

# DRAFT

SunLand Owners Association  
Board of Directors Meeting  
June 21, 2016

The meeting was called to order by Randy Skoglund, President, at 9:07 a.m.

In attendance were: Fred Smith  
Jennifer Sweeney  
Steve Loska  
Tom Merrill  
Ken Larson  
Phil Merlin  
Frank Shimek

Excused: Bobbie Piety

Guests in attendance: Toni Tobin, Lloyd Taylor, Greg and Helen MacDonald, and accountant Duane Wolfe.

15-minute Public Comment Period:

Greg MacDonald stated that he needed deadline dates for the newsletter. He also gave kudos to Fred Smith for a job well done with pool repairs.

Lloyd Taylor brought up the subject of cell phones once again.

The minutes of the May meeting were approved with minor corrections.

## PRESIDENT'S REPORT

Mr. Skoglund questioned Celeste about the monies that SLOA was collecting for the Water District. Celeste assured the Board that all funds that SLOA has collected in the past have been paid out to The District. Mr. Wolfe then answered several questions about the past collections. He stated that the legal issue of collecting funds is not SLOA's but that of the Water District comingling public funds. Mr. Wolfe stated that he was glad the two entities are splitting. The notes to the financial statements have disclosed the discrepancy for years.

A person was brought in to analyze office procedures and publicized the findings even though the Board has already implemented some of the procedures that were noted.

The customer balances, as they pertain to utility services, need to be removed from the SLOA records. Each account will have to be credited to reverse the entries. Mr. Wolfe suggested that, if someone were to perform this task without interruption, it could take 12-14 hours.

Mr. Skoglund suggested that his wife, Linda, was an accountant for years and has volunteered to help with this task. He asked for a motion to allow Linda to make the adjustments, and Treasurer Jennifer Sweeney will review them. The motion was made by Mr. Merlin, seconded by Mr. Merrill, and was approved 7-0 with one abstention.

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## TREASURER'S REPORT

Mrs. Sweeney mentioned that Publications was over budget for this time of year. An extra mailing was printed and mailed by the UPS store, who has not done the newsletter. Mr. Smith stated that he would take copies to three or four printing companies to get estimates on the August Bulletin, which is one of the largest mailings. Articles must be received by July 10<sup>th</sup>. The Board will approve the budget at a special meeting on July 13<sup>th</sup>. Celeste stated that the Bulletin is considered a legal document and must be mailed first class. The absentee ballot will be included and time must be allowed for its return to SLOA prior to the Annual Meeting.

Mrs. Sweeney then presented to Board members draft copies of each cost center's estimated 2017 budget. She noted that expenses for RV Storage were lowered. Mr. Wolfe stated that yes, SLOA can be taxed on income from the facility depending on whether there were unrelated expenses involved. Professional fees are higher than anticipated for 2016.

## OFFICE MANAGER'S REPORT

Celeste apologized for missing some time recently and falling behind with the office work.

## COMMITTEE REPORTS

Architectural: Mr. Merrill made a motion to fine a homeowner who was denied permission to remove a tree and did it anyway. The fine for removal of the tree without approval is normally \$250.00. The Board agreed to double the fine because of the egregious act of defiance.

Another letter was received from the owner of a house on Horizon View that backs up to Taylor. She believes that SLOA cut trees on her property and stole the wood. The fact is that the greenbelt (planting strip) on Taylor was measured prior to the removal of hazard trees.

R.V. Storage: Mr. Larson distributed a draft of a revision to the rules, which states that stored vehicles must be currently licensed and operable. He plans to remove the broken railroad ties to open up room for large vehicles to maneuver, and find a contractor who can expand the 30 -amp electrical service.

Recreation: Mr. Smith reported that the pool opened on time and that the repairs were complete. There were several cost overruns due to broken tile, drains, and four spots on the bottom that were rotten. The fence will be painted or stained. Mr. Smith stated that there will be a charge for exercise classes this year, and possibly a use pass put into effect next year.

Security & Roads: Mr. Merlin stated that the roads on (East) Hilltop and Fairway Drive had been repaired. The road study at Sequim -Dungeness and Woodcock Road was complete. There was an accident at this intersection recently, where a youth driver failed to stop at the stop sign. The Board voted to press the county for a lowered speed limit on Sequim-Dungeness.

He will request reflectors on Taylor Blvd. near Emerald Drive to delineate the ditch. An electric speed sign on Taylor would cost about \$6,000, \$1,500 of which would be for PUD to put in a meter.

Mr. Skoglund noted that the county's plan is to pave the cul-de-sacs next year.

Landscaping: Mr. Shimek has solved some landscaping issues that existed on SunLand Drive and Horizon View Drive. He asked about a satellite dish in the greenbelt near SunLand Drive that was approved by the Board a few years ago. The owner is paying a yearly fee for its use.

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Greenbelts and Vacant Lots: Mr. Loska has had the greenbelt between Sunset Place and Leslie Lane cleaned up. He has noted several possible fire hazards. He proposed that SLOA should define what a vacant lot should look like. He will contact the fire commissioner for assistance.

Rental Coordinator: An email from Ms. Piety will be appended to the official minutes.

## **OLD BUSINESS:**

Mr. Merlin suggested that notice of meetings could be delivered via "Let's Communicate." The issue was tabled until the July meeting.

## **NEW BUSINESS:**

Mr. Smith made a motion to accept Blue Mountain Property Management for doing SLOA financials beginning in August. The Board voted 6-0 in favor, with one abstention.

Mr. Smith reported that a meet-and-greet Burger night would be held July 7<sup>th</sup>. A bartender will be on duty.

An informational meeting with Blue Mountain Property Management will be scheduled for the 3<sup>rd</sup> week in July.

Mrs. Sweeney stated that a full audit would run about \$3,500. Mr. Skoglund stated that the Bylaws will be changed to allow the Board to have a full audit every five years.

The meeting adjourned at 12:30 p.m.