders on 2020 Budget** – There is a change to the schedule for the 2020 Budget letter. It will be sent on October 15, 2019, rather than the end of October. The ratification meeting will be on November 15, 2019, at 11:00 AM this year, in case more time is needed for budget reconciliation.

Announcements: Jeri announced that the left turn lane is still not corrected properly. WSDOT said the correction was completed last week, but Jeri took new measurements. The lane is only 9.2 feet, rather than the required 11 feet wide. Jeri has e-mailed Sarah Ott requesting next steps for correction. She will follow up with them until it is done correctly.

Committees – All Committee Chairs report at monthly BOD meeting

Motion to Adjourn: Char moved to adjourn, Tenna seconded. The meeting was adjourned at 11:25 AM.

Respectfully submitted by: Susie Thrune, DBR Secretary