

Discovery Bay Leaseholders Association

Board Meeting Minutes

August 25, 2022, 10:00

by Zoom

Call to Order: 10:01 a.m. (Recorded)

Leaseholders Present: 25

Staff Present: Barb Gilger

Board Members Present: Tenna Matthews, Sheryl Haller, Susie Thrune, Penny Barrett, Kena Warrick

President's Opening Statement: Tenna Matthews

Covid continues to be an issue in the park.

Secretary's Report: Kena Warrick

Motion to Approve: Sheryl, seconded by Susie, approved by all

- Board of Directors Meeting Minutes - July 28, 2022
- Board of Directors Meeting Minutes - August 6, 2022
- Work Session Minutes - August 18, 2022

Treasurer's Report: Susie Thrune

We recently invested \$50,000 for a new CD with a rate of 2.55% for four months. During the last several months we have been working with a second new CPA to prepare our 2021 Compilation and 2021 taxes. While reviewing our documents, the new CPA, Cynthia Martin, from Sequim CPA, found that the 2020 taxes need to be redone also. Cynthia will be visiting the park this Saturday at 10:00 a.m.

Park Manager's Report: Barb Gilger - The job of raising the washers in the laundry room has been completed. All batteries in the AED defibrillators in Radclyffe and the lower women's restroom are changed once a month and were replaced today. There was a question about why people are asked not to walk on the berms. Barb said that the primary reason is for safety, but additionally, we do not want to destroy the grass or create pathways between lots by using the berms as shortcuts.

Committee Reports:

- Finance (Kate Higgins and Char Schulz) - Kate reviewed the balance sheet. We are currently on track with our budget and the balance sheet looks healthy. We have current assets of over \$700,000. We are still doing a good job recovering from the hit we took on the septic system. The predictable big expenses to come in the next few years will be retiring the old septic fields. For the year we have more income than anticipated but have spending overages for gas and legal. Donations for legal funds have helped immensely and we hope that will continue due to continued expenses generated by our reorganization. There was a suggestion that the Activities Committee plan a fundraiser to help defray our legal costs. Finance Committee meetings will be held at 11:00 on Tuesdays prior to monthly board meetings.

- ALRC (Karen Kittlehurst) - Karen reported that members of ALRC are pitching in and permits and closures are being processed efficiently. Three new permits were requested in August. There are currently 15 permits open and six requests were closed. There are requests for two lot measurements. Lot measurement training will be scheduled soon. ALRC members appreciate all of the support from leaseholders and the board.
- Activity (Donna Stiles) - No report. There will be an Activities Committee tomorrow afternoon.
- Safety (Kerrie McMillen) - The Safety Committee went to the all-county picnic and looked and new resources. Our flu clinic is set for September 14. Sign-up sheets and release forms will be available in the office about ten days before the clinic which will be held in Radclyffe with individual appointment times.
- Green Team - No report.
- Pet (Tere Drake) - No report. Pet Committee will be meeting on September 16.

Unfinished Business:

- DBR Fruits Proposal for Planting - The board supports the DBR Fruits proposal for Phase 2 which includes planting raspberries and strawberries in the curved area north of the blueberries. Barb and a member of the Fruits will walk the area to review the placement of the new plants.
- Vision for Concert Series - The board supports Marion's ongoing efforts to produce events with audiences similar to the size we have had this summer. These events contribute to making us a community. Tenna stated that there were approximately 80 people who attended the recent variety show and she does not believe we could accommodate an audience of more than 100 without creating parking issues and placing too much demand on our facilities. Tenna will follow up on a question about how big an event can be before a permit by local authorities might be required. Kate Higgins said that she has some ideas for guest parking and will collaborate with Marion. Should an opportunity arise for a more high profile performer who could attract a larger audience, Marion would like to know if anyone has contact for larger venues in the area.
- Speed Limit - The board supports leaseholder initiatives such as kind and gentle person-to-person reminders to slow down, using low gears in vehicles, not buckling seat belts while driving in the park (if they beep when the car is exceeding 5 miles per hour). More signs are discouraged but any signs that are posted on community property must be approved by the board through an RFA. If anyone has difficulty speaking with a speeder in the park, she may seek out Barb's assistance.
- Visible House Numbering to Help Delivery Folks - The board encourages leaseholders to place house numbers on both sides of their house to aid delivery drivers in finding their lot.

Providing maps of the park and lot numbers of residences (without other information) might also be helpful for new drivers. Barb and Tenna will have these documents on hand.

New Business:

Boundary of our Nature Trail - Barb and Tenna met with Bud, the surveyor of a recently sold eleven acre parcel of property that borders the north side of our nature trail. After discussing the survey with Bud and doing some additional research, Barb and Tenna concluded that our nature trail is likely encroaching on an approximately 15 feet length of our new neighbor's property. Bud stated that the new owners of the property intend to maintain this land as a forest buffer with no intention of building or logging. Because we have used and improved this disputed piece of property we have a few options for our continued use:

- Boundary Line Adjustment (BLA) - would involve the expense of another survey and working with Jefferson County and would cost \$5-6000 with a small fee to the owners.
- Perpetual Easement - would grant us exclusive use of the area into perpetuity and would follow the title of the property. DBR and the owners of the property would sign an agreement and file with the county to attach to the deed record. Costs would be nominal.
- Adverse Possession - because we have openly used the property without challenge we could claim to possess the title of the property but this could get expensive, require legal action and might create ill feelings with our new neighbors.

Tenna discussed these options with Marlyn, our attorney, who recommended that we work with our new neighbors and pursue the Exclusive Perpetual Easement.

A motion that the board and management pursue an Exclusive Perpetual Easement for the property in dispute on the northern border of the nature trail was made by Sheryl, seconded by Susie and approved by all board members.

Announcements: There will be a DBR craft show and sale at the Ramada after the Women's Brunch on September 10.

Motion to Adjourn: Sheryl, Susie seconded. Meeting adjourned at 11:22 a.m.

Minutes Submitted by: Kena Warrick, Board Secretary