

**SUNRISE MASTER ASSOCIATION  
MINUTES OF THE BOARD OF DIRECTORS MEETING  
February 20, 2013**

**BOARD OF DIRECTORS:** Sloan Clack, Eric Corliss, Monica Gildea, Fred Goehler, Tim Stephens (absent)

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

**1. Call to Order**

President Sloan Clack opened the meeting at 4:20 p.m.

**2. Consideration of Agenda**

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

**4. Review & Approval of February 20, 2013 Board Meeting Minutes**

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

**5. Presidents Report**

- a) CC&R Review and Rewrite update – CC&R's are being reviewed and will be sending out to the community and then will be updated.
- b) Emerald Pointe Update – Emerald Point feels they do not have to pay dues; their division is not an active phase in Sunrise. Emerald Point wants the HOA to perform assessment actions on their property and they want the HOA to perform assessment actions on their property. We are going to arbitration. Oak point wants HOA to be responsible for the front yards, roofs, gates and charge our homeowners. Our attorneys were notified by their attorney, will arbitrate for dues only in about 3 to 4 weeks.

**6. Financial Information and Management Report**

- a) February and March 2013 Financial Information – No questions or discussion.

Motion to approve February 2013 Financials with no changes was made by Sloan Clack, Seconded: Eric Corliss – Approved: 3/ Opposed 0; Fred abstained.

Motion to approve March 2013 financials with no changes was moved by Eric Corliss, Seconded: Monica Gildea – Approved: 3/ Opposed: 0

Discussion was made to have liens not be wiped away; Fred Goehler will be working with Gina regarding liens with the homeowners and dues that are delinquent and foreclosures getting paid.

- b) **Management Report**

1. Overpaid Sales Tax Refunds – Gina explained the process of applying of sales tax refunds from past invoices.
2. Maintenance Reserve Account Investment and Protection –

Motion – was made by the board to reevaluate the reserve fund and the CD schedule application that was in February and would like to not open the second CD at this time. The board will open a third CD at a later date. Seconded: Monica Gildea – Approved: 4/Opposed: 0

3. Site Maintenance Update – Replaced the tennis court net, spring irrigation, grass damage at the entrance – We are trying to find the best solution for keeping the grass looking nice at the entrance by the pond, a couple options would be signs saying “please no feeding the ducks”, chemicals on the ground, spinning dog. It is a problem because the residents do like the ducks but it's the ducks that are damaging the grass.

## 7. Unfinished Business

- a) Sunrise Common Area Fencing Replacement – Reserve Item – Bids to review –

Motion was made to table until we have more information on the new bracket design by Sloan Clack, Seconded: Eric Corliss. Approved: 4/Opposed: 0

- b) Cambria Storm Water Pond Maintenance – Bids to review

Motion - was made to use Master Vac to perform the job and to match Guardian Industrials price was made by Sloan Clack, seconded: Fred Goehler. Sloan Clack amended if Gina is not successful to go with Mast Vac for \$3180. Approved: 4 / Opposed: 0. Gina was asked to call Pierce County to get a schedule of inspections and requirements.

- c) Sunrise Blvd Median Damage – Bids to review

Motion was made to approve Campbell's Backflow bid for the median damage repair was made by Sloan Clack, Seconded: Eric Corliss. Approved: 4 / Opposed: 0

- d) Cambria Property (Previously West)

Motion was made to table Cambria to find out about taxes for April and May by Sloan Clack, Seconded: Eric Corliss. Approved: 4/Opposed: 0

- e) Consents in Lieu –

1. Clowns Unlimited - National Night Out - approving to pay \$5284.31 Inc. tax for 2013 National Night Out.
2. Cambria CBU mailbox replacement - previously approved by board of director's replacement of mailbox in the amount of \$1,273.67.
3. Southwood Blvd Tree Installation –

Motion was made to approve Southwood Blvd tree installation between 168<sup>th</sup> Street East and 130<sup>th</sup> Avenue East that would install 15 maples in the amount of \$4,814.40 was made by Sloan Clack, Seconded: Fred Goehler. Funds will be come out of the Sunrise Working Capital Account. Approved: 4/Opposed: 0

4. Emerald Pointe at Sunrise Subdivision Landscaping Maintenance Contract-

Motion was made to approve 2013 Emerald Pointe at Sunrise Subdivision Landscaping Maintenance Contract to award Total Grounds Management for \$23,745.60 was made by Sloan Clack, Seconded: Fred Goehler. Funds will come from the Landscape Maintenance Account #7000, and HOA will pay for the common area. Approve: 4/Opposed: 0

## 8. New Business

- a) Greenbelt Tree Removal in Deer Ridge –

Motion was made to authorize Gina to get bid from Richie Shepherd to remove this tree and take the less bid to get it done was made by Sloan Clack, Seconded: Eric Corliss. Approved: 4/Opposed: 0

- b) Management Trust CDC Smart Webs – New Site Inspection Software – They are using new software and are now working on I Pads which letters etc. may be slightly different.
- c) Oakpointe at Sunrise Landscaping Contract – Total Grounds Management and Pacific Landscaping are talking to work out the landscaping details.

- d) Sunrise Homeowner Questions – Landscape maintenance and CC&R / ARC enforcement

- Q – The moss on the roof issue has not been resolved and moss covered roofs are visible from Sunrise Blvd north end now for more than a year. Gina's note to all requesting compliance looks like a very soft reminder and probably could have pointed more strongly at the requirements as laid out in the ARC.  
A – A spring cleaning e-Blast was sent out on March 29<sup>th</sup>, which is referenced in his question. Roof maintenance was included in this e-Blast. We send roof maintenance letters out as part of our regular site inspections which are performed at an average of twice per month. I also still encourage homeowners to bring specific homes with issues to our attention so that we may address the concerns. As with yard maintenance, roof cleaning is typically a seasonal maintenance item, since the spring cleaning e-Blast was sent out as a reminder, lack of roof maintenance will be a main focus of our inspections.
- Q - After mentioning and complaining about the increasing crab grass growth in some areas, when will the "gardener" be asked to address this issue and use the proper crab grass "killer" to eliminate the crab grass?  
A – I have spoken to Joni (prior to her departure) Robert and Kevan with TGM. They all have told me that what this homeowner is seeing is not crabgrass, which is a weed, but an upright growing grass, probably a Tall Fescue or an Annual Blue Grass. If you spray to remove, like with a weed, it will kill the grass and we could have to re-seed. Kevan with TGM offered to meet this homeowner to look at the areas in question so Kevan can address, the homeowner does not wish to do this, however, I am trying to meet with this homeowner to have him show me and then I can take TGM to the area so it can be addressed and a plan of action if needed can be made. There is no crab grass.

- Q – Many of the areas which are covered with bark have also been covered now by weeds, grass and moss. Having mentioned this several times to the HOA office, when will these areas be cleaned up?
- A – TGM has been notified of the concerns about the weeds in the bark beds. The weeds continue to grow at a fast pace due to increased water in these beds. Kevan and Robert have been advised to monitor beds very closely and remove weeds more efficiently. Kevan promises that this will be corrected immediately. Gina has been asked by the board to call Kevan and have him give us a date on when it will be done, as they do have a contract.

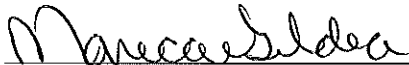
9. Upcoming Meetings:

- May 15, 2013 – 6 pm
- June 12, 2013 – 4 pm

10. Adjournment

With no further business to go before the Board, the meeting was adjourned at 6:22 p.m.

Approved:



Monica Gildea, Secretary

5-15-13

Date



Sloan Clack, President