

**SUNRISE MASTER ASSOCIATION  
MINUTES OF THE BOARD OF DIRECTORS MEETING  
January 22, 2013**

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

**Association Management:** Gina Buchanan, Sunrise Site Administrator

**1. Call to Order**

President Sloan Clack opened the meeting at 4:07 p.m.

**2. Consideration of Agenda**

**3. 20-Minute Open Forum and Homeowner Comment Period**

Tim Yeomans the Superintendent of the Puyallup School District attended along with Donna Drumm. They wanted to discuss the Puyallup School District Bond that is up for vote on February 12<sup>th</sup>. They asked if we would consider doing an email to all of our homeowners reminding everyone to vote. They also stated it has been 9 years since a bond has passed. Tim and his wife have been living in Savannah Ridge for 6 weeks and are very happy with the community.

*Motion was made by Tony Sims to send out the email to remind everyone to vote, seconded: Eric Corliss – Approved: 1 / Opposed: 3.*

**4. Review & Approval of November 7, 2012 Board Meeting Minutes**

*Motion to approve with no changes was made by Tony Sims, Seconded: Sloan Clack – Approved: 4 / Opposed: 0*

**5. Presidents Report**

- a) CC&R Review and Rewrite Update – it should take about 2 weeks to a month to receive the CC&R review.
- b) Emerald Point Update  
Sunrise has agreed to a non-binding mediation with Emerald Pointe regarding unpaid assessments. Emerald Point will be paying for the mediation. Our attorney is confident in our position. We are hoping for a March Mediation date.

**6. Financial Information and Management Report**

- a) October and November 2012 Financial Information – No questions or discussion.

Motion to approve with no changes was made by Tony Sims, Seconded: Eric Corliss– Approved: 4 / Opposed: 0

b) Management Report

1. Water Valve Replacement at Sunrise Park – Water Leak Reimbursement – Tacoma water will be sending us a refund check.
2. Sunrise Park French Drain Replacement – Campbell's will be repairing.
3. Puget Sound Energy Overpayments – Refund Pending – It has come to our attention that we have been being double billed from PSE for the last five years. PSE has asked if we would prefer a credit to our account or have a check sent to us.

Motion to have a check sent to us from PSE was made by Eric Corliss, Seconded: Tony Sims, Approved: 4 / Opposed: 0

4. Tanglewood and Cambria Mailbox Damage-Vehicle Damage – Tanglewood: The tenant will be making an appt. to come into the office and pay for the damages. Sloan asked for Gina to call and get that appointment scheduled. Cambria: A homeowner damaged the mailbox with his car and Gina is working with Allstate (his insurance) to recover the cost of the mailbox replacement.
5. Sunrise Blvd Median Damage – Gina is in the process of preparing a letter to send her for the damages that involved her car in Sunrise on 12/16/12. The Board wants Gina to attempt to get the name of the driver or owner of the car through proper channels so we can recover the cost of the damage properly.
6. Overpaid Sales Tax Refunds – We have been overpaying on our sales tax for Unincorporated Pierce County. Sunrise should be taxed at 8.8%. Gina sited that from Total Grounds Management there will be a refund for approximately \$900 for 2012 and we can go back four years for any invoices that were taxed incorrectly. Gina will be working on this project over the next month.

7. **Unfinished Business**

- a) Sunrise Common Area Fencing Replacement – Reserve Item – Gina presented two options; a concrete composite fencing and wood shadow fencing. Sloan asked Gina to check out more options.
- b) Maintenance Reserve Account Investment and Protection Proposal – Gina explained opening two Money Market accounts with Alliance, one with Western Alliance Bank and one with Torrey Pines Bank. FDIC does not insure any dollar amount over \$250,000. They both would have equal amounts which allows room for deposits but still keeps the accounts below \$250,000 each. Each quarter we would take reserve contributions and open a 12 month CD. The board would like to know if this is beneficial for us and do other homeowners associations do this. We would like to ask for Judy Nordstrom with Alliance Association Bank to come and explain to us.

Motion to move the money to Alliance Association Bank so it is protected under FDIC and be split between Western Alliance and Torrey Pines by Tony Sims, Seconded by Eric Corliss– Approved: 4 / Opposed: 0

- c) Cambria Storm Water Pond Maintenance Proposals – Gina is going to talk to Sandi MacCalla on her recommendation of how to treat the private catch basins and storm water pond maintenance. The Board needs to set a policy of which items the Association is

responsible to pay to maintain and which ones should be charged to the individual homeowners in that subdivision. HOA does not own the roads in Cambria they are private and the catch basins are for Cambria only. We need to get as much information as possible to plan for the future.

*Motion was made to get as much information on how we are going to apply charges in general was made by Tony Sims, Seconded by Eric Corliss. Approved: 4/Opposed: 0*

#### 8. New Business

- a) Accounts Recommended to Write-Off for 2012 – The total amount to write off for 2012 is in the amount of \$5,836.30. \$174.00 has already been written off due to prior bankruptcy filings. Remaining amount is \$5661.80.

*Motion was made to write off \$5,661.80 by Tony Sims, Seconded by Eric Corliss. Approved: 4/Opposed: 0*

- b) 2013 Insurance Renewal – Insurance for 2013 has increased \$519 for 2013 due to a national increase in D&O premiums.

*Motion was made to approve and sign the 2013 insurance renewal by Tony Sims, Seconded by Eric Corliss. Approved: 4/Opposed: 0*

- c) Savannah Ridge 2013 Tract A and Tract B Maintenance – Homeowners are preparing and signing agreements and will be turning into Gina. Final agreements will be presented to the board. The homeowners would like to handle the maintenance like previous years.

- d) 2013 Board Meeting Schedule –

*Motion was made to accept 2013 Meeting schedule by Tony Sims, Seconded by Sloan Clack. Approved: 4/Opposed: 0*

#### 9. Upcoming Meetings

- February 20, 2013 – 6pm

#### 10. Adjournment

With no further business to go before the Board, the meeting was adjourned at 6:05 p.m.

Approved:

  
Monica Gildea, Secretary

2/20/13  
Date

  
Sloan Clack, President