



SUNRISE MASTER ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING
September 20, 2016

BOARD OF DIRECTORS: Eric Corliss *absent*, Sloan Clack, Monica Gildea, Fred Goehler, Brenda Pearson

Association Management: Kathy Berrens – TMT – Sunrise Community Association Manager
Robbin Coltom – TMT – Sunrise Assistant Association Manager

1. **Call to Order and Confirmation of Quorum:** President Sloan Clack opened the meeting at 4:05 pm
2. **Consideration of Agenda:** Fred Goehler requested that Facebook concerns and Flagpole theft be added to the agenda under New Business, items 9c and 9d. Kathy requested that Oakpointe fencing issue be added to the agenda under New Business, item 9e.
3. **20-Minute Open Forum and Homeowner Comment Period:**
 - a) Follow up from August Board meeting – Kathy Berrens noted that there are no follow up items from the pervious meeting to discuss at this time
 - b) Homeowner comments – No homeowners were in attendance at this meeting.
4. **Review and Approval of Board Meeting Minutes:**
Motion to approve August 18, 2016 Board Meeting Minutes was made by Monica Gildea, Seconded by Fred Goehler; Approved 4/Opposed 0
5. **Financial Report:**
 - a) August financials – Kathy Berrens reviewed and provided an overview of the August financials pointing out some significant costs for irrigation repairs and water have exceeded expectations for 2016.
Motion to approve the August 2016 financials was made by Brenda Pearson and Seconded by Monica Gildea. Approved 4/Opposed 0.
6. **Presidents Report:** No report
7. **Management Report:** Kathy Berrens reported on the following items.
 - a) Kathy Berrens presented and discussed Quarterly Reports.
 - b) Oakpointe Violations - Kathy Berrens reported that violations have been sent to Pierce County Code Enforcement.
 - c) Project update – Kathy Berrens provided updates on several projects.
 1. New plantings have been installed in the common area along 122nd Street at Deer Ridge. Large rocks will be added to match the other side of 122nd Street to help prevent vandalism in the grassy areas.
 2. The community clubhouse is in the process of being painted and new doors are being installed. The carpets have been cleaned and the bathroom floors will be stripped and refinished once the other work is done.
 3. New plantings are being installed along 168th Street and 170th Street.
 4. The fence around the North Rim pond has been painted.
 5. Staining of the fence along 168th Street has been completed..

6. Three dog stations have been installed at Tanglewood park, the Arbors and the park near the HOA office.
- d) Budget Review – Kathy Berrens discussed the proposed calendar, meeting dates and topics for the Budget Committee. She reported that the Budget Committee would be meeting after the Board meeting to begin work on the 2017 budget.
- e) Landscaping RFPs – Six landscaping bids have been received and the Budget Committee's recommendation will be presented to the Board at the October 18th meeting.

8. Unfinished Business:

- a) Fencing:
 1. Kathy Berrens presented fencing bids to the Board, including a bid for concrete fencing by Americrete Fencing. After discussion about initial and long term costs, the Board determined concrete fencing for Sunrise Master Association common areas to be in the best interest of the Association. It was agreed that amendments be made to the fencing guidelines at a future Board meeting.
Motion to approve 5000 lineal feet of concrete fencing at \$50 a lineal foot, to be identified on a common area map, including stain on both sides and the removal of old fence panels that are in good condition to be used for fencing repairs elsewhere, was made by Brenda Pearson and seconded by Fred Goehler. Approved 4/0 opposed.
 2. Homeowner Concern: A discussion ensued regarding a homeowner account and fine/violation process update. No action was taken.

9. New Business:

- a) Benches – Kathy Berrens proposed that the Association add 6 to 8 benches along Sunrise Parkway to Sunrise Boulevard at a projected cost of \$1200 a bench.
Motion to approve the purchase and installation of up to 8 benches at a cost capped at \$1200 each to be installed, based on a preapproved policy, along the walkway from Sunrise Parkway to Sunrise Boulevard. Budget line item funding will be identified prior to purchase. Motion made by Sloan Clack and seconded by Fred Goehler. Approved 4/0 opposed.
- b) 2017 Federal Tax Prep Engagement – Kathy Berrens presented the proposal from Cagianut Company for 2017 Federal Tax Preparation to the Board. .
Motion to accept the 2017 Federal Tax Preparation Engagement proposal from Cagianut Company at a rate of \$200 was made by Sloan Clack and seconded by Monica Gildea. Approved 4/0 opposed.
- c) Facebook Concern – Fred Goehler expressed concern about inaccurate information regarding the HOA being posted on Facebook the resident site that is not managed by the HOA.
- d) Flagpole theft – Fred Goehler noted that flags and flagpoles have been stolen from homeowners' property in the last week.
- e) Oakpointe Fences – Kathy Berrens shared that pictures of a homeowner concern about fencing and lot grade with the Board and asked for the Board to define the HOA's responsibility in the matter. The Board determined that it was not the HOA's responsibility to resolve the issue, but rather it is between neighbors and their builders.

Motion to recess into Executive Session made by Sloan Clack and seconded by Fred Goehler at 4:42 pm.

Reconvened from Executive Session to Regular Session at 5:55 pm.

Motion to set the next Board meeting for Tuesday, October 18th at 6 pm was made by Sloan Clack and seconded by Monica Gildea. Approved 4/0 Opposed.

With no further business to go before the Board, Motion to adjourn the meeting at 5:57 pm was made by Sloan Clack and seconded by Monica Gildea.



Monica Gildea, Secretary



Date



Sloan Clack, President