

**SUNRISE MASTER ASSOCIATION
MINUTES OF THE BOARD OF DIRECTORS MEETING
September 12, 2012**

BOARD OF DIRECTORS: Sloan Clack, Eric Corliss, Tony Sims, Tom Boyle,
Monica Gildea

Association Management: Gina Buchanan, Sunrise Site Administrator

1. Call to Order

President Sloan Clack opened the meeting at 4:02 p.m.

2. Consideration of Agenda

3. 20-Minute Open Forum and Homeowner Comment Period

a) Don Skinner -

- Mr. Skinner came to the meeting to appeal his case for the unauthorized tree cutting on his property. He explained the miscommunication with his landscaper and what happened and went in detail about his active involvement of the community for years. Sloan recognized Mr. Skinner's accomplishments and also explained to Mr. Skinner we have to administratively follow procedures. Sloan asked Gina what Mr. Skinner's violation was and Gina stated a record of violation in his file and a fine of \$500.

Motion to vacate the fine and keep the record on file was made by Tony Sims, Seconded: Tom Boyle – Approved: 5/Opposed: 0

4. Review and Approval of July 18, 2012 Meeting Minutes

The July 18, 2012 meeting minutes were reviewed.

Motion to approve with no changes was made by Tony Sims, Seconded: Tom Boyle – Approved: 5 / Opposed: 0

5. President's Report

- a) CC&R Review and Rewrite Update – Sloan and Gina are still working on this, there is no urgency.
- b) Emerald Pointe Update - Sloan has received their budget version, once she goes over they will have a meeting, day and time TBD. We will be moving forward to sell to the homeowners. Waiting for more information.

6. Financial Information and Community Update

- a) July 2012 Financial Information – Gina Buchanan presented the highlights on the financial information as distributed to the Board. No further questions or discussion.

Motion to approve the July 2012 financials as presented was made by Tony Sims, Seconded: Tom Boyle – Approved: 5 / Opposed: 0

b) Management Report

1. 2012 Irrigation Repairs –

- i. Booster Pump Electrical – Gina explained that the problem has been bypassed for the time being and that the problem does need to be addressed but we will get it fixed right. Eric with Corliss Resources has come out and looked at it to repair and we are waiting for his scope of work to come.
- ii. Reserve Study Revision for Irrigation Upgrades – Sloan and Gina are making an appointment to discuss the irrigation details, including a map and the current problems at hand. Tony suggested we need to start with the source and replace from there and do by code at that moment. Sloan has explained we need more water and their going to be sticker shocked when they see what that entails.

2. Greenbelt/Buffer Tree Concerns & Evaluations-Gina explained the concerns from non-residents in the buffer zone that there are trees or branches that need to be removed. One concern if we remove these branches is that it could be an ongoing problem with non-residents. Unfortunately if something does happen with these branches and does damage these homes than our insurance company will not cover if we were notified and have done nothing. We have gotten bids and Richie with Unlimited Opportunities is the lowest bid but cannot do the large cottonwood so we received a bid from Knotty Tree Service, which is quite high.

Motion was made to have Richie take care of the trees and branch concerns was made by Tony Sims, Seconded: Tom Boyle – Approved: 5/Opposed: 0

Motion was made for Gina to find another bid for the removal of the large cottonwood was made by Tony Sims, Seconded: Tom Boyle

3. Reserve Study – RCW New law was passed in 2011 that as of January 1, 2012, HOAs must have a reserve study prepared annually. Sloan suggested we do the no site visit Reserve Study Update for \$800.

Motion was made to do the a No-Site Visit Update in 2012 and to do no sooner than requested unless reason is specific was made by Eric Corliss, Seconded: Tony Sims – Approved: 5/Opposed: 0

7. **Unfinished Business**

a) “Welcome Home” – Adult Family Home Appeal

1. Sloan recommended Gina to monitor and visit regularly. Sunrise Ridge is the new name.

- b) Merry-Go Round Repairs/ New Park Equipment Installation – Gina gave us the quote from Northwest Playground Equipment for a new picnic table and two garbage cans, using TGM labor hours to assemble and install. Everyone agreed.

Motion was made to move forward with the whole package for \$2,452.85 and have TGM use labor hours to assemble and install by Tony Sims, Seconded: Eric Corliss – Approved: 5/ Opposed: 0

- c) West Property – Sloan would like us to start by having the attorney to send a First Notice to pay, and if we do not get a response then proceed with the second step and then third step if necessary.

Motion was made to move forward and approved as written by Tony Sims, Seconded: Eric Corliss – Approved: 5 / Opposed: 0

8. New Business

- a) New Sunrise Board Secretary Appointment – Monica Gildea was introduced as the new Declarant Appointed Board Secretary.
- b) Deer Ridge homeowners concerns- Homeowner is complaining about trees not being replaced, landscapers leaving messes, irrigation not working properly, train not running down to Deer Ridge and no handicap parking at Sunrise Night Out. Sloan asked Gina to get a price to replace the trees and make sure they are the correct ones and we will look to replace in Oct 2012. The irrigation complaints when we were notified were addressed and the problem was fixed immediately. There was handicap parking available they were just filled up. We will look into the train going to Deer Ridge but it will affect the homeowner's budget. Blowing of the grass is not done by our landscapers the mess is actually being made by Pierce County.
- c) Skinner appeal for unauthorized tree cutting fine – this was addressed under item #3 of the homeowner comment period with Mr. Skinner.
- d) 2013 Budget Committee- Tony has concerns of the timing of getting the budget done. Sloan has asked him to send her an email. Sloan will go through the budget; her and Tony will review and then send to the committee for comments. Tony will then make his changes and finalize and get ready to send out by meeting. Sloan will get the budget to Tony by Tuesday the 18th. Tony will send his schedule for what he would like to see.
- e) Non-Compliant Homeowner Notification- Gina says we are getting mail sent back to us when we send to the homeowners. We need to just send the letter certified and if the homeowner refuses we just put in the file. Sloan explained we have done everything on our end to notify the homeowner.
- f) New ARC Committee member appointment –

Motion was made to approve Chris Bell by Tony Sims, Seconded by Eric Corliss – Approved: 5/Opposed: 0

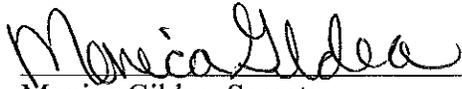
9. Upcoming Meetings

- October 10, 2012 at 6:00pm – Draft Budget Presentation
Based on Tony Sims schedule date may have to change

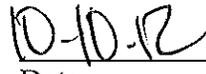
10. Adjournment

With no further business to go before the Board, the meeting was adjourned at 5:40 p.m.

Approved:



Monica Gildea, Secretary



Date



Sloan Clack, President