

SUN RANCH OWNERS ASSOCIATION

Regular Board of Directors Meeting

MINUTES — DRAFT

Meeting Date: August 8, 2026
Start Time: 9:34 AM
Location: Sun Ranch Headquarters

Call to Order

The meeting was called to order by the Board President.

Roll Call

Board Members Present: Jeff Thompson, Tina Dennis, Brad Hillman, and Cheri Goffin (by telephone). **Excused:** Todd Norris

Members Present: Gay Seydlitz, Dave Dennis, Gretchen Thompson, Nancy Wadlington (Spears), Bob and Tami Windrick, Kirk L., Scott Connors, Tom Lee, Robert Proctor, S.L.S., and Andy Jones.

Approval of Minutes

The Board reviewed the minutes of the July 11, 2026 board meeting.

Motion: Jeff moved to approve the July 11, 2026 minutes as presented. Tina seconded. Motion carried 4:0.

President's Report

Jeff thanked the Board for its work over the past month and reported on the following:

- Formal job descriptions and a code of conduct have been completed for the Board.
- The Board met with schoolhouse stakeholders (see School House update below).
- Community survey results are complete and will be reviewed later in the meeting.
- The gate installation policy and procedure has been finalized.
- The shower house pony wall was lowered to improve camera visibility, and a new camera was installed at Cape LaBelle near the trash enclosure.
- The Board intends to develop a master plan for road work and easement maintenance with fire safety in mind.
- CC&R violations have gone unaddressed under prior boards; the Board plans to take up enforcement in the coming term.
- The Board is reviewing dues options. While the Board has authority to raise dues by vote, Jeff recommended bringing any change to the membership at the Annual Meeting for a vote by the membership.
- Work on the Squirrel Road matter is ongoing (see Old Business).
- Policies and procedures for electronic dues payment and for Zoom board meetings are in development.
- A no-trespass order was served to one individual. There is one outstanding no-trespass order that needs to be served as the deputy has time, and the individual is elusive.
- The Board followed up on several member inquiries, including prospective-buyer questions and a request from one owner to opt out of membership.

Treasurer's Report

Tina presented the financial report for review and approval.

- July dues income totaled \$2,660; July expenses totaled \$2,557.
- Shower house cleaning and repair expenses for the month were \$545.
- Outstanding dues across the membership total approximately \$27,000.

Nancy suggested that the Board post the monthly budget or financial report for members. In discussion of unpaid dues, Tina noted that late fees cannot be assessed until October 15 under current policy; reminder emails have had limited effect, and she welcomed suggestions for a more effective approach. A member asked whether the shower house lock system would remain unchanged; Tina indicated this would be addressed later in the meeting.

Motion: Tina moved to approve the Treasurer's Report. Jeff seconded. Motion carried 4:0.

Old Business

Squirrel Road Update

The Board reviewed newly discovered information from the 2025 Annual Meeting concerning the motion to block access to Squirrel Road, along with considerations regarding legal counsel review and liability management.

Jeff reviewed the history of the 2025 annual meeting motion to close Squirrel Road and noted concerns about restricting emergency vehicle access. He reported having driven the Blue Meadow Road alternate route on a side-by-side, which took approximately 25 minutes — confirming it is not currently a feasible route. Having gathered the relevant information, the Board will refer the matter to legal counsel for a formal opinion. The 2025 motion remains in effect but is being stayed pending that review, to avoid exposing the Association to liability. Jeff noted that the non-member users of Squirrel Road potentially have a prescriptive easement based on over 10 years of usage. This could also mean that they may be required to help with road maintenance but we need an official legal opinion on this. Once counsel's opinion is received, the Board intends to call a special membership meeting, present all the information at the meeting, and let the membership decide how they want to handle the current motion that is on the floor.

Andy Jones asked whether the Board retained documentation showing that the non-member residents beyond Sun Ranch had met with the Board on multiple occasions, submitted documentation, and committed to sharing in road maintenance costs. Jeff confirmed that correspondence on record includes threats to block the road, which he believes may have escalated tensions; the Board's goal is to meet with that group directly to hopefully resolve the matter. Andy noted it was unusual that the issue continues to resurface. Tina added that although the non-member group previously attended a meeting and stated a willingness to help with maintenance, no maintenance work has since been performed, and no motion binding them to do so exists outside of the annual meeting record. Jeff reiterated that the Board's approach going forward will prioritize documentation of all commitments. A member asked about the location of Squirrel Road; it was confirmed to be off Cape LaBelle.

Shower House Update

The Board reviewed progress on locks, lighting, cameras, and recent trespassing incidents.

As noted in the President's Report, the pony wall was lowered to improve camera visibility and security. The Board is obtaining an additional quote for a new lock system, currently evaluating a PIN-based system in which each user is responsible for their assigned code; a PIN can be deactivated individually if misuse or vandalism occurs. Brad noted the current value of the shower house with the given the volume of members who rely on shower house water access, and asked that members help keep the facility clean. Brad also raised the possibility of a PIN system for the entry gate, noting the Association has been unable to reach its locksmith for additional keys; any gate system change would be brought to a membership vote.

As of the meeting date, one shower remains locked while the second is operational. In response to member questions, Brad indicated PIN format details (e.g., using the last digits of a lot number) had not yet been determined. Members discussed the risk of PIN-sharing over time and confirmed that individual PINs allow the Board to track usage and deactivate specific codes as needed in cases of vandalism; the current key-card system (DUSAW) does not provide this tracking. Jeff reported that available lock options run approximately \$300 each, and that vendor research has been slow; one option under consideration provides door-status and usage tracking similar to systems used for short-term rental properties. Tina asked whether a locksmith would be responsible for ongoing system upkeep; Brad noted that a locksmith's role would likely be limited to physical maintenance. The Board agreed that combining an improved lock system with active no-trespass enforcement should help address unauthorized use. Members requested that a phone number be posted at the shower house for reporting damage or vandalism. One member reported recurring issues with his key card not locking or unlocking properly; Brad explained the deadbolt mechanism can be finicky but locks automatically when undisturbed. Work on the lock system is ongoing.

School House

Jeff reported on a recent meeting with schoolhouse stakeholders, clarifying that the space is used as a homeschool meeting location rather than a formal school. The Association's current agreement is with Merilee Remmen, a lot owner, and includes a hold-harmless provision; the agreement runs through January, at which point the Board will offer an extension through May. A vote on continued use of the headquarters building for this purpose will be brought to the membership at the Annual Meeting. A member commented favorably on the building's use, noting it has helped reduce vandalism.

Roads

Road work remains delayed due to dry weather conditions and is scheduled to resume in the fall. Although Todd was not present, the Board understands that Tony G. has agreed to perform road work; the project has not been forgotten but cannot proceed under current conditions.

Tina raised the topic of snowplow bids; Cheri reported that Joe has expressed interest, and Tina will send him a bid form. Members discussed the merits of retaining a single on-call contractor versus establishing a Roads Committee to solicit bids from multiple contractors and potentially assign zones to different contractors. Jeff noted that, relative to other areas in the county, Sun Ranch's roads are in reasonably good condition, and that the Board's road-related focus will also extend to easement maintenance, including hazard trees.

In response to a member question about trimming trees within 30 feet of his property, Jeff clarified that the easement extends 30 feet from the center of the road, and while there are requirements governing tree maintenance within easements, responsibility for trees on an owner's own property rests with that owner. A member noted three trees beneath a power line near Dinosaur Road; Jeff and Nancy indicated this is a PUD matter and would be handled by PUD if reported. Jeff added that when an owner declines to remove a hazard tree, the Board has authority to do so, though the Board's preference is to work cooperatively with owners.

Open Floor / Public Comment

Homeowner Forum

Nancy advised the Board that additional residents will be moving onto her property and will be using the shower house. She noted that a number of Sun Ranch members live on county roads with their own facilities and do not use Association amenities, and expressed concern about future dues increases, questioning whether it is equitable for owners who do not use Association roads to pay for their maintenance. Brad responded that lots within Sun Ranch remain subject to Association dues. Nancy noted that removing a lot from the Association is possible, and that Association bylaws could be revisited only through dissolution and reorganization. She does not object to the current dues amount, intends to submit her concerns in writing, and plans to consult an attorney before meeting further with the Board.

A member commented that the current \$137 assessment is reasonable but may become unaffordable if costs continue to rise, and asked whether the grass at headquarters would be cut. Jeff explained that the haying window was missed this

year due to dry conditions, changing of the board, calling it an oversight the Board will address going forward; Tina noted that grasshopper damage also affected the hay this season. The member reiterated concerns about fire safety, and Tina reviewed who has historically performed haying at the property.

Jeff discussed dues more broadly, noting that survey results indicate members want to keep dues affordable, that most members are on fixed incomes, and that a modest annual increase (e.g., 3%) would help dues keep pace with inflation. Any dues change would be presented to members as an option for a vote rather than imposed unilaterally by the board. Road maintenance remains the Association's largest expense. Jeff also noted that beginning in 2028, the Association will no longer be able to waive an audit once expenditures exceed \$50,000 (currently permitted); the Board will investigate the cost and process for an audit.

A member asked about using Sun Ranch headquarters as a safe zone during a fire. Nancy recalled that the Board opened the headquarters for evacuation and water access in 2015, and Kirk noted it was also opened for this purpose last year; Jeff indicated no objection to continuing this practice. Tom noted that members can also request an audit through their own CPA.

Action Items

Squirrel Road — Resolution 2026-01

The Board discussed and voted on formal Resolution 2026-01 to stay the 2025 Squirrel Road motion. Jeff explained that the resolution does not rescind the 2025 motion but formally freezes action on it pending a binding legal opinion, and that a resolution — unlike a motion — is a more formal instrument that sets out the Board's position in writing rather than leaving it implied.

Motion: Jeff moved to adopt Resolution 2026-01, staying the 2025 Squirrel Road motion. Tina seconded. Motion carried 4:0.

The Board also discussed the Star Barn cattle lease. The current lessee wishes to renew; the lease does not expire until December 1. Tina confirmed the lease requires nothing further of the Association — the lessee hays the common area and maintains fencing. The Board will revisit renewal at a later meeting.

New Business

Survey Results

Jeff reported that the recent community survey produced valuable feedback. The roads, keeping dues affordable, access to water, enforcing the CC&R's were identified as the membership's top priorities. Results are posted on the Association website, and additional surveys may be conducted in the future.

Board Direction for 2026–2027

The Board will use the survey results to help set strategic planning and goal-setting for the coming year.

Covenant Violations

Jeff introduced the concept of a "fresh start" approach to covenant enforcement, noting that violations have gone largely unenforced for years. He acknowledged that standards of property cleanliness can vary among members. The Board's goal is to form a Covenants Committee and establish an online complaint form; the Committee would investigate submitted complaints and bring findings to the Board for enforcement. This process will take time to develop and may be met with mixed reactions from the membership.

Gate Checklist Resolution and Approval Form/Fawn Road Issue

The Board discussed a standardized policy governing gate installation. Key points included: gates may not block access to common areas, federal or state lands; or where a gate would restrict access for members located beyond it, a notarized letter of consent from those members is required; 24-hour notice must be given prior to any road work; emergency

responders may cut or breach gates as needed; and unapproved gate installations will be subject to a fine. This policy applies only to main property access roads and does not apply to gates on driveways or within an owner's own property.

The Board also discussed the Lot 10 access issue on Fawn Road, where the owner currently lacks legal access due to the absence of a completed road. The Board has met with the owner of Lot 10. The Board is working with a neighboring lot owner to potentially grant access across their property as a lower-cost alternative to a formal road survey, and continues to work toward an affordable resolution.

Formation of Committees

Jeff proposed formally establishing committees for Roads/Easements, Special Projects, Social Events, and Covenants, and invited volunteers for the Roads/Easements Committee; no members present volunteered. He described the Roads/Easements Committee's role as identifying roads in need of work and easement issues (including hazard trees) for referral to the Board, and proposed setting up a sign-up form once the committees are formally established. In response to a member question, Jeff confirmed Todd currently oversees roads. Members also discussed power lines and easements; Jeff noted the Board lacks the time and budget to take this on directly, and members suggested PUD may perform some power line easement-related work at no cost.

Community Events

Tam provided an update on the upcoming cornhole event on the 22nd, asking members to RSVP so that food quantities can be estimated; the event is open to the whole valley, with lunch from 11:00 a.m. to 12:00 p.m. followed by the cornhole tournament at 12:00 p.m. Members are asked to bring a side dish.

In response to a budget question, Tina indicated the event is adequately funded and that the Board will seek donations to support this and future events. Nancy suggested that any donations collected beyond a set threshold could be directed to local fire victims. Tom offered to make a matching donation to support community events.

Signage

Jeff raised the idea of a members' work party to construct more professional signage/bulletin boards, similar to state park trailhead signage, potentially starting at headquarters as a central posting location for Association notices. If we like the kiosk idea, then we can look at putting them up at each entrance to Sun Ranch. The idea came about after pulling into the headquarters and seeing the gate area littered with different signage in different locations. We can certainly do better. Cheri asked about the status of no-trespassing signage; Jeff confirmed it has not yet been installed and that Brad is awaiting further input before proceeding.

Fire Safety

Andy thanked Jeff and the Board for the Association's proactive approach to fire preparedness. The Board and members discussed fire safety generally and the importance of keeping the community informed during active fire events. Jeff reiterated the Board's commitment to engaging and working on behalf of the full membership.

Adjournment

Next Meeting: September 19, 2026, at 9:30 AM

| *Motion: Jeff moved to adjourn. Brad seconded. Motion carried 4:0.*