

Sunrise Master Association

BOARD OF DIRECTORS MEETING

MEETING MINUTES

Sunrise Master Association Clubhouse

October 16, 2018 – 4:00 PM

BOARD OF DIRECTORS: Sloan Clack, Roger Elmore, Brenda Pearson, Monica Gildea
Eric Corliss - *Absent*

Association Management: Kathy Berrens, Alex Carabello

1. Call to Order and Confirmation of Quorum: President Sloan Clack opened the meeting at 4:00 pm.
2. Consideration of Agenda
3. Review and Approval of September 18, 2018 Sunrise Board Meeting Minutes
Motion to approve the September 18, 2018 Sunrise Board Meeting Minutes was made by Brenda Pearson and seconded by Monica Gildea. Approved 4/Opposed 0
4. Review of Financial Information:
 - a) September Financials
Accounts at collections will be considered "Bad Debt"
No motion requested.
5. Presidents Report/Development Update –
 - The Retreat
 - Homeless camp has been removed.
 - Contractors are working on monuments.
 - North Rim
 - New monument has been ordered and is in production.
 - Glacier Run- Construction is underway.
 - The Woodlands
 - Development has been sold. They will have a grand opening in March 2019.
 - Landscaping is complete.
 - Madronas- Preliminary plat has been approved.
 - La Polma- Development in progress. The road and storm drainage designs have been approved.
 - Lennar- Townhomes in Emerald Pointe will have 2 more 8-unit packs in 2018 and start with the other side in 2019.
 - Park- Engineers are working on below ground designs and landscape architecture.
6. Manager's Report – SMA Manager Kathy Berrens provided an update on action items from the last board meeting and the community.
 - Maintenance
 - Irrigation is off and all pumps will be blown by the end of the month.
 - Concrete fencing is complete at The Rim.
 - **Motion** to replace fencing at Tanglewood and Southpoint next was made by Sloan Clack and seconded by Brenda Pearson. Approved 4/Opposed 0

- Administrative
 - 3rd delinquency notices with intent to Lien/Collections were mailed to all delinquent accounts on 10/16/2018.
 - New insurance has been acquired.
 - Benches will be delivered within 2 weeks.
 - Audit begins this week.
 - New rules for Chapter 13 state we cannot mail delinquency notices to Chapter 13.
- Events
 - Guest author- Gave a presentation and sold copies of his novels. Author is going to provide connections to more local authors.
 - Chalk Artist cancelled due to lack of interest.
- Safety
 - Eagle Ridge has had increased car break ins.

7. Unfinished Business

8. New Business –

a) 2018 Storm Watch Catch Basin Bids

Motion to approve the ProVac bid for storm catch basin cleaning in Cambria and Emerald Pointe with opportunity to negotiate hourly rates was made by Sloan Clack and seconded by Monica Gildea. Approved 4/Opposed 0

b) 2019 Yearly Maintenance Storm Water Catch Basin

Motion to enter into a yearly maintenance contract with ProVac for storm catch basin cleaning in Cambria and Emerald Pointe was made by Sloan Clack and seconded by Monica Gildea. Approved 4/Opposed 0

c) Eagle Ridge Retention Pond- Notify homeowners to cease dumping grass clippings into the pond.

No motion requested.

d) Tree Replacements

Motion to approve tree replacements with Teufel was made by Brenda Pearson and seconded by Monica Gildea. Approved 4/Opposed 0

e) Check Signing Policy

Motion to allow Kathy Berrens to sign checks \$1,000 or less, to require Kathy Berrens and AP Clerk to sign checks \$1000-\$5000, and to require Kathy Berrens and Monica Gildea or Sloan Clack to sign checks \$5000 or more was made by Brenda Pearson and seconded by Roger Elmore. Approved 4/Opposed 0

f) Set Budget Meeting

Motion to set Special Board Meeting to discuss the budget on November 6, 2018 at 4:00 pm and cancel the meeting set for November 20, 2018 at 6:00 pm was made by Roger Elmore and seconded by Monica Gildea. Approved 4/Opposed 0

g) 2019 Reserve Study

9. 20-Minute Open Forum and Homeowner Comment Period - Sunrise homeowners were given an opportunity to comment on various community projects and policies. Addressed during this session were the following topics:

- Basketball hoops
- Fencing in Emerald Pointe
- Parking in Emerald Pointe
- Landscaping in Emerald Pointe

10. Potential Executive Session *

Motion to recess into executive session per *RCW64/38.035 to “discuss likely or pending litigation, matters involving possible violations of the governing documents” was made by Sloan Clack and seconded by Roger Elmore at 6:11 pm. Approved 4/Opposed 0.

Motion to reconvene from executive session was made by Sloan Clack and seconded by Monica Gildea at 6:55 pm. Approved 4/Opposed 0

Motion to Lien homeowner accounts currently at collections was made by Sloan Clack and seconded by Monica Gildea. Approved 4/Opposed 0

Motion to lien homeowners with a balance \$230.00 or more after November 1, 2018 was made by Roger Elmore and seconded by Monica Gildea. Approved 4/Opposed 0

Motion to have the Sunrise office call all homeowners with a balance of \$180.00 or less to avoid lien or collections was made by Roger Elmore and seconded by Monica Gildea. Approved 4/Opposed 0

Motion to uphold the recommendations by the Compliance Committee for homeowners #27264, #26943, #27004, #27321, #26770, #27042, #27922, #26336, #28960, #26732, #26648, and #26853 was made by Roger Elmore and seconded by Monica Gildea. Approved 4/Opposed 0

Board Member Roger Elmore recused himself from the meeting at 6:58 pm.

Motion to uphold the recommendations by the Compliance Committee for homeowner #27036 was made by Monica Gildea and seconded by Brenda Pearson. Approved 3/Opposed 0

11. Adjourn

Motion to adjourn at 7:05 PM was made by Sloan Clack and seconded by Brenda Pearson. Approved 4/Opposed 0



Monica Gildea, Secretary



Date



Sloan Clack, President