SunLand Water District

Board of Commissioners

Meeting of August 18, 2026

MINUTES

Purpose: Regular Meeting

1. **Call to Order:** 9:00 am
   Attendees: Commissioners, Frank, Jubien and Lewis; District Manager Robert Whalen, Karen Shay and Judy Gamble.

2. **Minutes: It was M/S/P to approve the meeting minutes from July 21, 2026. Moved by J. Lewis and seconded by G. Jubien.**

3. **Public Comment Period:** N/A

4. **Financial Report:** The Board reviewed the current financial report presented by Karen Shay. As of the end of July, 86% of the district's budgeted 2026 water and sewer revenue has been received.

5. **Manager's Report:** The monthly District Manager's report will be appended to the official meeting minutes. Highlights include:

Water Reclamation Facility

- Willie & Rich have been working on replacing the gear box and the motor on the Raptor Micro Screen (head works Auger).

Water

- Nancy Weyel, resident of 107 Sunset Place, called to give a shout-out for Rocky. She said he has worked very hard to clean up the area around the Reservoir and it now looks very good and pleasing to the eye. She also said that they had an issue with water pressure and Rocky fixed that in about 20 minutes.
- Rocky replaced 2" irrigation meter at 143/153 Foursome Dr.
- Dave, our water apprentice passed his WDM 1(Water Distribution Manager) and his CCS (Cross Connection Specialist) exams.
- Repainted handicap parking spot and stripes at the office
- Fixed water leak at the District Office.
- Water loss for the month of July was 4%, up from 3% last month. Static level for July rest at 100.5 ft., down from 100 ft. last month, while the pumping level sits at 126.8 ft., down from 126 ft. last month.

- Added to the report:
  Rich has pressure washed and painted the privacy fence around upper reservoir. Robert stated it would be desirable for security reasons to have a chain link fence around SWD property. He was asked to get quotes on the cost of such a fence and to check with SLOA regarding putting up a fence in that location.

6. **Website Updates** – Gamble
   Judy reported that all mention of Scott Garner has been removed from the website.

7. **Old Business**
   a. Update of Resolution 134 "public Works & Purchasing" – Whalen & Shay

      Final corrections will be made to this Resolution and it will be brought back to the Board in September for approval.

   b. Update of Resolution 125 Cross Connection & Backflow Prevention Policy – Whalen & Gamble

      The Board will review the amendment to the policy and make suggestions as appropriate. Robert Whalen will make proposed changes to the Cross-Connection Questionnaire. In the meantime, Robert will contact the 5 townhome and condo HOA's to determine the persons who are responsible for managing the irrigation. The Resolution will be brought before the Board for approval at the next meeting

8. **New Business**
   a. Transfer of ownership of SWD Credit Card to Another Person – Karen Shay

      Due to the credit card company's combining Karen's personal business with our credit card and apparently there is no way to fix it. Karen wants to change the person on the account to someone else. It was decided that the credit card company will be informed that the cognizant person at the SWD will be Robert Whalen.

   b. Initial 2027 Budget Review – Karen Shay

      Karen's printouts of the 2027 budget were reviewed. There will be a separate meeting to discuss the 2027 budget in more depth.

9. **Request for Waiver of Late Charges and/or Alternate Payment Plans** – Judy Gamble
   Two accounts,1293 and 2525, requested a waiver of the late charge due to extenuating circumstances were submitted and approved by the Board.

10. **Checks and Vouchers** – The July payroll summary, a voucher and a transfer check were signed by the Commissioners.

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11. **EXECUTIVE SESSION** was called to review employee's salary per RCW 42.30.110.
    Regular meeting to resume at 10:30 a.m.

12. Regular meeting resumed at 10:30 a.m. No action to be taken as a result of the Executive Session.

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13. **Adjournment: It was M/S/P to adjourn the meeting at 10:35 a.m. (Moved by J. Lewis and seconded by G. Jubien.)**

NEXT REGULAR BOARD MEETING WILL BE HELD SEPTEMBER 15 , 2026, AT 9 AM.

Respectfully submitted,

Judy D. Gamble

Judy Gamble, Office Administrator

Approved 15 September 2026

Al Frank, President

John Lewis, Secretary

Gary Jubien, Commissioner