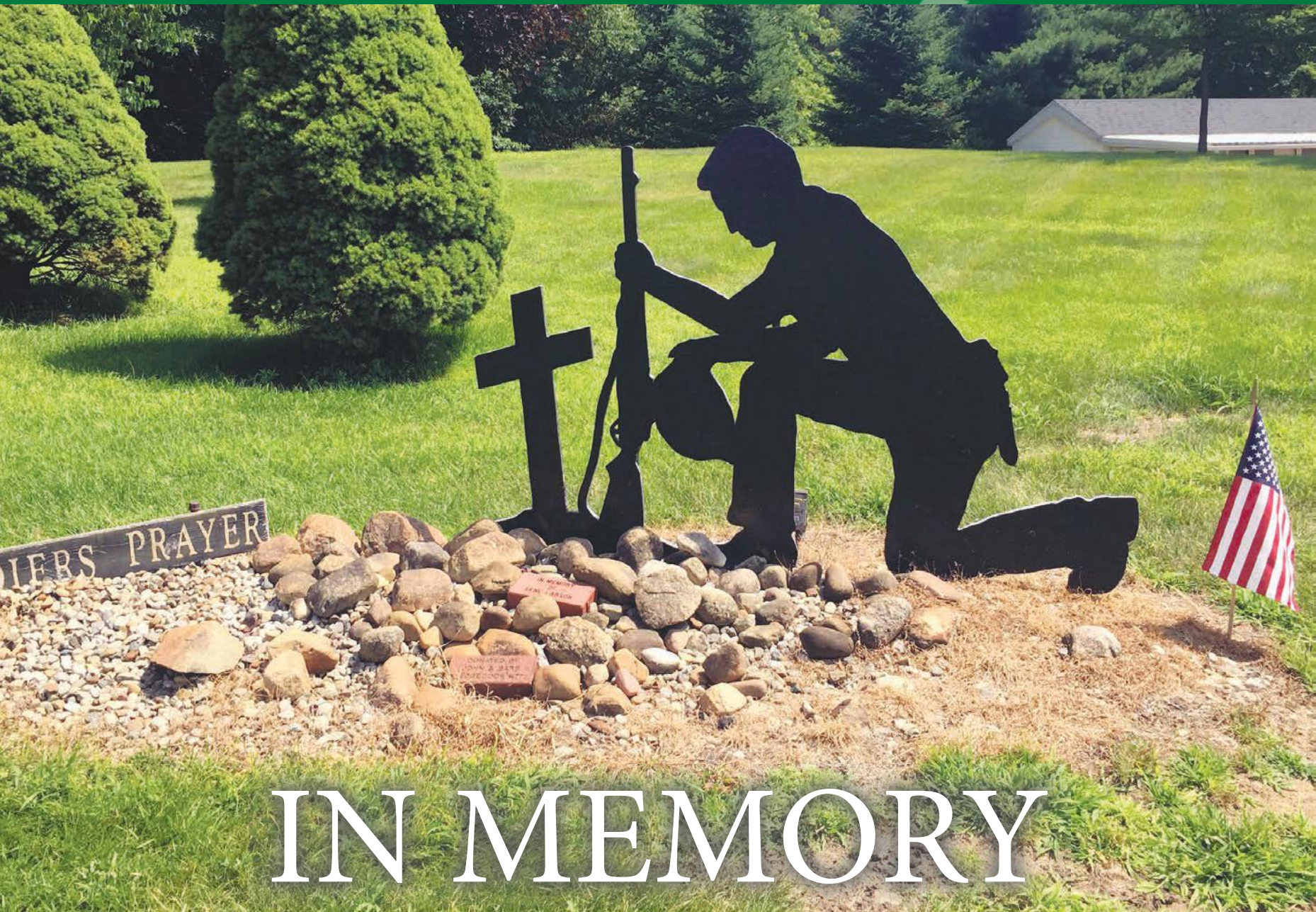




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Fax Number..... 616.896.7409
Member Service Ext. 100
Member Service Ext. 101
memberservice@sandypines.com

Administration

Jeff/Kathy..... Ext. 105
jeff@sandypines.com
kathy@sandypines.com

Kimberly Ext. 109
kim@sandypines.com

Beth Ext. 106
beth@sandypines.com

Josh Ext. 107
josh@sandypines.com

Jamie Ext. 116
jamie@sandypines.com

Park Inspector Ralph..... 616.896.7286
inspector@sandypines.com

Pumpouts-Emergency..... Ext. 111

Sales Office..... 616.896.8315
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Mary Applehof..... Ext. 113
mapplehof@sandypines.com

Nick Brott Ext. 114
nick@sandypines.com

Camping Office..... 616.896.8315
Kathy Brott Ext. 103
kathy@sandypines.com

Maintenance 616.896.8317
Ben Fifelski, Supervisor
Visit SandyPines.com for
Temporary COVID-19 Hours
maintenance@sandypines.com

Emergency/Public Safety..... 616.896.9006
Steve Deyarmond, Emergency Services Director
Keith Garvelink, Security Services Director
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Fax Number..... 616.896.9182
security@sandypines.com

Park & Garden
Jack Schmidt, Manager 616.896.9334
parkgarden@sandypines.com

Recreation Department..... 616.896.8318
Nikki Hoogewind, Director/Adult Rec.
recreation@sandypines.com

Lake Monterey Golf 616.896.8118
Gary Peters, Manager
www.lakemontereygolf.com
Golf@golflmgc.com

Laundromat Hours – Visit SandyPines.com for
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ADMINISTRATIVE TEAM

Jeff Sweitzer Park President
Kimberly Williams Finance & Accounting
Steve Deyarmond Emergency Services
Keith Garvelink Security Services
Ben Fifelski Maintenance
Gary Peters Lake Monterey Golf Course

MANAGEMENT TEAM

Kathy Brott Executive Assistant & Camping
Sue Flowers Member Service
Nikki Hoogewind Recreation
Josh Janowiak Communications
Jamie Bogema Human Resources
Mary Applehof Sales
Jack Schmidt Park & Garden
Ralph Smith Park Inspector

COMMITTEE CHAIRS

Finance..... Ginny Hager
Golf Course Bill Reynolds
Grounds/Maintenance Kel Kronemeyer
Long Range Planning Kevin Hager
Policy Joel VanKolker
Rules Michelle Bengsch
Safety & Security Rod Burch
Technology Bob Powers

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BOARD OF DIRECTORS ~ MISSION STATEMENT ~

The Sandy Pines Board of Directors will
provide positive leadership and manage-
ment direction so as to ensure the long
term viability and success of Sandy Pines
Wilderness Trails, Inc.



PARK PRESIDENT NEWS

BY JEFF SWEITZER jeff@sandypines.com

Welcome back to our Members! It is time to get things moving again at our wonderful park and golf course even if it is a slow start. Before we move into updates regarding our wonderful park and golf course, we need to remind ourselves what the month of May should truly inspire, Thanks and Remembrance! "No duty is more urgent than that of returning thanks." "May we never forget freedom isn't free." "A hero is someone who has given his or her life to something bigger than oneself." "The brave die never, though they sleep in dust, their courage nerves a thousand living men." - unknown source. Please take time to remember those who have fought and died for our freedoms and Thank those who have returned, yet lost friends in the process.

We would like to Thank You for your patience, cooperation and understanding. We also want to Thank You for all your prayers to the entire staff and me personally. None of us ever imagined the things we are dealing with today: 1. Health Pandemic and 2. National Economic Crisis. We continue to deal with these trying times of COVID-19, what it means to all of us as a potential new norm, the impact to us financially and the impact to Sandy Pines and Lake Monterey Golf Course. I am sure many of you may have been impacted by COVID-19 just as my family has by losing someone you know or love. This is serious and a real threat.

As we communicated at the end of April, we are implementing a 3 Step Plan to restart our park and golf course. This Footprints edition will focus on Step 1 of our plan by department, what you will see when you return and what to look for when you are back engaging within the park. Therefore, it will be different than past Footprints communication. We have worked diligently with our State, County and Local officials to develop this plan. It is important to keep in mind that Sandy Pines has an obligation to comply with the Executive Orders issued by the State. We continue to do that while still employing the essential workers and ensuring basic minimum operations. At the same time, we will be understaffed for a period of time through the reopening of the season. As much as Sandy Pines has sought to comply with the Executive Orders, please keep in mind that each site and each member has an equal obligation to comply with the Executive Orders. We are all in this together. Towards that end, the Sandy Pines' re-opening plan seeks your cooperation as we implement the steps to re-open the park. The success of the plan also relies on you the members.

Step 1 Restart Plan: 5/1/20

- Members and Immediate Household Only allowed park access
 - Members with children living outside the household included

- Paid Seasonal Sites Members Can Arrive/Return
- Maximum Site Occupancy 8 persons per site meeting above requirements
- Main Gate and Phase 3 Entrance only – PSO to confirm count and household

Step 2 Restart Plan: 6/1/20

- Associate, Non-Immediate Household Member(s) & Guests allowed park access
 - Associate cards turned back on for park access
- June 15 - Camping (sites and cabins) reopen on a limited basis
- Reviewing financial impact to limited camping

Continued on Page 4



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Park President News / Continued From Page 3

- Timeline based on State of Michigan EO's and DNR communication
- Maximum Site Occupancy 8 persons per site
- Main Gate and Phase 3 Entrance only – PSO to confirm counts

Step 3 Restart Plan: 7/1/20

- Community open for normal occupancy of park capacity
- All Gates Open
- Each Step to be evaluated and relaxed if needed
- If extended, timeline moves dates 1 for 1.

Employee Safety

- All departments and staff to follow CDC, Federal, State and local requirements and/or recommendations
- Provide personal travel hand sanitizer to employees (while supplies are available)
- Provide masks to employees (while supplies are available)
- Provide gloves to employees (while supplies are available)
- Provide sanitizing and cleaning supplies to employees for workstations (while supplies are available)

Projects & Misc

1. FEMA project is contractual commitment
2. Camping cancelled through May
3. Golf Cart Rentals confirmed cancellations
4. Sales Loss of \$70,000 is forecasted based on 2019
5. Pump Out(s) missed to be credited
6. Dues will not be refunded or prorated

- a. Similar to city taxes
- b. Similar to school millages

7. Renewals mailing process to start May 4th
8. Renewals to be received by Members week of May 11th
9. Renewals due June 25th (extra 30 days)
10. Park opening pushed by 2 weeks due to State EO's
11. Site Cleanup Deadline delayed to June 29

Retail Center – Lease Tenants

May 1, 2020

- Dairy Dip, Outback Store & Restaurant, Just Your Style Hair Salon available to open when ready
- Practice Social Distancing expectations, requirements and guidelines
- Sandy Pines enforcement process

Board of Director Meetings

- Closed to members until further notice
- Members will be able to submit questions prior to Board Meeting to address during Board Meeting(s)
- Meetings will be videotaped, posted online, and on Sandy Pines Channel 27.2 for playback

Face to Phase Meetings

- Onsite meetings are cancelled, virtual meeting options are being researched
- Members will be able to submit questions prior to meetings for the President to address the community

Committee Meetings

- Delayed 60 days
- Unable to use Admin Conference Room and other facilities as they will be closed
- Onsite meetings are cancelled, virtual meeting options are being researched

Park Opening Enforcement Policies

The Public Safety and Administration Teams must enforce the new rules, requirements and guidelines per below:

VI. CONDUCT RULES

12. COVID-19 AND STATE OF MICHIGAN EXECUTIVE ORDER COMPLIANCE AND PENALTIES
 - a. All Members, Associates, Guests and Contractors are expected to fully comply with State of Michigan Executive Order 2020-59 for the duration of the order.
 - b. While this rule addresses Order 2020-59 specifically, it will also be applicable to any current or future additions to the State of Michigan Executive Order pertaining to COVID-19.
 - c. Executive Order 2020-59 may be referenced here:
 - c.i. https://www.michigan.gov/whitmer/0,9309,7-387-90499_90705-526894--,00.html
 - d. A Member site which has a person refusing to comply with Executive Order 2020-59 shall be assessed fines of \$1000.00 and 10 points to the site.
 - e. A Member site which is found to have a subsequent or second (2nd) failure to comply with Executive Order 2020-59 shall be assessed fines of \$1500.00 and an additional 10 points to the site.
 - e.i. Second or subsequent refusal to comply with Executive Order 2020-59 may also result in an immediate request to the Board of Directors for membership termination.
 - e.ii. A second or subsequent refusal to comply with Executive Order 2020-59 by a contractor will result in immediate and permanent



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Continued on Page 5

rescinding of contractor privileges in The Park.

f. Executive Order 2020-59 includes the following:

“This order must be construed broadly to prohibit in-person work that is not necessary to sustain or protect life.

Subject to the exceptions in section 7 of this order, all individuals currently living within the

State of Michigan are ordered to stay at home or at their place of residence. Subject to the same exceptions, all public and private gatherings of any number of people occurring among persons not part of a single household are prohibited.

All individuals who leave their home or place of residence must adhere to social distancing measures recommended by the Centers for Disease Control and Prevention (“CDC”), including remaining at least six feet from people from outside

the individual’s household to the extent feasible under the circumstances.

No person or entity shall operate a business or conduct operations that require workers to leave their homes or places of residence except to the extent that those workers are necessary to sustain or protect life or to conduct minimum basic operations.”

Continued on Page 13

COMMUNICATION NEWS

BY JOSH JANOWIAK josh@sandypines.com

Communication has been vital these past few months due to the fluid nature of the COVID-19 pandemic. As much as we plan ahead and try to be proactive, everything changes and develops so quickly that it’s hard to keep up. Please keep in mind that whenever new executive orders are issued it takes us time to review all of the changes in great detail, interpret how they impact Sandy Pines as both a community of home owners and a recreational campground, and confirm those details with Allegan County before we’re able to address questions. In the social media age, everyone wants answers immediately and unfortunately it can take a few days to clarify details before we’re able to address questions.

Please continue being patient and direct your questions to our website and our Facebook Page. We’ll respond to all inquiries as soon as we’re able to do so accurately. Please also be cautious of secondhand information shared by others. Direct answers from our staff, our official Sandy Pines Website and our official Facebook page are the only sources that we can guarantee the accuracy of the information.

We have many new ways to keep you informed during the pandemic. If you didn’t get a chance to read our April Footprints Communications Update at sandypines.com/AprilComNews, now would be a great time to do so as it covers our

entire communication funnel and process in great detail. In summary, we typically communicate all information and updates through the following media:

- The Sandy Pines Website Blog Posts, Alerts, Cancellations & Events
- Sandy Pines Cable Channels 27.1-27.4
- Rave Alert SMS Texts & E-Mails
- Facebook Social Media Posts
- Weekly Member E-News Updates
- Weekly Flyers (Memorial-Labor Day Weekend)
- Monthly Footprints Magazine

Continued on Page 6



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CORONAVIRUS UPDATES



PARK RESTART PLAN-PHASE I

By Sandy Pines | April 27, 2020 | 34 Comments

On Friday, April 24, 2020, the State of Michigan announced, from the Office of the Governor, Executive Order No. 2020-59 ("EO 59"). EO 59 became effective immediately, and rescinded EO 2020-42. EO 59 extends the Stay-At-Home order through May 15, 2020 while maintaining Federal, State and CDC social distancing requirements and guidelines. We continue to...



PARK RESTART PLAN

By Sandy Pines | April 24, 2020 | 17 Comments

From Governor Whitmer On Friday, April 24, 2020 Governor Gretchen Whitmer signed executive order 2020-59, extending her "Stay Home, Stay Safe" order through May 15. The new order will require people to wear homemade face coverings when they enter enclosed public spaces. It will also lift some restrictions on outdoor activities and allow some workers...



EASTER WEEKEND UPDATE

By Sandy Pines | April 11, 2020 | 6 Comments

With the Thursday, April 9th State of Michigan announcement from the Office of the Governor for Executive Order No. 2020-42 extending Stay-At-Home orders through April 30th, we announced that Sandy Pines and Lake Monterey Golf Course will remain closed through this time frame. For more details, visit our Stay Home Stay Safe Extension Update. We...



STAY HOME STAY SAFE EXTENSION

For the past couple years, the Rave SMS Text & Email Alert System has only been available to Members. We are happy to announce that we have a new SMS text-in option for Associate Members, Guests, and Campers. All you have to do is text "SANDYPINES" to 67283. That will opt you into all of our alerts & cancellations which will include emergency alerts, recreation updates, event cancellations, pool closures, etc. You can opt out at any time by texting "STOP" to 67283.

If you are a member, you should already be signed up for our official Rave SMS Text and Email park updates and emergency alerts. You will not receive additional recreation updates and non-emergency alerts on your Member Text Alert Channel. If you wish to receive additional recreation updates and non-emergency alerts, you can also opt in and out of the "SANDYPINES" SMS Text Channel at any time. You will not get duplicate messages if you are opted into both channels.

Please keep in mind severe weather notifications and other emergency alerts are sent automatically by the National Weather Service, Allegan County, the state of Michigan, and other national agencies. The National Weather Service will often send numerous consecutive alerts in the case of severe weather advisories and warnings. If you have any questions regarding any of our communications mediums, please send me an email or give me a quick call and I'd be happy to help you out. Additional communication details are available at <https://sandypines.com/keepintouch/>



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FINANCE & ACCOUNTING NEWS

BY KIMBERLY WILLIAMS kim@sandypines.com

We welcome you back to the awaited 2020 season with warmest wishes!

2020 Seasonal Renewals

Due to the unprecedented events of COVID-19 and the effect on staffing within the park, the 2020 Seasonal Renewal invoices have been delayed and will be mailed out the week of May 11th. With this adjustment in timing, we have also extended the payment due date to June 25, 2020. We would like to thank all members who are diligent in keeping your account payments up to date. Your commitment to Sandy Pines is greatly appreciated.

Payment Options through COVID-19

As we begin the new season of 2020, we are directing payments through electronic means for the safety of our members and staff. The 3 ways we would like to direct you for payment is as follows; Online Payment through the Member Web Access portal, Bill Pay through your personal bank, or over the phone by credit/debit card with Member Service. The 3% pass-through service charge on payments made through the Member Service Online Payment portal and payments made over the phone will be waived and the cost absorbed by Sandy Pines. A 1.5% service charge will still be applied on any unpaid balances past the due date.

Financial Statement Review

The Board of Directors met on Friday, March 20th to review the November 2019 through February 2020 financial statements for both SPWT and LMGC. Below is a review of the financial statements as of the end of February 2020.

Sandy Pines Wilderness Trails

- Current cash equivalents as of February 2020 is up approx. \$671k or 16.3% over prior year.
- Total Member Accounts Receivable is down approx. \$12k, which has been obtained by monitoring of 60+ days past due accounts.
- The current expenditures for the FEMA building are recorded under Acquisitions – Grant Funded. A reimbursement

request for the amount \$185,407 is currently in submission with FEMA.

- Current liabilities are down \$407k or 67%; related to timing differences in outstanding payables bills.
- Total Net Income is down 8.9% up from prior year, however this is early in the year, with time to pick up during the season, and includes an additional payroll run paid on 2/28/2020.
 - Sales and Hospitality gross income is up 48% from prior year, specifically Commission Income 12%, Transfer Fee Income 25%, and Site Rentals by 25%.
 - Recreation net income is up \$2,148 from prior year at \$293. The increase is related to Fall Fest and Winterfest activities.
 - Rental for Golf Carts is up 32%.
 - Member Service Income is up 26%.
 - Retail Center gross income is up 10%.
 - Other Operating Expenses is showing an increase of 19% over prior year. February YTD Totals include an additional payroll paid on 2/28/2020. Without this payroll, Other Operating Expenses are up 16% over prior year.
 - Public Safety Payroll also includes salaries related to overlapping training time for our Public Safety officers.
 - Repair and Maintenance Cost YTD are 19% increased over the costs incurred February 2019 YTD.
 - Sticker Expenses are significantly higher over FY2019 February YTD, but relates to the cost of the license plates for the new year. These costs are offset by the sticker income for the year.
 - Grounds Maintenance is 38% higher over prior year.

Lake Monterey Golf Course

- Current cash equivalents as of February 2020 is down 9%, which is a pickup from the decrease of 30% at the beginning of the fiscal year.
- Current Liabilities are down 45%
- Other Net Loss is down 14.6%
- Total Gross Income is up .35% and Total Operating Expenses is up 17% related to R/M Equipment, R/M Course, Gas/Oil/Auto, Advertising

The Board is currently scheduled to meet on Friday, May 22nd to review for approval the most current March and April 2020 financial statements. The Board will also be reviewing for first draft of approval the 2020-2021 season budgets.

The current COVID-19 situation has Sandy Pines focusing heavily on the health concerns of our staff, members and community, but also just as much on the financial position of the park. Sandy Pines is blessed to have had a strong financial position going into the pandemic ending the 2019 fiscal year with a 183 days cash to days of operations reserve.

Membership dues for the 2020 season will not be reimbursed, nor prorated. Membership dues for the season cover 40% of the park's operational expenses. At the end of February 2020, the onset of the pandemic in Michigan, Sandy Pines had already incurred year-to-date, approximately 34% of expenses. Even with the furlough of a portion of our staff, the overall routine expenses of the park continue to occur with security coverage and minimal administration coverage, property taxes, utilities, and continuing minimal maintenance of the park. These expenses will continue to occur, regardless of the pandemic, just as with your own personal property taxes, utilities payments or other commitments. The membership dues will be an essential factor to help carry the park through the economic shift we are experiencing due to the pandemic. Sandy Pines will however be assessing renewal charges on a specific item basis to determine where a reimbursement or pro-ration will be applied. With the uncertainty

Continued on Page 10

EMERGENCY SERVICES NEWS

BY STEVE DEYARMOND steve@sandypines.com

COVID-19 Precautions

The Coronavirus Disease (COVID-19) is a highly contagious respiratory disease caused by the SARS-CoV-2 virus.

Up to 25% of COVID-19 patients are asymptomatic (no symptoms) and do not show Coronavirus symptoms. Persons can spread the virus unknowingly to others as a result. The most common symptoms reported by the Center for disease control (CDC) are:

- Fever 100.4
- New Dry Cough
- Shortness of breath
- Fatigue

Transmission of Disease

Present research indicates that liquid droplets are suspended in the air during respiration, upon talking, clearing your throat, through droplets of saliva or discharge from the nose or by cough or sneeze. Airborne droplets are necessary to transmit the virus. Airborne droplets can be suspended in the air from coughs and sneezes. The droplets need to go from the infected person's mouth or nose into someone else's mucus membranes - eyes, nose, mouth or inhaled. The disease can also be transmitted by touching a contaminated surface where a droplet has fallen and then the touch their eyes, nose or mouth.

It is important in limiting the spread of disease through:

1. Physical/social distancing-6 feet or more
2. Proper hand washing 20 seconds with soap and water

3. Coughing into tissues
4. Disposing of used tissues
5. Avoiding touching eyes, nose, and mouth
6. Wear a surgical or cloth face mask when in public

It is important to social/physical distance from others at least six feet when in public places. Safety is a means of restricting your own activities where others are present in public places. Shopping should be done by one family member and if possible, utilize a shopping service and do pickup. During this crisis, the norm of doing business has changed. Please interact by phone, e-mail or over the internet. The less interaction that you have with others in face to face interactions the safer it is for you. Interactions of youth with others. During this time parents may want to limit youth to immediate interaction with other youth on golf carts.

Cloth or Surgical Masks

Cloth or surgical masks are intended to protect others and not the wearer of the mask. The cloth or surgical mask collects most respiratory droplets expired thus reducing the transmission to others. A surgical or cloth mask may be effective in blocking splashes and large-particle droplets, a face mask, by design, does not filter or block very small particles in the air that may be transmitted by coughs, sneezes because of its loose fit.

Wearing of a face mask is the new socially responsible etiquette of our time. Face masks will be required when interacting with staff inside

facilities and in public shared facilities such as restrooms and laundries.

High risk individuals

Persons with the following health conditions may be have poorer outcome if they contract the COVID-19 disease. It is important these individuals as well as immediate and extended family protect themselves by limiting interactions, greatly reducing their exposure to others and following CDC recommendations.

- People 65 years and older
- People of all ages with underlying medical conditions, particularly if not well controlled
- People with chronic lung disease or moderate to severe asthma
- People who have serious heart conditions
- People who are immunocompromised
- Many conditions can cause a person to be immunocompromised, including cancer treatment, smoking, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications
- People with severe obesity (body mass index [BMI] of 40 or higher)
- People with diabetes
- People with chronic kidney disease undergoing dialysis
- People with liver disease

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I think I have been exposed to COVID-19, what should I do?

Close Contacts

I live with or am caring for someone with COVID-19

Someone that has COVID-19 coughed or sneezed on me

I think my coworker has COVID-19

I think someone I know has COVID-19

You should self quarantine and monitor yourself for symptoms. The local health department may ask you to do so.*

You do not need to self quarantine, but it is a good idea to be vigilant and monitor yourself for symptoms.

Have you developed symptoms of respiratory illness such as **fever, cough, or shortness of breath**?

YES

NO

Are you having **severe symptoms** like difficulty breathing, persistent pain or pressure in the chest, new confusion or inability to arouse or bluish lips or face?

YES

NO

Seek immediate medical attention.

Contact your health care provider to discuss your symptoms.

Continue to monitor yourself for symptoms.

HOW DO I MONITOR MYSELF?

Pay attention for COVID-19 symptoms:

- **Fever**
- **Cough**
- **Shortness of Breath**

If you are concerned about your health, contact your health care provider.

If your doctor decides you should be tested for COVID-19,
your health care provider can order testing for you.

Health care provider takes a sample

Sample is sent to a laboratory for testing

Laboratory sends result to health care provider

Health care provider informs patient of result. The state health department will not provide results.

*Quarantine process for general public, does not specifically apply to health care workers.

SEOC TA 2710604 03/25/2020

of the 2020 season and slow opening of the park in phases Sandy Pines will be mitigating for the specific direct losses of operational revenue.

- The funding of the FEMA project is a contractual commitment with the funds already allocated.
- Camping has been cancelled through May 2020 (June is TBD) resulting in a loss of approx. \$13.5k. The continuation of the Executive Orders and restrictions on camping will continue to affect the revenue stream through the 2020 season.

- Golf Cart Rentals have cancelled many camping related reservations in May 2020.
- We are forecasting a \$70k loss, thus far, in Sales based on trends in 2019.
- Pumpout renewals that did not occur with the early plan with missed services in April 2020 accounted for a loss of approx. \$4k.

Sandy Pines is projecting a drop in the cash to days of operational reserve from 183 days to 126 days as of the end of April 2020. Sandy Pines was successful in securing the PPP Loan through our current bank for both Sandy Pines Wilderness Trails and Lake Monterey Golf Course. We are

currently reviewing how we can best utilize the funds received through both organizations and working closely with our Accounting Firm and Legal Counsel for guidance. Sandy Pines will be monitoring the loss in revenue throughout the season, while focusing on maintaining the financial strength and viability of the park during this COVID-19 crisis and into the future.

With the financial strength of Sandy Pines Wilderness Trails and Lake Monterey Golf Course is important to us. It is even more important to keep our members and staff healthy and bring everyone back to their Happy Place! We miss you all and look forward to seeing you soon!

••••

LAKE MONTEREY GOLF COURSE NEWS

BY GARY PETERS gary@golflmgc.com

Pro Shop

1. Golfers will walk in the front and exit on the side Door; No Mask – No entrance
2. All rental carts will be one person only unless they live together/immediate family
3. All food service will be behind the counter and staff will get the food, no Self service (to keep the line moving only hot dog and polish dogs)
4. Members can only charge to account or Bank card (no Cash)
5. Members (not Staff) will swipe their own membership card

6. One member to check in the foursome when possible
7. All table and chairs roped off or removed
8. General public and members will come into Pro Shop and check in and leave the building
9. Hand dryers will be turned off; paper towels only
10. Automatic soap dispensers in both bathrooms (if possible)
11. No more than two golfers in the Pro Shop at one time
12. Cart Keys will be returned by side door, put in a basket outside the door and sanitized prior to re-renting
13. Plexiglass barriers/windows installed at counter area
14. All Picnic tables and benches removed from the building
15. All carts and beer coolers disinfected before going out
16. All condiments will be only in packets no more bottles
17. All food and candy to be behind counter
18. Hand sanitizers will be available to staff and customers
19. Any employees with a fever or symptoms will not be allowed to work

4. There will be foam plug in the cup so the ball may not fall in the cup, golfers will use their club to pull the ball back to them to pick up
5. The flag will stay in the cup at all times and no one is to touch the flag stick at any time.
6. Members will ride in their individual carts or walk practicing social distancing; public will walk practicing social distancing or rent a cart per person only (ride together if family members)

Maintenance Department Standards

1. Break room table will be removed
2. Dave will pull all equipment out in the morning before the start of the day
3. Punch in and head out to do their job
4. Jobs to be assigned entire day at the start of the day
5. Lunch break will be outside the shop in their own cars or on a chair outside the shop
6. All tasks given will be for a one-person job
7. We will have to put in a sink in the maintenance shop
8. Wash their own mowers

••••

Golf Course

1. Golfers will take their trash with them
2. No ball washers will be on the golf course
3. No trash cans will be on the course

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MEMBER SERVICE NEWS

BY SUE FLOWERS memberservice@sandypines.com

Contact Information

Phone: 616.896.8315 x 0

Fax: 616.896.7409

Email: memberservice@sandypines.com

May 4, 2020

- Staff returns to the office
- Office hours 8am-4pm
 - Members recommended to complete all transactions via Member Web Access, online or Member's Bank, i.e. Bill Pay
- Office open to Members limited to 10am – 2pm
- By appointment only
- Members must wear face mask to enter the office; no mask – no entrance

- Office transactions accepted by debit/credit card only; no cash or checks

May 16, 2020

- Saturday Member Service Hours Begin

Department Standards

- Staff able to work remotely will continue to do so whenever possible.
- Implement Social Distancing Tactics
- Office hours 8am-4pm; Office open to Members limited to 10am – 2pm
 1. By appointment only
- Members must wear face mask to enter the office; no mask – no entrance
- Install sanitizing touchless dispensers (if available)

- 6 ft. queuing area in lobby and outside building for waiting Members
- Plexiglass barriers/windows installed at Member Service counter area
- Staff to clean individual workstations at the end of each day
 1. Recommend at mid-day and end of each day
 2. Includes Plexiglass windows/keyboards/desks/phones/etc.
- Transactions via web access, online or Member's Bank, i.e. Bill Pay
- Office transactions via debit/credit card; no cash or checks

• • •

PARK & GARDEN NEWS

BY JACK SCHMIDT jack@parkgarden.com

Park & Garden Store

Phone: 616.896.9334

Email: parkgarden@sandypines.com

Online: sandypines.com/ParkGarden

Park & Garden Rental Office

Phone: 616.896.9888

Email: parkgarden@sandypines.com

Online: sandypines.com/ParkGardenRentalOffice

- Limit shopping to 1 person per party
- Members to wear masks to enter store
- 6 ft. queuing at check out and store aisles mark with "X" and "arrows" to show flow
- Plexiglass barriers/windows installed at counter area
- Post notices: If sick or have COVID-19 Symptoms do not enter store

- Staff to clean individual workstations at the end of each day
 1. Rental carts and equipment to be disinfected upon return prior to re-rental
 2. Carts – baskets, steering wheel and keys to be disinfected
 3. Recommend at mid-day and end of each day

Continued on Page 12

Park & Garden Store

May 4, 2020

- Park & Garden Store & Rental Office Opens Weekend Hours only
- Water Softeners start to be delivered; Employees to use 2 separate vehicles; no buddy travel
- Cart Rentals available only to Members to start

May 16, 2020

- Store hours move to full time Monday - Saturday

Department Standards

- Implement Social Distancing Tactics.
- Employees to wear mask and gloves while on the floor stocking shelves and interacting

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- 4. Includes Plexiglass windows/ keyboards/desks/phones/etc.
- Staff to regularly clean aisles
- Transactions via web access and online
- Store transactions via debit/credit card; no cash or checks
- Explore call ahead pre-order and pick up program

**Gas Marina & Boat Rentals
May 20, 2020**

- Marina Opens

- Wednesday and Friday Hours 5:00pm – 8:00pm
- Saturday and Sunday Hours 12:00pm – 5:00pm
- Kayak and Paddle Board Rentals – per CDC Guidelines

Department Standards

- Implement Social Distancing Tactics.
 - 6 ft queuing at rental or fueling area
 - Clipboards to rental or fuel employees to use filling out rental forms

- Staff to clean watercraft and paddles at end of each day
 - Disinfect upon return prior to new rental
 - Also disinfect at mid-day and end of each day
- Life jackets need to be disinfected before each use and after return
- Employee to wear mask and gloves
- All transactions by credit card numbers and /or member charges to site
 - paperwork filled in by customer

••••

MAINTENANCE NEWS

BY **BEN FIFELSKI** ben@sandypines.com

May 1 - 4, 2020

- Water turned on
- Pump Outs to start

Department Standards

- Implement Social Distancing Tactics
- Staff to be assigned individual assignment/tasks
- Staff to travel in designated individual vehicle(s) while on duty; no buddy travel
- Staff breakroom to be closed
- 6 ft. distancing when engaging Members
- Staff to clean individual workstations/ vehicles at the end of each day
 1. Recommend at mid-day and end of each day
- Pump Outs gloves and masks required

Please utilize your trailer/camper bathrooms as much as possible to help limit the possible spread of disease.

Phase	Location	Bathrooms	Laundry	Hours
1	Retail Center	Open	Open	8 am-10 pm
1	CC 1	Closed		
1	CC 2	Open		8 am-10 pm
2	CC 3	Closed		
2	CC 4	Closed		
3	CC 5	Closed		
3	CC 6	Open	Open	8 am-10 pm
4	CC 8	Closed		
4	CC 9	Closed		
4	CC 10	Open		8 am-10 pm
5	CC 11	Open	Open	8 am-10 pm
5	CC 12	Closed		
6	CC 13	Closed	Open	8 am-10 pm
6	Rec Station	Closed		

Continued on Page 13

Convenience Centers & Laundromats

While we typically open all CCs in the spring, we will only be opening a limited number this year so we can clean and decontaminate those facilities throughout the day. CCs will be open daily from 8 am-10 pm and closed twice per day for deep cleaning and decontamination. In case of severe weather CC shelters will be open for member safety. All laundry facilities will also be open from 8 am-10 pm and close nightly for cleaning and decontamination. COVID-19 precautions and signage will be posted inside and outside laundry facilities. Users must abide by social distancing restrictions and safe laundry practices.

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WASH

Safe Laundry Practices to Protect Against the Spread of the Coronavirus



Be Quick

Clothes and bedding should be removed and washed as soon as possible to prevent the spread of infection.



Be Thorough

Wear disposable gloves when handling laundry that could potentially be infected, and keep soiled items as far away from your body while loading them.



Be Sanitary

After loading the machine, wipe down any knobs, handles and other commonly touched surfaces you may have interacted with. Sanitize your hands afterwards with soap and warm water or alcohol-based hand sanitizer.



Use Heat

CDC guidelines recommend drying the fabric on the highest heat setting applicable to destroy the virus, as well as using of the warmest water the fabric allows to further disinfect.



Separate Loads

Be sure to run separate loads for sick and healthy individuals. For extra protection, you could add a bleaching agent (chlorine or oxygen-based) to your wash, which will aid in the sanitation of the load.



Clean Hampers

Frequently clean and disinfect clothes hampers and laundry baskets. Use a trash bag for clothing and linens that may have been exposed to the virus. Only use hampers or laundry baskets for clean clothes.

You can further protect yourself by regularly sanitizing with disinfectant spray or wipes according to the label's instructions. Be sure to wear gloves any time you are handling infected material or cleaning chemicals. Remember to thoroughly wash or sanitize your hands any time you contact with "high touch" surfaces and to avoid touching your eyes, nose and mouth.



Park President News / Continued From Page 5

- g. The above quoted section does not contain the entire order, and all Members, Associates, Guests and Contractors are expected to follow and comply with the entire order.
- h. Please note that in addition to a violation of Park Rules, a person violating this order could be charged with a misdemeanor offense under MCL 10.33 and MCL 30.405(3)

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Maintenance News / Continued From Page 12

Closed Facilities

- Recreation Station
 - Fitness Center
 - Game Room
 - Water Park & Pools TBD
- Phase 3 Pool TBD
- Playgrounds
 - All playgrounds will be closed and roped off to prevent the possible spread of the Coronavirus

Open Facilities

- Recycling Center & Leaf Dump
- Mini-golf, Pickle Ball, Shuffleboard, Tennis
 - You must bring your own equipment for open facilities
- Basketball – No games unless following social distancing requirements
 - Horse, Pig, etc.

Laundromat & Laundry Precautions

- All four laundry facilities will be open. Restrooms at those facilities will remain closed.
- Proper COVID-19 precautions and signage will be posted inside and outside laundry facilities. Please note the WASH Safe Laundry Practices for safety and social distancing guidelines.

....

PARK INSPECTOR NEWS

BY RALPH SMITH inspector@sandypines.com

Hours

Monday-Friday 8:00 am to 4:00 pm

Office Hours

Monday-Friday 8-9:30 am & 3-4:00 pm

Contact Information

Phone: 616.896.7286

Fax: 616.896.7409

Email: inspector@sandypines.com

May 4, 2020

- Manage staffing to mitigate COVID-19 exposure and budget risks

Department Standards

- The Annual June 1 Site Cleanup Deadline has been delayed to June 29
- Permits to be reviewed by Inspector
 - Priority 1 – Emergency and Critical work
 - Priority 2 – Normal work (if approved by State)
- Permits dependent on State Orders for contractors
- Wear mask whenever closer than 6 ft.
- Rearrange office to keep 6 ft. from member(s)
- One person in office at a time

- Members must wear face mask; no mask-no entrance
 - Mark sidewalk outside office with an “X” every 6 ft.
 - Wipe down office and door handles mid-day and after shift
 - Wipe door handles and counter for customers after each use
 - Inform contractors of the proper social distancing and face masks
 - Inform all food trucks and make sure they mark off social distances for their location
-

RECREATION NEWS

BY NIKKI HOOGEWIND nikki@sandypines.com

May 9, 2020

- Finalize Rec Event Schedule and start cancelation communication if needed

Recommendations

- Implement Social Distancing Tactics.
- No large social gatherings

Closed Facilities

- Recreation Station
 - Fitness Center
 - Game Room
 - Water Park & Pools TBD
- Phase 3 Pool TBD
- Playgrounds
- All playgrounds will be closed and roped off to prevent the possible spread of the Coronavirus
- Ropes Course

Open Facilities

- Mini-golf, Pickle Ball, Shuffleboard, Tennis
 - You must bring your own equipment for open facilities
- Basketball – No games unless following social distancing requirements
 - Horse, Pig, etc.

Memorial Service

Memorial Weekend is always an exciting time of welcome and homecoming for park members. Every year on Memorial Day, we offer a beautiful Memorial Service, dedicated to all who have served this great nation. The event is held annually at the Sandy Pines Veteran’s Memorial at 9:30 am on Memorial Day. All Sandy Pines Veterans are encouraged to attend and to walk down the Memorial Walkway together at the start of the program. We also read the names of Sandy Pines Veterans to honor them for their service. We don’t automatically read every name on the Walk of Honor. If you’d like to submit a name to be read at the service, please email kathy@sandypines.com with the name, rank, branch of service, years served, and any accolades if appropriate. Volunteers are always welcome to help with the service, maintain the Veteran’s Memorial, and help with ongoing ordering and placement of Walk of Honor bricks. If you’re interested in lending a hand, please email kathy@sandypines.com.

We’ll be reviewing our plan for Memorial Weekend events on May 9th and will let you know if public events including the Memorial Service are on, cancelled or rescheduled due to social distancing restrictions. Special thanks to each and every one of our Veterans and their families. God Bless America!

Boaters Safety

Boater’s safety certificates are required for persons 12-15 years of age who wish to operate a motorboat in Michigan. Our annual free Boater’s Safety Class is scheduled for Saturday, June 20. While all current Boaters Safety Classes are on hold due to COVID-19, online boater’s safety classes are available at www.boat-ed.com. Visit Michigan.gov for more information on boating safety classes and boating safety certificates.

••••



BULLPEN STORAGE

Spots Available

13 x 30 Spaces		13 x 35 Spaces	
\$320	Annually	\$350	Annually
\$85	Quarterly	\$95	Quarterly
\$30	Monthly	\$35	Monthly
\$5	Daily	\$5	Daily

Keep your extras safe inside the park! Contact Member Service to make a reservation.



SandyPines.com/BullpenStorage

SALES & CAMPING NEWS

Sales Manager: Mary Applehof
mapplehof@sandypines.com

Camping Manager: Kathy Brott
kathy@sandypines.com

May 4, 2020

- Staff returns to the office
 - Sales, Listings and Showings to follow State of Michigan Realtor guidelines and recommendations
 - Office hours 8am-4pm
 - Office open to Members limited to 10am – 2pm
 - By appointment only
- Members must wear face mask

- to enter the office; no mask – no entrance
- Seasonal Sites accepted and able to access the park
- Cabin and camp site reservations are cancelled through May 31, 2020

June 15, 2020

- Cabin and camp site reservations / entrance resume

Department Standards

- Implement Social Distancing Tactics.
- 6 ft. Social Distancing requirements
- Plexiglass barriers/windows installed at counter area
- Staff to clean individual workstations at

- mid-day and end of each day
 1. Sales carts and equipment to be disinfected after each use
 2. Recommend at mid-day and end of day
 3. Includes Plexiglass windows/ keyboards/desks/phones/etc.
- Transactions via web access and online
- Explore virtual tours vs. in person showings of multiple sites

Now Hiring

We're looking for a part time campsite fire pit cleaner. Duties including cleaning campsite fire pits of ash and debris. If interested, please contact kathy@sandypines.com

•••

SECURITY NEWS

BY KEITH GARVELINK keith@sandypines.com

Department Standards

- Implement Social Distancing Tactics
- PSO Staffed 24 hours, 7 days per week to protect, monitor and respond to emergencies
- PSO office doors closed except for emergency situations
 - Requesting by appointment only; 1 member at a time
 - Transactions via web access and online
 - PSO transactions via debit/ credit card; no cash, checks or hand transaction
 - Members must wear face mask to enter the office; no mask – no entrance
 - Non-Employees not allowed in station
 - 6 ft. queuing area in lobby and outside station for waiting members
- Plexiglass barriers/windows installed at counter area
- Staff to clean individual workstations at the end of each day
 - Recommend cleaning at mid-day and end of each day

- Includes Plexiglass windows/ keyboards/desks/phones/etc.
- Record and monitor PSO staff temperatures at beginning of each shift
- Postponing Golf Cart License Plate registration and installation process to June 1, 2020

Gates & Entry Procedures

All gates remain closed; entrance is through main gate only.

- Main Gate and Phase 3 Entrance only – PSO to confirm count and household

March Statistics

In March of 2020, Security Services responded to a total of 48 incidents. The call types appear below.

Alarm:	1
General Assistance calls:	4
Health and Safety:	9
Lost/Found Property:	6
Open Door:	21
Rule Violation:	2
Sex Offender Investigation:	1
Suspicious Incident:	2
Unauthorized Dumping:	2

Continued on Page 16

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Security News / Continued From Page 15

Security Services also wishes to advise Members that our staff remains on duty during this time of crisis, conducting proactive patrols and responding to both routine and emergency calls.

April Storms

There were several substantial weather systems which came through the Park in April. After each event patrol staff checked all areas and were happy to find no substantial damage to Park or Member property.

Thank You

The Sandy Pines Public Safety Team wishes to thank our partners at the Allegan County Sheriff's Office for furnishing us with much needed hand sanitizer and Personal Protective Equipment. We'd also like to extend heartfelt thanks to Jason Post of Wise Men Distillery and Associate Member Jon Ludwick for supplying us with disinfectant products.



Security Services also wishes to extend thanks to Member Diane Veltema for providing staff with protective masks. Thank you, Diane!

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MYTOWN ACE HARDWARE DORR

In April we welcomed MyTown Ace Hardware in Dorr on as a new community partner. Unfortunately, at the time the Coronavirus Pandemic was unfolding in Michigan and everything went on lock down. As an essential service, MyTown Ace was able to remain open to serve and support those in our community. MyTown Ace remains open and has adjusted their normal hours slightly due to the pandemic. They are currently open Monday-Friday from 8 am-6 pm and Sunday from 10 am-5pm.

While the friendly folks at Ace have been making deliveries to the park and helping our members for years, they just committed to a new partnership program and are now offering 10% off to all Sandy Pines Members, Associate Members, and Staff. This partnership will provide a new layer of value to our members while supporting a great local business. All you have

to do is show your Sandy Pines Membership or Employee Card at check out and you'll receive 10% off any normally priced merchandise. All the standard sale rules apply, such as you can't combine this with any other coupons, sales, or discounted merchandise. In order to receive the Sandy Pines Discount, you'll also need to be a member of the Ace Rewards Program.

MyTown Ace has everything you need for spring cleanup as you return to the park. They also offer online ordering with same day in-store pickup if the item is in stock. Free delivery is also available on most items over \$100 (\$50 if you are and Ace Rewards member), some restrictions do apply. MyTown Ace has beautiful hanging baskets from local growers, gardening supplies, and other things to keep Mom happy this Mother's Day.

....

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Monday-Saturday: 8 am - 8 pm
Sundays & Holidays: 9 am - 7 pm

Like all stores these last few months, Dick's receives about half of what we order each delivery. Some categories are getting better and I'm glad to say most of the time our Meat & Deli are fresh & full, especially Dick's Bratwurst!

Check out our Meat Dept.

www.dicksfoodmarket.com

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From beautiful hanging baskets to gardening supplies, we have what Mom needs for a colorful Mother's Day.

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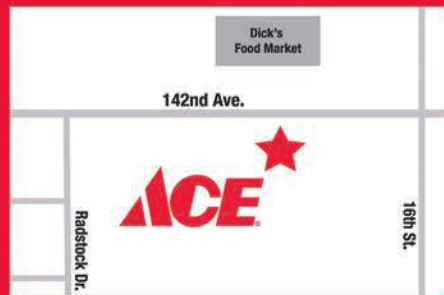
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50TH ANNIVERSARY NEWS

BY MARCIE PALMER marcie@championresources.biz

I don't think any of us could have guessed that at this time, or any time, we would be in the middle of a global pandemic causing closed businesses, cancelled events and stay home orders. Unprecedented has been the keyword describing the times, there is no better way to describe it. I hope you have been able to find some comfort and compassion for yourselves and for all who are struggling through these difficult times.

As you can imagine there have been shifting priorities the past several weeks and although the 50th Anniversary planning is important it is certainly trumped by the many other issues that the pandemic has brought to the Sandy Pines community.

We do continue to welcome volunteers for the planning committees. Visit the Volunteer Page to sign up to help out at sandypines.com/volunteer. Volunteers of all ages are encouraged to join the committees. The volunteer meeting dates have been set and can be found on the Sandy Pines Online Event Calendar. Whether the park can be open or not we will hold our first planning committee meetings on Friday, June 19 and Saturday, June 20th. Check the calendar for details. If we aren't able to meet in person, we'll use the tools needed to hold a virtual meeting. In this article you are getting the first look at the 50th anniversary logo that will be a marker for many 50th anniversary communications, activities and mementos.

If you haven't seen the special events planned for the commemorative year you can find them in the February Update on the 50th Anniversary Web Page. All these events originated from ideas submitted by members, once again thank you to all who contributed! Dates for the signature events are being confirmed and will be announced as soon as available.


Keep posting your photos and videos to the online albums. We've enjoyed reviewing them and will look forward to using as many as we can for anniversary celebration and other places too! We're especially wanting to get our hands on some vintage photos if you've got any to share, that would be great. Links to the shared photo and video albums are on the 50th Anniversary Web Page.

If you have any questions about these signature events, sponsorship or volunteering, please feel free to contact me at marcie@championresources.biz. For ongoing updates, visit our 50th Anniversary Page at sandypines.com/50thanniversary.

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CHAPEL NEWS

BY DAVE & BEV VAN NOORD SandyPinesChapel.com

A summer like no other!! After all my years working with the chapel here at Sandy Pines, I have never even dreamed of anything like what we are about to face. The one thing I know is that our God is in control and yes will use the challenges of this summer to touch lives. Flexibility will be a very important word this summer. We will adjust our plans and schedules as we go. We are committed to safety and health. And so our schedule begins to change:

May 10 and May 17 worship services are cancelled. On May 23, we will have our worship service streamed online as well as broadcast on our local Sandy Pines' TV.

In a few weeks, we will look at June - always following the guidelines of our state as well as the guidelines of our park. We will do our best to keep you informed. We will also let you know as soon as we officially cancel any concert. We are working with the Sandy Pines office and

Josh will keep you updated in the weekly park schedules. Also stay informed with our web sites: sandypineschapel.com and the Sandy Pines Lakeside Chapel Facebook page. I have a feeling this will be an unforgettable and historical summer. I also believe in my heart that we will have new opportunities to share God's love and the gospel message like we never have before. Blessings and greetings to you all. Keep the Faith!!

....

JUST YOUR STYLE SALON NEWS

BY KENDRA TENYCK KendraTenyck@att.net

Contact

Phone: 616.669-6788

Email: KendraTenyck@att.net

As of the executive order of the Governor, I am not sure when I will be released to come back and open the salon. As soon as I know I plan to open A.S.A.P. So either on Thursday, Friday or Saturday. I am hoping for May, but could be June or later. I am so sorry and miss you all terribly. If you have questions please call me at my home Salon 616-889-5108 and I will help you anyway I can.

salon at a time if needed. I will use a fresh cape between clients, I will clean, sanitize work station, shampoo bowl and door handles between every client. I do not and legally can not reuse combs, brushes, towels, any processing caps etc. All comb, brushes, clips etc. all need to be sanitized. I wash towels, caps and aprons daily. I use Clorox clean up bleach to clean and sanitize all surfaces, door handles, bathrooms etc. I also sweep and put hair in trash after every use.

....

The following are the safety precautions I will be taking: I will only allow one person in the

DAIRY DIP NEWS

BY JIM WARNER jcwarner@hotmail.com

The Dairy Dip will be opening for the season on Friday May 1 from 4:00-9:00 pm. We'll also be open Saturday and Sunday from 12:00 – 9:00 pm. We'll be open Fridays from 4:00 to 9:00 pm and Saturday & Sundays from 12:00 to 9:00 pm through May. We'll open weekdays starting Monday, May 18 from 4:00 to 9:00 pm leading up to the Memorial Day Weekend.

Please be patient, we will be limited to serving through one set of takeout windows. Of course, let's practice social distancing. The world has changed, but hey, we can still get an ice cream and enjoy the atmosphere of Sandy Pines.

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Saturdays 10am-6pm

Phase 1 Softball Field
Phase 4 Ropes Course

*Credit Cards & Checks Only,
no cash. Please practice
social distancing while in line.*

Schwans.com





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2020 Calendars



JULY						
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

2020 CALENDAR OF EVENTS	
APRIL 10	MEMBER SERVICE TRAINING
APRIL 11	MEMBER SERVICE TRAINING
APRIL 12	MEMBER SERVICE TRAINING
APRIL 13	MEMBER SERVICE TRAINING
APRIL 14	MEMBER SERVICE TRAINING
APRIL 15	MEMBER SERVICE TRAINING
APRIL 16	MEMBER SERVICE TRAINING
APRIL 17	MEMBER SERVICE TRAINING
APRIL 18	MEMBER SERVICE TRAINING
APRIL 19	MEMBER SERVICE TRAINING
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APRIL 27	MEMBER SERVICE TRAINING
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APRIL 29	MEMBER SERVICE TRAINING
APRIL 30	MEMBER SERVICE TRAINING
MAY 1	MEMBER SERVICE TRAINING
MAY 2	MEMBER SERVICE TRAINING
MAY 3	MEMBER SERVICE TRAINING
MAY 4	MEMBER SERVICE TRAINING
MAY 5	MEMBER SERVICE TRAINING
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2020 CALENDAR OF EVENTS	
APRIL 10	MEMBER SERVICE TRAINING
APRIL 11	MEMBER SERVICE TRAINING
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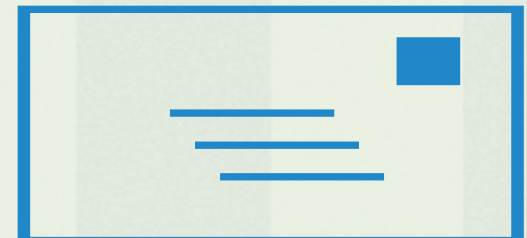


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