

Sunrise Master Association

BOARD OF DIRECTORS MEETING

MEETING MINUTES

Sunrise Master Association Clubhouse

February 20, 2018 – 6:00 PM

BOARD OF DIRECTORS: Sloan Clack, Monica Gildea, Roger Elmore, Brenda Pearson (absent), Eric Corliss (absent)

Association Management: Kathy Berrens, Robbin Coltom, Denise Rasmussen - TMT

1. Call to Order and Confirmation of Quorum: President Sloan Clack called the meeting to order at 6:00 pm.
2. Consideration of Agenda: SMA Manager Kathy Berrens requested discussion about the TMT Internal Audit be added as 9c.
Motion to add TMT Internal Audit discussion to the agenda under 9c. was made by Roger Elmore and seconded by Sloan Clack. Approved 3/opposed 0.
3. Review and Approval of Meeting minutes – The SMA Board member reviewed previous meeting minutes.
 - a) January 16, 2018 Board Meeting Minutes
Motion to approve the January 16, 2018 Board Meeting Minutes was made by Monica Gildea and seconded by Sloan Clack. Approved 3/opposed 0.
 - b) February 6, 2018 Special Meeting Minutes
Motion to approve the February 6, 2018 Special Meeting Minutes was made by Roger Elmore and seconded by Sloan Clack. Approved 3/Opposed 0.
 - c) February 12, 2018 Special Meeting Minutes
Motion to approve the February 12, 2018 Special Meeting Minutes was made by Roger Elmore and seconded by Monica Gildea. Approved 3/Opposed 0.
4. Financial Information
 - a) December Financials
 - b) January Financials**Motion** to table review and approval of December and January Financials was made by Sloan Clack and seconded by Monica Gildea. Approved 3/Opposed 0.
5. President's Report/Development Update - SMA Board President Sloan Clack provided a brief overview of current development projects in Sunrise. Her update included the following information:
 - The Retreat has begun building homes.
 - The Woodlands Plat is for sale.
 - The Madronas and The Crossings plats are expected to break ground this year.
 - The Developer will be meeting with the County regarding South Sunrise on March 1, 2018.
 - Input from the Regional Park survey is being reviewed and considered in the planning process.
 - The multiple family site, Glacier Run Apartments, across from Emerald Pointe is active

6. Manager's Report – SMA Manager Kathy Berrens shared news and updates on the following activities throughout the community:

- The landscapers have begun mowing again and are working to repair the tire tracks in the turf.
- The irrigation specialist is busy completing projects and improvements on the irrigation system.
- Teufel will be making a presentation to the Board in March.

Motion to meet as a Board on March 26th for the Teufel Landscaping presentation was made by Sloan Clack and seconded by Roger Elmore. Approved 3/Opposed 0.

- Builders have caused some main line breaks within the Emerald Pointe plat and will be held accountable for repairs
- The Emerald Pointe gate off 122nd was not working due to the sensor being blocked by vehicles
- The breaker was flipped on the main gate of Emerald Pointe making it inoperable
- Curb painting in Emerald Pointe will be completed when the weather is drier and warmer
- Sheriffs will be providing a security report showing monthly activity in Sunrise
- A Manager's Report will be posted on a monthly basis starting with February's report which can be found on Facebook and the Website and will be sent in an Eblast
- Notifications continue to be sent out in various ways to remind people about the annual dues and possible account balances
- We currently have around 700 people on direct debit
- Sherylee Ceccanti will begin as the new Community Relations Manager for Sunrise on March 12, 2018
- New computers are being delivered to the Sunrise Office to replace one that has crashed and to provide one for the new employee
- The Sunrise office is undergoing a significant cleaning and reorganizing process
- Representatives from the new Glacier Rim Apartments have contacted the HOA office to proactively begin the process of working with the HOA

7. Consent Signatures - None

8. Unfinished Business

- a. 2016 Audit Report from TMT – The Board has requested a game plan from TMT to address internal control issues.

9. New Business

- a. 2018 Insurance Review/Approval – SMA Manager Kathy Berrens explained that the company currently insuring the SMA does not cover armed security. Therefore, she is seeking quotes from new companies that provide this type of coverage. The Board will be updated and presented with a new contract via consent in lieu.
- b. FDIC Bank Limits – The Board discussed the concerns and options for ensuring all accounts are within the FDIC Insured limits.

10. 20-Minute Open Forum and Homeowner Comment Period

- a) Follow up from January 16, 2018 Board Meeting – No additional follow up.
- b) Homeowner comments – Homeowners who attended the meeting presented comments or questions about the following:

- Questions were asked about the Regional Park such as will it be public or just for Sunrise? Board President Sloan Clack shared that more information is needed from Pierce County for a firm answer to this question, however it appears it will be public as required by Pierce County. There is a meeting on this matter scheduled in March with the County.

- A homeowner asked when the trees that have died in the Emerald Pointe common areas will be replaced in the community. SMA Manager, Kathy Berrens explained that there is a shortage of trees, so when trees are available the landscapers will begin replacing the trees.
- Concerns were expressed about issues with phone numbers and key fobs not working on the 122nd street gate in Emerald Pointe. SMA Manager Kathy Berrens shared all gate issues are being address on a regular basis and that this gate continues to be vandalized.
- Emerald Pointe homeowners asked for an update on the curb painting project. SMA Manager Kathy Berrens reported that the project will resume when there is a warmer, dried stretch of weather. Any repainting that needs to take place will be addressed as well.
- Clarification was requested about whether or not the Sheriffs are on duty 24 hours a day. Off duty Sheriffs Deputies are on duty 7 days a week, but are not on 24 hours a day.
- Questions were asked regarding the current lawsuit with Oakpointe. This is ongoing litigation and cannot be discussed at this time due to confidential reasons.
- A homeowner asked if the area where the flag pole was removed would be repaired. SMA will repair this area which was damaged by OakPointe Builders.
- Homeowners asked for details about Sunrise onsite office computers. SMA Manager Kathy Berrens explained that the computers are purchased and owned by the Association, but staff uses remote access into the TMT software for account processes. TMT will provide more information on data security questions.
- Questions were asked regarding the multi-family units across from Emerald Pointe called Glacier Run Apartments. There will be a sub-association which will management their amenities and per the restated CCR's, they will pay 50% of SMA dues per unit.

11. Executive Session "Matters involving the possible liability of an owner to the Association."

Motion to recess to executive session at 7:50 pm was made by Sloan Clack and seconded by Roger Elmore. Approved 4/Opposed 0.


Reconvene to regular session at 8:30 pm.

Motion to waived the violation fee of \$500 on account #555003 per the recommendation of the Compliance Hearing Committee was made by Sloan Clack and seconded by Monica Gildea. Approved 4/Opposed 0.

Motion to waive the 1 year rental requirement for the current sale only of the property for account #555292 per the recommendation of the Compliance Hearing Committee was made by Sloan Clack and seconded by Monica Gildea. Approved 4/Opposed 0.

12. Adjourn

Motion to adjourn at 8:35 pm was made by Sloan Clack and seconded by Monica Gildea. Approved 4/Opposed 0.


Monica Gildea, Secretary


Date


Sloan Clack, President