

BIRCH BAY LEISURE PARK

JULY 25TH 2026

TOWN HALL MINUTES

Date:	July 25th 2026
Time:	10am
Location:	Elm Clubhouse
Town Hall Facilitated by:	Audley Adrian – Recording Secretary Board of Directors

BOARD IN ATTENDANCE

Frank Costanzo – President
Nathan Gurvich – Vice President
Roger Cochrane – Director
James Walker – Director
Sandra Sturko – Director
Brenda Bartleman – Director
Cory Johansen – Director

ALSO IN ATTENDANCE

Kirsten Barron – Barron, Quinn, Blackwood PLLC

GUESTS

Jennifer Tindale – Circle Rep Chair

MEETING CALLED TO ORDER – 10:00AM

- Introduction by Audley Adrian – site 52-2
- Asks that committee/Board reports 'set the tone' of questions
- Emailed questions will be read and answered first, then questions from the floor will be taken.
- First, reports from Directors/Committees, with President Frank Costanzo leading off.

PRESIDENT FRANK COSTANZO:

- Prior to starting, President Costanzo recognizes the passing of Ron Vandenberg
 - Ron was half way through his current term on the Board of Directors
 - "Ron was the epitome of a Board Member, and a class act"
 - Board wanted to acknowledge Ron today.
- We've had some changes in the office,
- Currently, each Board member is supporting the office and staff
- Doing compliance, renewing contracts, doing payroll, etc
- This will continue until a new General Manager is brought onboard.
- In the process of interviewing for the position right now
- When we will have someone new in that position is still unknown.
- Asks Members to understand that the Board can't answer questions regarding the staff or previous GM.
- We have with us today – Kirsten Barron
 - Her law firm has represented the park for over 40 years
 - Any sensitive issues today may be referred to her for clarification

ROGER COCHRANE – DIRECTOR OF HUMAN RESOURCES

- Currently working with LNI and the job security Dept of Washington State to make sure all payments are up to date and in order
- Staff have been very understanding and happy that the Board is helping them
- Moving forward and looking to better the park.
- Working on the hiring process to replace our GM at the moment

CORY JOHANSEN – DIRECTOR

- Grounds and Compliance has been an issue
- Understand that there are some 'bad sites' in the park
- Board is aware and working through getting letters out.
- Security staff are making notes of those sites as they drive around the park
- Yesterday, a full tour was done and letters will be going out to 10-12 sites
 - Those Members will be given a limited time to get their sites within rules and regulations
 - If that move is not made within the time required, the park will send in a crew to do the work, and that member will be invoiced for the costs associated.

JAMES WALKER – DIRECTOR OF ENTERTAINMENT

- Keeping the entertainment calendar in motion during this period
- A few events have had to be postponed due to circle 17's ongoing resurfacing
 - Topped with soil and re seeded, but taking more time than expected to regrow
- Party in the Park on Saturday August 1st, and Caesar Sunday September 6th

NATHAN GURVICH – DIRECTOR OF LONG-RANGE PLANNING AND GROUNDS & COMPLIANCE

- Reiterates that some compliance letters have already gone out and the 'clock is ticking' for those members to get sites into compliance.
- Long range planning has been a bit challenging due to not having a GM currently.
- Sullivans Plumbing has scoped and mapped every pipe in the park
- Will be supplying a map to the Board
- Explains that we are the lowest topography in the entire area, and ground water seeps into our sanitary system, as it's now over 50 years old.

- Was not originally designed to be into it's 50th year.
- All this additional water gets pumped out to Birch Bay water and sewer company
- They're in contact with us that we are sending far too much water into their system
- We're at the point now that we have a complete understanding of our system.
- Will start prioritizing circles that will have connections re-sleeved from trailer to outer ring.
- Main lines generally pretty good.
- Front of the park is generally in better shape than the back of the park.
- Don't have full reports yet, but hoping we can start process this off-season.
- No update on Lora Lane as County is still working through their processes.

BRENDA BARTLEMAN – DIRECTOR – TREASURER/MEMBER OF FINANCE COMMITTEE

- Has been in the office quite a bit, making sure bills are paid, staff are paid
- One thing has been realized, it makes sense for the Park to engage with an Accounting Firm.
- This has been done, and will be hiring an accounting firm to take over bookkeeping, payroll and accounting
 - Better reporting and clarity
- Have realized that we have not been doing audits, and it's time we need to do so.
- Have not been following State regulations that we should be having audits done every year.
 - Have not had a complete full audit done in over 10 years.
 - Have begun process to hire a firm to do complete audit
 - "For the benefit of all members"
- Significant reserve funds are still in place
- President Costanzo adds that the Board realized we need an independent company looking after our finances
 - Taxes, payroll, providing us with advice
 - Dollar cost is similar having firm looking after this, versus having a staff member onboard.

MOVING ON TO EMAILED QUESTIONS FIRST:

- ***"When General Manager Lisa Fisher was terminated in January 2025, the Board's explanation at the time was that the Board had decided to go in a "different direction". To date the Board has not shared the new direction with the members, please share what the "different direction" is?" Jan Faulkner 47-07***
 - Director Johansen:
 - Board had found that with GM Fisher, the relationship between the GM, Board and staff had become very 'toxic'.
 - Culture had become such that the staff were 'against' the membership.
 - Complaints from membership had become almost constant
 - It had become office versus membership – we don't want that.
 - Moving forward we want to find a GM that is the 'face of the park'
 - What we've seen over the last year and a half, is that the staff are happy being here.
 - Staff realize they're here for the members
 - Unfortunately changes had to be made
 - Board wants someone in place that all members can be comfortable having conversations with.

- ***“Since 2012, the Association has had multiple Acting/Interim/General Managers. LeRoy Smith, Don Brown, Bill Winslow, Deborah Johnson, Shelly Pettit, Theresa Coe, Lisa Fisher, Brittany Record and Traci Klineman. The multiple changes of General Manager do not present the Association in a good light as an employer. What is the Board doing to correct this situation?”*** Stephen Parker 47-07
 - Director Walker:
 - Boards over the years have made changes for their reasons, at those periods
 - Has just been explained by Director Johansen why the change was made with GM Fisher
 - This Board understands that change in this manner is not what anyone wants.
 - Not something this Board, nor previous Boards want to be doing.
 - Currently looking for someone with the intention of leading the Park into the long-term.
- ***“With all of the rumors circulating in the Park about theft of money and subsequent lack of financial security will this Board of Directors commit to supplying a full set of signed financial documents, including year-to-year comparisons and detailed notes, to the membership at the AGM as they were historically presented with the exception of the 2024 and 2025 AGM where only a “simplified” version of the financial statements were presented?”*** Syd Hughes. Circle 7 Lot 5
 - Frank Costanzo – President:
 - The Park is in good financial shape
 - We have roughly \$2.6M-\$2.7M in term deposits
 - Operating in a financial capacity in which we expect to operate
 - Will have year-end (December) financial statements at the AGM as usual
 - The way those statements are presented might be different than how they might have been presented in past, but financial statements you receive will be relative and you will be able to understand them.
- ***Facilitator Audley Adrian:***
 - We asked to keep the question and answers to under 3 minutes, and we received quite a lengthy question regarding pickleball, and the start of the question is:
- ***“Why the request for 2 more pickleball courts that was talked about in the last Circle Rep minutes?”*** Kevin & Trish Lunder FR-15
 - Frank Costanzo – President:
 - There are no plans to expand pickleball at this time.
 - If a presentation is made, the Board will consider at that time.
 - Cory Johansen – Director
 - It's been two years of pickleball and we're very aware of the people it affects
 - In the beginning, a survey was sent out
 - There is no move to expand to two more courts
 - There are still tennis players and the Board respects that.
 - This is a compromise currently, and it'll stay that way.
 - If a member wants to play for 5 hours, there are 5 outdoor courts by the C Shop.
 - Proposals to expand within the Park will be denied by the current Board.
- ***“In March of 2026, the Board announced a further delay on the Lora Lane Project. Is the dedicated special fund set aside for the project still available?”***
Michelle Berrettoni. Site 46-05

- President Costanzo – President:
 - Part of the \$2.6M-\$2.7M does involve ~\$780k related to Lora Lane
 - So yes, those funds are still there.

- ***“A previous Board spent a great deal of time and money getting permanent residents removed from the park as permanent residency is against our bylaws and against County regulations for an RV park. I understand from recent Board minutes there are permanent residents again in the park. What actions are you taking to enforce the bylaws and County regulations and forcing these non-compliant members to comply?”***
Rhonda Robinson Site 46-04

- James Walker – Director:
 - The reason this was in the previous Board meeting minutes, is that the Board was working with the GM at that time on this issue.
 - We have a gate system right now that doesn't allow us to fully control how long members stay in the Park.
 - This will be addressed with the new General Manager in due time.

- **Facilitator Audley Adrian opens the floor to questions at the microphone**
 - Members called by show of hand

- ***“I do not have a question, I have a comment. Thank you to each and every one of you who have stepped up to the plate in our recent endeavours. I know it's not easy – you had a responsibility to be on the Board, and unexpectedly this has occurred. You are all prepared and willing to stick together and be a team, and make it work for the park and members. I appreciate your time and effort.”***
Dorita Lucarino – site 40-12

- ***“There's a huge elephant in the room. Since when is it ok to make an honest GM with integrity the scapegoat for an oversight by the Board and Finance Committee. She told you money was missing – you made a horrible mistake. People were happy with her. Each of you on the Board need to look at this. You can undue a mistake that's been done.”*** Vivian – site 32-11
 - Director Johansen gives response:

As was said in previous communications, this Board can not disclose the fine details why this decision was made. I was also involved in hiring this GM and had great expectations for her. The decision to part ways with that GM – the only thing we can say conforming to laws and privacy considerations, is that you should be very careful on relying on a single piece of information coming from one source. We all know there are multiple sides to a story, but we are going to remain professional and protect the association and do what's best for the Members. This Board can not disclose the reasons behind this change. We appreciate that Members of this park have formed relationships or friendships with the former GM or former staff, and no doubt they are going to disclose information to you. We had to make a decision, and we based that decision on a review of all Park processes and operations. At the conclusion of that review, we felt an immediate change had to be made, and we made that change. That is with the Membership and the Association as the priority. And it's important to remember that the Board members here are also Members. So whatever decision we make, affect us too. We thought this General Manager would be in place for 5, 6 or 7 years. When you elect us, you want us to be involved. When we see an issue, you elected us to act on behalf of the Membership. Unfortunately,

we had to do this. There was no other solution. If down the road, further information can be released, we will release it at that time. As it stands right now, we can't. Be careful making your opinion based on one side of the story, or one bit of information – that often leads to false concepts. No one at the front here benefits from not having a General Manager in place, just as the Membership doesn't. Only the Board Members and the people who are no longer here know the details.

- Director Walker adds:

I was the Board Member who found this previous GM. I considered her a friend. She was wonderful. But following policies and procedures, we had to make a change. This was for the benefit of the Membership and the Association. This was a hard decision. Hearing one side only, is shocking, as this is not where we wanted to be.

- ***"From my understanding, we are going to have an accounting firm independently come in and review the records. Then we're going to have an audit? Will that be this year or next?"*** Norm Grdina – site TR-16

- Director Bartleman responds – as soon as we can get it organized.

- ***"The reason I'm asking, is because I'm hearing rumours as well. I'm an experienced auditor, private investigator, and examiner, and one of the things that can eliminate some of the issues/questions, because the Board has been working hard to keep our investment up to date and secure, but they can only do so much. If an audit is done, some internal controls looked at, a risk assessment. I've provided a risk assessment to the Board Chair people probably twice now – waiting for a response. I can understand why there wasn't any. But at this stage, if an audit is done, at the end of the audit there will be Audit Management Letter. Whatever the auditors find, they are compelled to report. This Board is in a difficult position because they have legal advice and will have to be advised whether they can provide that information or not. That should eliminate some of our queries at that point – with a Management Letter. The problem is going to be that an Auditor is only responsible for a year's transactions. They're not responsible for the opening transactions, and that might be an issue that our Board has to contend with. So they have a very difficult job coming up. I think we really have to support them – they're giving up their free time. They're not being paid. They're in a no-win situation quite frankly. Being on the Finance Committee for several years, I can understand what you're coming from. It's difficult. Hopefully the audit can stimulate a sense of reasoning with everyone sitting here today. Good luck and I'm willing to help if I can be of any. There's a lot of misunderstanding out there. We're in a good financial situation because of the Board, but depending on what happened, we may have been in a better position."***

Norm Gredina – site TR-16

- ***My question is that I just got a bill for \$10.41, and attached to it is the fee to pay it online. \$9.50 fee seems like a lot to pay a \$10.41 invoice. Is that fee per invoice, or annual fee, or how is it going to work?*** Larry – site 19-2

- Director Bartleman answers: Confirms this fee was not part of the invoice, but is a fee 'when you go to pay it'. Online payment on App Folio is optional. Small bills can be paid at the office or the bank, with no fee charged. The only fee would be charged if paying electronically online. You do not need to pay your invoices that way. Electrical bills are not due monthly, only semi-annually – you do not need to pay them monthly. The office is just being transparent in sharing your monthly so you can see any anomalies. You do NOT need to pay every month.

- ***"Regarding the sewer system report – is that available online to Members?"***

Don – site 1-5

- Director Gurvich: We haven't seen the report yet. But once it's available, we don't see why it couldn't be posted. No reason why not.

- **First off, one of the most stressful things anyone has to do is terminate an employee, so I empathise with what the Board has had to go through over the past months. Other comment I'd like to do is commend you on finally confirming who the park lawyer is. We have sent multiple emails to the park since September, being told they're sent on to administration for comment, or ignored. So my question is – any member that was fined without due process, are they now allowed to re apply for an appeal? Because appeals were not allowed in some situations. Because there were not two sides of the story presented. Either the General Manager lied to the Board, or the Board took something the General Manager said, and twisted it, which resulted in a fine for me. And a letter that was unsigned – I don't know if it came from the Board or General Manager. One – I'm not to say anything that undermines the Board or my membership could be suspended, and secondly I can only talk to the office about my particular site and membership. This is very troubling. We appealed and were told that the Board decision is final. I'm probably not the only Member who has received unsigned letters.** Susan Stewart – site 39-10

- Director Cochrane: Unfortunately, because you're talking about something to do with your own specific site, and as we said at the beginning, we will not be dealing with site specific claims. If you have something that you feel should be looked at again, you are free to send an email to the Board, and we will address it when we have an opportunity to do so.
- **Susan Stewart: Question is then, will any member that was fined – appropriately or inappropriately, have the right to go back to the Board?**
- Director Johansen: Lets address the specific question. You're suggesting that because this GM is no longer with us, due process may not have been followed, so can those situations all be re-appealed? The simple answer is no. We have an appeals committee, that will look at any fines that are appealed. That committee determines if the fine will be reduced, vacated, or stands. As relating to your specific situation, the Board made the decision to levy a fine against you. Specifically, based on the information that was presented to the Board. You were able to appeal, and the Board denied the appeal. That's the end of that matter.

- **Question on an item that was not raised, but people would like an update on the internet. We've been bumping along with Don at Ecco for a few months at a time.**

Anna – 49-6

- Director Gurvich: Unfortunately, there isn't a good update on the internet situation. That was a project that was being driven by the General Manager. Fundamentally Don with Ecco is still servicing the park. You have to stick with us for now. We're having conversations and trying to unravel the details.
- Director Walker: To add to this, the company that we were going to work with, has been bought. So the way these buyouts work, is that all the negotiations that had been made, are all void. This is why we don't have an update right now.
- **I just wanted to say that at the last Town Hall it was said that the Circle Rep meetings have been important to the members. It's made us members feel like we're being heard.** Shannon – site 23-5
 - Director Walker: Jen Tindale deserves to be recognized for chairing the Circle Rep meetings. She lives in North Vancouver and often drives all the way down here to give the Board updates that might only last 20 minutes.

- **Amazing turnout today. Just wanted to say there are still some circles not represented at Circle Rep meetings. The meetings are open to all members. We continue meetings throughout the year, not just during the summer.**

Jen Tindale – site 8-4.

- **Want to discuss a recommendation that was made at the last Circle Rep meeting. Recommended to change the name of “Leisure Park” to something more fitness related. I like “Leisure Park”. Leave it as “Leisure Park” please.** Wally – site FR-14

- **Appreciate what was said earlier about an audit. I'd like the Board to address some of the rumours that have been circulating. When you are legally able to do so, I'd expect a report.** Richard Shore – 47-7.

- President Costanzo – please be more specific.
- **“Rumours money has gone missing”** Richard Shore
- Director Johansen: We can't comment on any rumours right now, based on advice from our lawyer and/or law enforcement. If and when we can disclose information, we will do so. If we speak to it now, and not adhere to our NDA's and our legal counsel, we open the Association up to legal action. We cannot say anything until we're advised otherwise.

- **Kirsten Barron: I appreciate that question. If the Board is currently continuing to investigate, to audit, to work with law enforcement – if they arrive at information that is certain and clear, I'd advise them to disclose it to you – the members. I don't want to set that expectation, but I will say the Board is hard at work to find out what happened. I'd encourage you to wait for the rest of the story before you form a conclusion.**

- **About Laura Lane – I understand that it's on pause because of a lawsuit in Skagit County involving the Federal Government. Does that mean we'll be on hold for something like 5 years? Can we just not put that 4 feet of pipe in and 'call it a day'?** Vicki Burnett – 22-2

- Director Gurvich: The short answer is no, we are not going to commence Lora Lane without full permits. There is no real Lora Lane update right now. There is a lawsuit currently in Skagit County, which has nothing to do with our Lora Lane project. We're actively working with the County.
- Director Johansen: Lora Lane has been the albatross for years. There has been some very good work by former Boards and current Boards. There is zero point in putting in our piece of the pipe, if the County isn't doing their portion. Putting in our ditch won't solve our problem. The major issue is at the front of the park – outside of our property. Why would we spend \$750k on something that won't solve our problem. Even though the money is earmarked, it is earning interest and could be used for another infrastructure project if needed.
- Director Walker: Nathan has been working on this for 4 years.

- **If there is discrepancies or deficiencies that are found, how are those funds going to be recouped? Will it go back to the owners if it can't be recouped?**

Sebring – site 54-08

- Director Bartleman: I will tell you that if there is a way to recoup funds through insurance or other means, we'll explore those avenues. You have to trust that we'll do whatever is best for the membership.

- **Regarding the flooding issue. Is anything else being done about the flooding?**

Jackie Watson – site 13-1

- Director Gurvich: Fundamentally, that won't change. If you look at topography maps of Birch Bay, we are the lowest area. It's a combination of ground water and ocean water that causes our flooding. Even with Lora Lane completed, there will still be flooding. Lora Lane, when completed, will help with water egress only.
 - ***They talked years ago about dredging – can that be done?*** Jackie Watson
 - Dredging would have all the same environmental concerns that would involve all jurisdictions, and would be very expensive. Ground water would still rise in the park – whether dredged or not.
 - Director Cochrane: The only real way would be to remove every single trailer out of the park and raise the land. This is part of living in a flood plain.
- ***I had a conversation with a Board Member who said people along Fern road would never be able to sell, because of the dredging and the wall along the back of our property.*** Trish Lunder – site FR-15
 - Director Gurvich: The environmental laws have changed recently, and you can't do work in any of the moats without significant permits. There would have to be a request brought to the Board for consideration. It would involve significant cost and lengthy permitting processes. Very complicated and expensive.
 - ***Is my process then, to send a letter to the Board?*** Trish Lunder
 - Yes, you should send a letter to the Board if you have concerns.
- ***I'm the nominations chair this year, and firstly want to thank the Board for all their time. 4 Board member terms are up for election this year. Nomination forms are available from me (Denise), and also on the website. Approach any Board member if you have questions about being on the Board.*** Denise Gun – 46-9
- ***How high can we raise our trailers? I see new trailers coming in being put on blocks.*** Steve Marcus – 11-5
 - Director Gurvich: I don't believe there are height restrictions on trailers in the park. Rules and Regulations in App Folio or website would be best reference.
- ***Just to address earlier question regarding "Leisure Park" terminology. It was only comments regarding how we all want to be active. There was no request to change the name of the park.*** Jen Tindale site 8-4
- ***Director Johansen – Just wanted to comment on information that was relayed earlier regarding audits and conforming to Washington State Laws. There will be a communication coming out soon, with regards to this. Our bylaws state that our bylaws 'may' be opened for review. Doesn't say definitively that we 'must'. In order to change the bylaw, it has to be presented at the AGM, and 2/3 of the members that show up to that AGM must vote for that change. The choices will be every year, or every second year. Members must be aware, that audits cost significant amounts of money. Please watch for the communication, and show up to vote.***
- ***Not a question, just some history that everyone should know. A park like this, in this area would never be allowed again. It was built on a bog – like building a park on***

Burns Bog. There was 4 feet of fill put on this entire park. There is probably only 18" of fill left. Over the years, we've sunk. Years ago, our tides were probably only 8-9 feet. Now we get 11-12 feet of tide. When the tide is in, we get water. We need to raise our trailers, or move. There is no other long-term solution, in my opinion.

Wes Gmur – site 31-7

- **There's talk in the park that the Board is looking at a Property Management Company in lieu of a Manager. Is this something the Board is looking at, and if so is it something members would have a say in?** Patty Austin – site 23-11

- Director Walker: Simple answer is no. We're not looking at it. IF we did, members would have a say.
- President Costanzo: I have had very casual discussions with actual management companies in Washington, and it's not something we'd even entertain. They come and go, and we'd have no control over our own office.
- Director Bartleman: I've been in regular contact with the office staff. Rumours like this are dangerous, and we could lose staff if they get wind of rumours like this, and they start to fear for their jobs. We don't know where these rumours start, but if you don't know if it's a fact, please don't repeat and spread them. They can be dangerous.

- **Can you clarify whether we can raise our trailers? ??** – site 18-7

- Director Gurvich: There currently is no guidelines on raising a trailer. However you must get a building permit within the park. Would be approved or not, and reasons would be given.

- **Final call for questions from the floor given, and passed. Question period closed.**

Frank Costanzo to close the Meeting:

- Round of applause for Audley for facilitating the meeting.
- Thank you everyone, and have a great weekend.