

**Sunland Condo Owners' Association Division 7 Board of Directors Meeting  
May 9, 2025 - 10:00 AM, Gathering Place**

**Certification of Quorum:** In person attendance - Rob Baer, Katie Venator, Carol Stults, and Sharlene Busch. Owners attending - Mike Mowatt (Finance Committee), Suzanne Rowe and Joe Henline.

**Call to Order:** President Rob Baer called the meeting to order and thanked everyone for changing the date of the May meeting.

**Secretary's Report:** Sharlene made a motion to approve the April 17 Board meeting minutes. Carol seconded the motion, all Board members in attendance voted to approve and the motion passed.

**Treasurer and Finance/Audit Committee: Account Balance Report**

<u>ACCOUNT Balances as of</u>	<u>5/13/2025</u>	
<b>Sound Bank</b>	<b>Balances</b>	<b>Totals</b>
Checking account 0085	\$ 135,493	
Less uncleared checks	\$ -	
CHK 5338 - CAU	\$ (5,091)	
Squeaky Clean monthly	\$ (4,500)	
Bell & Bell - monthly (offset \$200 in income from resale Certificate)	\$ (800)	
Pending deposits after 4/30/2025`		
Pending checks/transfers	\$ -	
NW Gutter Pros - work at 119 and 125 scheduled)	\$ (310)	
TLC Painting bid accepted/approved 138/140	\$ (10,890)	
Tsfr from cking to roof reserves - 1st qtr	\$ (10,617.50)	
<b>Total Checking account</b>		<b>\$ 103,285</b>
Emergency Reserve - MMT 3402	\$ 8,167	
Emergency Reserve CD - 5413	\$ 25,287	<b>\$ 33,454</b>
<b>Total Comp Roof Reserve</b>		
Comp Roof Reserve - CD 6458 matures 3/25/25 not renewed - balance dep into 7721 MMKT	\$ -	
Comp Roof Reserve - CD 7985	\$ 40,459	
Comp Roof Reserve - MMKT 7721	\$ 73,599	
Pending tsfr - 1st qtr comp roof reserve income	\$ 9,742.50	
<b>Total Comp Roof Reserve</b>		<b>\$ 123,801</b>
<b>Total Acct Balances - Sound Bank</b>		<b>\$ 260,539</b>
<b>Kitsap Bank</b>	<b>Balances</b>	<b>Totals</b>
Tile Roof CD 5129 - exp 1/25/29	\$ 78,991	
Tile Roof CD 5131 - exp 11/25/2025	\$ 12,842	
Tile Roof MMKT 5119	\$ 11,069	
Pending tsfr - 1st qtr tile roof reserve income	\$ 875	
<b>Total Tile Roof Reserve</b>		<b>\$ 103,776</b>
Road CD 5128 exo 10/25/2025	\$ 47,352	
Road CD 5132 exp 2/25/2026	\$ 10,682	
Road MMKT 5118	\$ 8,672	
<b>Total Road Reserve</b>		<b>\$ 66,705</b>
<b>Total Acct Balances - Kitsap Bank</b>		<b>\$ 170,481</b>
<b>Total - ALL Reserve Accounts</b>		<b>\$ 327,736</b>
<b>Total - All Oper and Reserve Accounts</b>		<b>\$ 431,021</b>

Carol reported that there is a total of \$327,736 in Reserves. **Carol made a motion to transfer \$10,617.50 in first quarter funds to reserve accounts, split \$875 to the tile roof reserve and \$9,742.50 to the comp roof reserve. Katie seconded the motion, and the motion was approved.**

**EXPENDITURES 05/13/2025**

<b>Check payment tracking</b>		3/20/2025 - 5/12/2025	
<b>Date</b>	<b>Payee</b>	<b>Amount</b>	<b>Category</b>
5/1/2025	CAU - <monthly pymt	\$ 5,091.00	7050 Insurance
4/28/2025	RC Home Repair LLC	\$ 5,445.00	5125 Fence/walls - 117C
4/28/2025	Rob Carey	\$ 5,607.23	5120 Decks - 117C
4/24/2025	Bell & Bell	\$ 800.00	7020 BKPing offset \$200 with income from Resale Cert
4/22/2025	CAU - Commercial Umbrella Li	\$ 3,341.00	7050 Insurance
4/21/2025	Squeaky Clean Services	\$ 300.00	5320
	<b>Total expenses &amp; Tsfrs</b>	<b>\$ 20,584.23</b>	
	3/20/2025 - 5/12/2025		

Payments for insurance will be \$5,091 a month through the end of the year. Carol is awaiting word from the auditors on the annual audit for discussion at the July meeting.

Income from the second quarter is coming in. A new contractor is Cris Diaz, an LLC construction company. We will be trying him on small jobs, and he does come highly recommended.

**Landscape Report:** Katie says that the irrigation is now on and there have been a few things that have been repaired. Discussion followed regarding 142A and the reclamation overview. The area was very overgrown as for some time it had not been maintained. Mr. Henline has provided funds and spent many hours repairing the area. When the plan is completed, the maintenance will be the responsibility of the HOA. Katie is looking for contractors to do a lot of the dead plant removal.

**Katie made a motion to accept the plan for 142A, Carol seconded the motion and it was approved.** Rob thanked Katie and Joe for getting this plan together. Rob also advises of the need to remove a tree near 163. It is an unhealthy tree and Katie will handle coordination of removing the tree. No board action is necessary.

**Maintenance Report: Repair** of 117C has been the largest repair of the year. Rob Carey, the contractor, did an excellent job. The total for the project was approximately \$11,000.

Carol and Rob met with the new contractor, Cris Diaz from Coastside Contracting, and he has completed some power washing and painting. Northwest Gutters will be doing work on gutters next week. We are installing downspouts with a trap; an example of the trap can be seen at 125C.

Rob states that we are looking at residents volunteering to do an inspection of various units. Carol suggests we need to establish priorities and schedule a meeting to discuss.

Carol explained the packets that were passed out regarding roof bids for 126 and 156 and suggested all read through them. A portion of the expenses for 126 will be for gutter conversion and come out of the operations budget. There will be no roofing started until after July 25 to allow the CD to mature to collect as much interest as possible. The priority is probably 126 because of the risk of the embedded gutters failing. The board will have a working meeting before making final decisions. Mike advised that for whichever contractor is awarded the contract, that a specific time for completion be included in the paperwork. Discussion held on the reason that the bid from Tristate Roofing is substantially more.

Rob stated that Joe Henline is willing to take on some maintenance projects. Joe has extensive experience dealing with large institutions and care of building projects.

**Communications Committee/Newsletter:** Carol will put out the next newsletter on Monday, June 16.

**SLOA Report:** No report.

**Welcoming & Social Committee:** Nancy Baer will be visiting new residents when she returns from vacation.

**Governing Documents:** No report.

**Nominating Committee:** No report.

**New Business:** Rob indicates Divisions 11 and 17 having been working together with Division 7 and swapping information. The past few years Diana Kasper has presented information to Sunland residents about the relationship of homeowner insurance versus CAU insurance. All three divisions have signed contracts for 2025-2026 and have seen a six to seven percent increase in rates.

There is an upcoming garage sale at 125D, and more information will be coming out. Friends and neighbors are invited to the sale on May 22, 10 a.m. to 2 p.m. A sale open to the public will be held the following weekend. David McGinnis volunteered to handle parking coordination for the sale.

**Next Meeting:** June 19, 2025, 3:30 p.m. at the Gathering Place.

**Adjournment:** Meeting adjournment at 10:45 a.m.

**Other Board Actions:**

**By email on May 14, Carol Stultz made a motion to approve an Owner Project to mount a Starlink satellite interface on the northwest corner of the 140 building, attached to the fascia board. The motion was seconded and passed unanimously.**

**CONDO OWNERS ASSOCIATION Division 7 Board of Directors**

Submitted and signed: Sharlene Busch  
Secretary, Board of Directors