

TIMBER VALLEY SKP PARK OF OREGON, INC.

BOARD OF DIRECTORS

ADDENDUM #2 TO PARK-WIDE DIRECTIVE

June 22, 2020

By action of the Board, all responsibilities for the Park's response to the COVID-19 have been transferred to the Board of Directors.

Due to the risk that Covid-19 presents to the leaseholders, renters and Guests of the SKP park of Oregon, and in order to comply with the governor's executive order no. 20-12 issued on March 23, 2020, the Board of Directors directs that the following policies and procedures will be in effect immediately until further notice.

A copy of Oregon Executive Order No 20-12 will be posted outside the park office and on the outside clubhouse bulletin board.

The park shall remain open until further notice, during normal business hours, to provide service to its Members and renters under the following restrictions.

Leaseholders, renters and visitors who have left the state of Oregon for a period exceeding 48 hours are strongly urged to self-quarantine for 14 days. Leaseholders, renters and visitors who have not left the state of Oregon are not required to self-quarantine.

Persons under Self-Quarantine must observe the following rules.

1. Stay on your RV site as much as practical. If you must leave your site, practice strict social distancing, i.e. a distance of at least six (6) feet from others and wear a mask.
2. Do not enter the parks laundry room.
3. You may enter the clubhouse to use the restroom or get a book from the Library and you must wear a mask while in the clubhouse
4. Do not invite anyone on your site.
5. If you must interact with park residents or park employee's let them know you are under self-quarantine.

Obeying these rules will help protect your fellow SKP's and allow Timber Valley to continue to remain open, to serve the needs of its leaseholders and the SKP community.

The Clubhouse is available for social or entertainment activities pursuant to the schedule maintained by Jack and Jills. Gatherings are limited to 50 people. Each group must appoint a "social distancing officer" to assure that participants adhere to social distancing guidelines. The wearing of masks is recommended and required where strict social distancing cannot be maintained.

At this time no meals can be served in the clubhouse. The serving of doughnuts or similar food is allowed. They must be placed on napkins or plates and served. Coffee must be poured by one person and you must bring your cup from home and take it with you or use a one use cup and dispose in the trash. Jack and Jills may serve cake at their meetings.

If food or beverages are to be served in the clubhouse, the Oregon Health Authority's "Phase two Reopening Guidance" OHA2324B must be complied with, to the extent applicable to our group. A copy of the 4 page document is in the blue notebook in the clubhouse kitchen.

All members & renters are directed to comply with Executive Order 20-12. Maintaining social distancing. (i.e.) at least 6 feet separation from any person that is not a member of their immediate household.

As stated in Oregon executive order No 20-12 section (i.e.) "failure to comply with any of the provisions of this executive order constitutes an imminent threat and creates an immediate danger to public health. Any person found in violation of this executive order is subject to the penalties described in ORS 401.990

The office:

The office will remain open during normal business hours with the following restrictions.

Office manager, Kim Watkins, is appointed "social distancing compliance officer" for the office.

All business with the office if at all possible, shall be done by phone.

When personal contact with office staff is required, only one (1) person at a time may occupy the office lobby.

Office personnel have the option to close the office at any time they deem their safety is at unreasonable risk.

The Mail room:

Only one (1) person at a time may occupy the mail room

Propane:

Propane will be dispensed during normal dispensing hours under the following restrictions: Park Manger, Randy Bice, is appointed "social distancing compliance officer" for propane dispensing. All functions of propane filling & distribution shall comply with Oregon executive order no. 20-12.

Laundry:

The laundry will remain open under the following restrictions: The laundry room will be authorized by specific times and dates only, until further notice. No exceptions!

A sign-up sheet will be used to sign-up for a 2 hour time slot that begins at the top of every hour. You may do laundry only during your assigned 2 hour slot. The sign-up sheet will be located outside the west laundry room door.

The temporary laundry room rules will be posted on the laundry room doors.

Only enter the laundry room during your time block.

Approved by the Board on June 22, 2020


Jim McIntosh, Board President