

SUNLAND BOARD OF DIRECTOR'S  
MEETING

Date: July 18, 2022

Location: Gathering Place, 135 Fairway Drive Sequim

Time: 3:00 pm

Board Members Present:

David Walp, John Wallace, Joe Rees, Mike Mullikin, Michael Phillips, Jeff Norberg,  
John Hammond, Bob Eichhorn,

Members Excused:

Cyndi Carpine

**Comment**

Three owner comments.

**Motion to approve June 20, 2022 BOD meeting minutes.**

**Motion made by J. Rees, M. Mullikin seconds. Approved by all members present.**

**Committee Reports:**

President's Report: David Walp

- 2023 Budget planning ongoing
- Non-site visit Reserve Study completed and distributed to BOD for review
- Insurance coverage review ongoing
- Preparations for Annual meeting and ballot mailing ongoing

Vice President: John Wallace

- Ongoing training/observation sessions with SLOA office.

Treasurer Report: Joe Rees

- Revenues at 95.6% of budget
- Operating expenses 49.5%
- Budget finalized and presented to the Board for review

Architecture Report: Mike Mullikin

- Since last report 15 Architectural Requests submitted, 13 approved, one pending, one withdrawn.
- 121 Sunrise – Owner has arranged to have the cedar tree that is compromising water/sewer lines removed by August 7<sup>th</sup>.
- 117 Madigan Rd (vacant lot) – Owner at 111 Madigan Rd. has purchased the adjacent lot. Buyer will submit proper form for tree removal once escrow closes.
- 103 Prater (vacant lot) – Building plans and deposit have been submitted and

- approved.
- 110 Discovery Bay Ct. – If Armstrong Builders does not return the adjacent greenspace to pre-construction condition as agreed, SLOA will use their \$500.00 building deposit to repair greenspace. Effective June 30, 2022
- Installed wi-fi security cameras at pool. Wi-fi connection forthcoming.

#### Landscape Report: Michael Philips

- 104 Madigan – Owner deceased. No response from Leonard estate. Continuing to research contact information.
- 207 Fairway Dr. – Vacant home, owner deceased. Clean up is ongoing, per daughter.
- 109 Southwestern – Letter will be sent
- 184 San Juan – Vacant lot. Spoke with owner who has arranged to have a yard service take care of the lot. Confirmed with company that maintenance is scheduled.
- 102 Horizon View- Weeds and grass have been weed whacked.
- 139 Horizon View – Will be coordinating with various committees regarding current violations/System of Fines
- 159 Horizon View – Overgrown lot. Has been weed whacked. Will need maintenance.
- 102 Ascot – Fine letter will be issued. Long history of landscape neglect.
- 132 San Juan – Overgrown with weeds. Shrubbery has been trimmed. Will contact owner.
- Kelsey Court – Has been cleaned up as requested. Will need ongoing maintenance.
- 151 Hurricane Ridge – Spoke with owner. Shared landscape contact list as well as arranging for two companies to provide bids that will be submitted to SLOA and shared with owner. If owner does not arrange for cleanup, SLOA will order the work done and bill the owner.
- 290 Taylor – Owner requested SLOA identify if there is fire danger or trees of concern. Will meet with owner and suggest she contact the Fire Dept. for assessment as well as an arborist for tree health concerns

#### Recreation Report: Cyndi Carpine

- Absent

#### Green Belts Report: Bob Eichhorn

- French drains and drain rockery in Lot #208 - bid has been approved. Project will occur in August.
- Foursome parking lot – Striping bid has been approved. Work to occur in August.
- Greenbelt entrances – Due to unauthorized vehicle access the bollards at each greenbelt entrance will be improved or replaced. All will be secured with locks and posted “No Motorized Vehicles”.
- Further plans include delineating the greenbelts from adjacent properties.
- Entrance at Taylor will receive new decorative bark as well as needed plant replacement.

## Roads and Safety Report: Jeff Norberg

- Solar surveillance camera arrived and will be installed by the end of July
- 891 Medsker – Continue to receive numerous reports of suspicious behavior. The initial certified letter notifying owner of fines was returned unclaimed. A duplicate letter was left on the doorstep, by Safety and witnessed by SLOA staff. Plan to schedule a sheriff to accompany a second in person delivery.

## RV Report: John Hammond

- 96.2 % Occupancy. 7 vacant spaces, no waiting list.
- New gate is working with minor incident.
- A test trail Camera has been installed at the lot gate.
- The weeds in the lot will be mechanically removed by July 28<sup>th</sup> followed by the application of an organic citrus-based herbicide.
- Septic tank has been pumped.
- Audited electric/nonelectric assigned spaces. Two discrepancies noted and corrected as needed.
- Plan to further explore security options as well as the possibility of converting a portion of non-electric spaces to electric.

### **Old Business:**

- 2023 Budget Proposal (J. Rees)
  - Expenditures to the SLOA budget are projected to increase \$40,234.00
  - Association members can expect to see an annual dues increase of less than 16%

Further input from committee chairs is requested. Budget will be presented and approved at the August BOD meeting. Supporting documents will be provided in the election packet set to be sent USPS in mid-August.

### **New Business**

- Credit Card Payment Processing (J. Rees)
  - Extensive research undertaken. After careful consideration the services and reputation provided by Clover have been determined as best suited for SLOA's needs. This will provide a convenient option for owner bill pay.

**Motion to approve Clover by Fiserv as Sunland's credit/debit card merchant service provider. J. Rees is authorized to sign application for service to be initiated as stated. Motion made by J. Rees, second by J. Hammond. 7 in favor, 1 abstained.**

- Annual Meeting requirements/deadlines (D. Walp)
  - August 8<sup>th</sup> - deadline for all submissions to the 2022 election packet. The SLOA office will electronically

distribute the packet to the Board no later than August 12<sup>th</sup>.  
Packet approval will take place at the August 15<sup>th</sup> meeting

### **EXECUTIVE SESSION**

- Personnel issues.
- Fines

Motion to proceed with assessing fines as discussed in executive session.

Motion made by B. Eichhorn, second by John Hammond. Approved by all present.

Motion to adjourn July 18, 2022, BOD Meeting.

Motion made by J. Norberg. Second by M. Phillips. Approved by all members present.