

Sunrise Master Association

BOARD OF DIRECTORS MEETING

Meeting Minutes

Sunrise Master Association Clubhouse

December 14, 2016 – 4:00 PM

BOARD OF DIRECTORS:

Eric Corliss (Absent), Sloan Clack, Monica Gildea, Fred Goehler, Brenda Pearson

Association Management:

Kathy Berrens, Sunrise Community Association Manager, TMT
Robbin Colton, Sunrise Assistant Community Manager, TMT

1. Call to Order and Confirmation of Quorum: President Sloan Clack opened the meeting at 4:00 pm
2. Consideration of Agenda:
3. 20-Minute Open Forum and Homeowner Comment Period
 - a) Follow up from October Board Meeting (no meeting November): There are no follow up items.
 - b) Letter to board: Kathy Berrens introduced a new matter for discussion regarding a new development adjacent to Sunrise. Homeowners near this development have expressed concerns about recent updates to the plat that impact current wetlands. They would like the HOA to weigh in with the county on the issue. The Board will take the stance that the county should not alter adherence to current codes is its approval of this new plat.
 - c) Homeowner comments:

A homeowner expressed concerns about the encroachment of cotton wood trees in natural growth areas abutting his property.

A homeowner wanted to note to the Board that speeding continues to be a concern on the boulevard and made some suggestions such as more signs, crosswalks and more speed control or speed limit reduction to combat the problem. Fred Goehler will speak with the sheriff about this issue and report back.
 - d) John Miller, Vice President of TMT was introduced.
4. Review and Approval of:
 - a) October 18, 2016 Board Meeting Minutes

Motion to approve October 18, 2016 Board Meeting Minutes was made by Brenda Pearson, Seconded by Monica Gildea; Approved 4/Opposed 0
5. Financial Information
 - a) October Financials
 - b) November Financials

Motion to approve the 2016 October and November financials was made by Brenda Pearson and Seconded by Monica Gildea. Approved 4/Opposed 0.
6. Presidents Report: Sloan Clack reported that the CC&Rs and By Laws have been recorded and certified.
 - a) CC&Rs By Laws recorded/certified: Kathy Berrens noted that the documents are being are being mailed to each homeowner in January and posted on the website.
 - b) Board Goals/TMT Goals for 2017:

Motion to schedule a special working session for the Board of Directors to discuss and develop Board goals and management goals for 2017 was made by Sloan Clack and seconded by Brenda Pearson. Approve 4/Opposed 0

7. Management Report

- a) Security Report: Kathy Berrens reviewed the security reported and noted that the Securitas patrol team has been helping with street light outages and parking issues as well as patrolling the community.
- b) Semi Truck parked at the entrance. Kathy reported that the area on which the truck is parking belongs to the county and the sheriffs have been notified and will take action according to County regulations.
- c) Speed Checks: Kathy Berrens reported that Sunrise Sheriffs continue to do speed checks at key hours to enforce speed limits throughout Sunrise.
- d) The Ridge at Sunrise: Kathy Berrens reported that the plat for 88 lots recorded December 6th.
- e) Vehicle of concern in Sunrise. Kathy Berrens reported that both the security and the Sheriffs have contacted this potentially homeless individual.

8. Unfinished Business

- a) Consent in Lieu Signatures: Board members signed Consent in Lieu documents.
 - 1) The Sunrise Board of Directors authorizes the Holiday Office Closure December 26th-30th, 2016
 - 2) The Sunrise Board of Directors authorizes the Community Manager to accept the bid from Barrett's Landscaping & Construction for a total of \$34,000, of which \$30,000 would come from the working capital fund and \$4,000 out of the 2016 noncontract landscape budget.
 - 3) The Sunrise Board of Directors authorizes the Community Manager the ability to rent the clubhouse for a nonprofit fundraising event December 2, 2016.
 - 4) The Sunrise Board of Directors authorizes the Community Manager the ability to administer the process to release the lien with full payment.

9. New Business

- a) Mailing of CC&Rs/Bylaws: **Motion** to authorize Association Manager to mail a hard copy of the current CC&Rs/Bylaws to homeowners at cost of \$6,500 made by Brenda Pearson and seconded by Fred Goehler. Approved 4/Opposed 0.
- b) 2017 Security Contract: **Motion** to approve and authorize signing of the 2017 Securitas Contract for an annual rate of \$63,086.40 made by Brenda Pearson and seconded by Fred Goehler. Approved 4/Opposed 0.
- c) 2017 Cleaning Contract: **Motion** to approve and authorize signing of the 2017 cleaning contract with Jan Pro for \$242 per month was made by Monica Gildea and seconded by Fred Goehler. Approved 4/Opposed 0.
- d) 2017 Clubhouse Rental Agreement: Kathy Berrens reviewed the revisions to the clubhouse rental agreement **Motion** to accept the new 2017 Clubhouse Rental Agreement was made by Monica Gildea and seconded by Fred Goehler. Approval 4/Opposed 0.
- e) Violation Discussion: Kathy Berrens requested that this be discussed in Executive Session.
- f) Common Area/Concrete Fence Guidelines: Kathy Berrens reviewed with the Board the new Common Area Guidelines. **Motion** to approve and implement the new Common Area/Concrete Fence Guidelines was made by Brenda Pearson and seconded by Fred Goehler. Approved 4/Opposed 0.
- g) Specific Assessment Resolution: Kathy Berrens reviewed with the Board the Emerald Pointe Specific Assessment Resolution. **Motion** to approve the Board Resolution establishing an Annual Emerald Pointe Specific Assessment was made by Brenda Pearson and seconded by Fred Goehler. Approved 4/Opposed 0. **Motion** to amend the previous motion to include authorization for grammatical and language clean up was made by Sloan Clack and seconded by Brenda Pearson. Approved 4/Opposed 0.

- h) 2017 Board Meeting Schedule: **Motion** to accept the 2017 Board Meeting schedule was made by Brenda Pearson and seconded by Monica Gildea. Approved 4/Oppose 0
- i) Savannah Ridge Request Tract A-B: Kathy Berrens reported that the homeowners along Tracts A and B annually pay to have tree trims in the tract. **Motion** to accept the bids for tree trimming and homeowner self assessment plan as written was made by Brenda Pearson and seconded by Monica Gildea. Approved 4/Opposed 0.
- j) Emerald Pointe Pedestrian Gate Repair: Kathy Berrens reviewed the details of the broken gates and plans for repair. **Motion** to authorize \$572.07 for pedestrian gate repairs in 2016 for Emerald Pointe was made by Monica Gildea and seconded by Brenda Pearson. Approved 4/Opposed 0.
- k) Emerald Pointe 122nd Gate Repair: Kathy Berrens provided some history on the gate damages and repairs and plans for a temporary and more cost effective method of fixing the gate. **Motion** to authorize \$1660.27 for repairs to Emerald Pointe 122nd Street gate was made by Brenda Pearson and seconded by Monica Gildea. Approved 4/Opposed 0.
- l) Lien release: Kathy Berrens requested that this item be addressed in Executive Session.

10. Executive Session: **Motion** to recess to Executive Session was made by Brenda Pearson and seconded by Monica Gildea at 5:43 pm.

Reconvened from Executive Session to Regular Session at 5:56 pm.

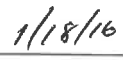
Motion to authorize the release of lien for account #554989 was made by Sloan Clack and seconded by Monica Gildea. Approved 4/Opposed 0.

Motion to authorize the filing of liens on accounts # 888714, # 888716, # 888717 and # 888718 was made by Brenda Pearson and seconded by Monica Gildea. Approved 4/Opposed 0.

11. Adjourn: **Motion** to adjourn at 5:58 pm was made by Sloan Clack and seconded by Monica Gildea. Approved 4/Opposed 0



Monica Gildea, Secretary



Date



Sloan Clack, President