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After Recording Return To:
Timberlake Community Club, Inc.
2880 East Timberlake West Drive
Shelton WA 98584

DOCUMENT TITLE:	Timberlake Community Club Resolution 2016-01 Resolution regarding Claims of Disability Accommodations
REFERENCE NUMBERS OR RELATED DOCUMENTS	N/A
GRANTOR	Timberlake Community Club, Inc.
GRANTEE	Public – residents of the Timberlake Community
LEGAL DESCRIPTION	Timberlake Divisions 1 - 13
ASSESSOR'S PROPERTY TAX, (PARCEL NO.)	Division 1 – 20018-50-00001 thru 22018-50-09162 Division 2 – 20017-50-00001 thru 22017-50-00908 Division 3 – 22018-51-00001 thru 22018-51-00902 Division 4 – 22018-52-00001 thru 22018-52-00061 Division 5 – 22018-53-00001 thru 22018-53-00903 Division 6 – 22018-54-00001 thru 22018-54-00088 Division 7 – 22017-50-00001 thru 22017-50-00104 Division 8 – 22007-51-00001 thru 22007-51-90933 Division 9 – 22017-51-00001 thru 22017-51-00169 Division 10 – 22017-52-00001 thru 22017-52-00088 Division 11 – 22017-53-00001 thru 22017-53-00900 Division 12 – 22018-55-00001 thru 22018-55-00018 Division 13 – 22008-50-00001 thru 22008-50-00900

Timberlake Community Club
Resolution 2016-01
Resolution regarding Claims of Disability Accommodations

Timberlake Community Club

Resolution Regarding Claims for Disability Accommodations

The Timberlake Community Club Board of Directors wants to make disability accommodation claims available to members by use of a formal process that is consistent with federal law, including the Federal Fair Housing Act (FFHA, or the Act) and cases discussing the Act. The goal of the process is to evaluate what the proposed accommodation is, and whether it is reasonable and necessary to afford the handicapped person an equal opportunity to use and enjoy housing. The process begins with the member identifying to the association that he or she has a disability, and would like an accommodation because of the disability.

A request for a reasonable accommodation pursuant to the Federal Fair Housing Act should include the following:

- 1) A statement that the member is disabled pursuant to the terms of the FFHA; and
- 2) An explanation of the proposed accommodation.

If such a request is received, then if the Board of Directors is uncertain as to the proper response, it will offer to participate with the member in an interactive process to clarify what the member needs and identify the appropriate accommodations. The information that the association may need to undertake this process is information that: (1) is necessary to verify that the person meets the Act's definition of disability (i.e., has a physical or mental impairment that substantially limits one or more major life activities), if the disability is not obvious; (2) describes the needed modification; and (3) shows the relationship between the person's disability and the need for the requested

modification. The association is entitled to obtain information that is necessary to evaluate whether a requested reasonable modification may be necessary because of a disability.

Among the issues to be addressed in this process will be the issues raised by either party that are relevant to the determination of reasonable accommodation, pursuant to controlling law, including but not limited to:

- 1) An examination of the direct linkage between the accommodation and how it will help the member by lessening or ameliorating the effects of his or her disability; and
- 2) An evaluation of how this accommodation gives the member an equal opportunity to use and enjoy housing, but does not give the member a benefit with respect to matters not related to the disability.

Once the Board of Directors receives any information that is necessary to evaluate if the reasonable modification is needed because of a disability, such information will be kept confidential and will not be shared with other persons unless they need the information to make or assess a decision to grant or deny a reasonable modification request or unless disclosure is required by law (e.g., a court-issued subpoena requiring disclosure).

When the Board of Directors receives a request for a reasonable accommodation and it is uncertain of the proper response, so that an interactive process as set forth above is needed, the Board will mail or directly provide a copy of this resolution to the member along with any other information that the Board reasonably deems appropriate under the circumstances. The member then has 30 days to respond to the Board that she or he is willing to participate in the process. The Board and the member are each then responsible for progressing within the process at a reasonable rate so that the process can be completed

within 30 days after the member's response. Of course, accommodations from these time frames may also be requested.

The Board of Directors will apply and/or adopt additional reasonable rules for proceeding with these matters. For example, it may require that participants not be armed with firearms or other dangerous weapons during any in-person interactions related to this Resolution.

We certify that this Resolution was passed by the Board of Directors of Timberlake Community Club at a meeting of the Board at which a quorum was present on the 15 day of November, 2016.



President, Board of Directors




Secretary, Board of Directors

STATE OF WASHINGTON)
) ss.
COUNTY OF MASON)

On this 15th day of November, 2016, personally appeared before me Ferry Hubbard, personally known to me or provided to me on the basis of satisfactory evidence to be the president of Timberlake Community Club, the corporation that executed the foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of said corporation, for the uses and purposes therein mentioned, and on oath stated that He is authorized to execute the said instrument.

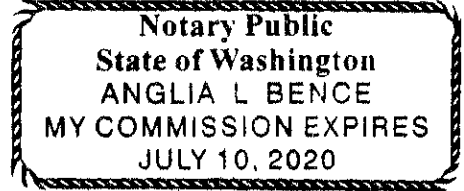
WITNESS my hand and official seal affixed the day and year first above written.

Affiant Known
Affiant produced ID
Type of ID _____


Print Name: Angie L. Bence
NOTARY PUBLIC IN AND FOR THE STATE

OF WASHINGTON, residing in Shelton
My commission expires July 10, 2020

STATE OF WASHINGTON)
) ss.
COUNTY OF MASON)



On this 15th day of November, 2016, personally appeared before me Catharine Robertson, personally known to me or provided to me on the basis of satisfactory evidence to be the Secretary of Timberlake Community Club, the corporation that executed the foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of said corporation, for the uses and purposes therein mentioned, and on oath stated that She is authorized to execute the said instrument.

WITNESS my hand and official seal affixed the day and year first above written.

Affiant Known
Affiant produced ID
Type of ID _____

Anglia L. Bence
Print Name: Anglia L. Bence
NOTARY PUBLIC IN AND FOR THE STATE
OF WASHINGTON, residing in Shelton
My commission expires July 10, 2020

