

Sunrise Master Association

BOARD OF DIRECTORS MEETING MEETING MINUTES

Sunrise Master Association Clubhouse

May 21, 2019 – 6:00 PM

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

Association Management: Debra Porter, Alex Carabello

1. Call to Order and Confirmation of Quorum: President Sloan Clack opened the meeting at 6:00 pm.
Consideration of Agenda

2. Consent Agenda

The consent agenda includes items that are routine in nature and are adopted by one motion. Should the Board wish to discuss a consent agenda item, the item would be removed from the consent agenda and discussed under New Business.

a) April 14, 2019 Regular Board of Director Meeting Minutes

b) March 21, 2019 Organizational Board of Director Meeting Minutes

c) Approve appointment of Martha McNeill to the Architectural Review Committee. This was previously approved by unanimous consent by the Board by email on May 1, 2019.

d) Approve repair of irrigation system on 168th for \$6,767.83. Damage was due to installation of concrete fencing. This was previously approved by unanimous consent by the Board by email on May 3, 2019.

e) Approve Eagle Asphalt Proposal to patch, crack fill, sealcoat and reline community center parking lot for \$5,986.50. Patching was done December 2018.

f) Approve Reserves expense payment to Eagle Asphalt for \$4,646.89 for seal coating, crack filling, and relining and stenciling the community center parking lot.

g) Approve Reserves expense payment to MidPac for \$15,150 plus tax for resurfacing and restriping of basketball and tennis courts, including pickle ball striping, in the community park. The proposal was approved in September 2018.

h) Approve repair of failed North Rim dispersion trench by RS Underground for \$18,500 plus tax. This was previously approved by unanimous consent by the Board by email on May 15, 2019.

Motion to approve the consent agenda as written was made by Brenda Pearson and seconded by Roger Elmore. Approved 4/Opposed 0

3. Financial Information:

- a) April 2019 Financial Report

Debra Porter provided an overview of the current financial statements

4. Presidents Report/Development Update –

- The Madronas
 - 162 lots – Plat design is complete
- The Crossings/The Pines
 - Preliminary plats in for review by August 2019
- The Woodlands
 - Sold 6 homes in presale

- Emerald Pointe
 - The townhomes are currently being built
- Glacier Run
 - Preleasing has begun and they will begin occupancy in August
- Park
 - Design will be submitted to county for review by July
 - Negotiating insurance for zipline and splash pad
- Emerald 80
 - 80 units of townhomes and apartments
 - Contemporary design style

5. Manager's Report

- Maintenance
 - Community Center courts have been refinished
 - Community Center parking lot resealing complete
 - Irrigation repairs on 168th are near completion
 - North Rim failed dispersal trench repairs approved and will begin soon
 - Teufel Landscape had management changes and is rebidding projects
 - Looking for playground inspection proposals
 - A PSE light pole was destroyed
- The south entrance pond fountain was stolen
- Emerald Pointe
 - Lennar fence relocation, replacements, and repairs in process
 - Specific Assessment due date was May 1
 - Easement fee billed to Emerald at Sunrise Homeowners due June 1
- Security
 - Several reports of homeless activity

6. Unfinished Business

7. New Business –

- a) Community Relations Update (Alex Carabello)
 - a. National Night Out
 - b. Orangetheory sponsorship
 - c. Community Garage sale advertising
- b) ARC – Applications and Appointments
Martha McNeill was appointed to the ARC.
Compliance Committee has one open position.
- c) Preventative Gate Maintenance Proposals

Motion to approve the preventative gate maintenance proposals was made by Brenda Pearson and seconded by Monica Gildea. Approved 4/Opposed 0

- d) Emerald at Sunrise Easement Fee Policy Resolution

Motion to approve the Emerald at Sunrise Easement Fee Policy Resolution was made by Monica Gildea and seconded by Brenda Pearson. Approved 4/Opposed 0

- e) Refurbish Bark Pricing Comparisons

Motion to approve barking all common area beds up to and not to exceed \$36,000 was made by Brenda Pearson and seconded by Monica Gildea. Approved 4/Opposed 0

- f) Mailbox Replacement for Savannah Ridge, Tanglewood/Southpoint and Eagle Ridge

Motion to approve mailbox replacement purchases up to and not to exceed \$48,301.05 was made by Brenda Pearson and seconded by Roger Elmore. Approved 4/Opposed 0

- g) Tanglewood & Emerald Pointe Basketball Surface Review (Roger Elmore)

No motion made. Revisit at Budget Committee Meetings in the fall.

- h) Fireworks Policy

No motion made. Sunrise Master Association follows Pierce County Fireworks Discharge Laws.

- i) Basketball Hoop Policy- Clarification of Rules

ARC Guidelines state: "Portable basketball backboards must be stored out of sight when not in use." Basketball hoops will be considered as sufficiently out of sight if they are stored in non-play position behind a fence, inside the garage or a shed, or next to the side of the home, lying down.

- j) Approval of AquaTechnex Contract

Motion to approve the 2019 Aquatechnex Contract was made by Brenda Pearson and seconded by Roger Elmore. Approved 4/Opposed 0

- k) Approve switching office phones to VOIP at Sunrise Office for approximately \$500 upfront for consulting and purchase of new phones and \$90 monthly for the VOIP service provider. Comcast bill will reduce by about \$140 per month.

Motion to transition office phone lines to VOIP was made by Roger Elmore and seconded by Brenda Pearson. Approved 4/Opposed 0

- l) Main Entrance Emerald Pointe Parking

Motion to approve the installation of "No Parking" signs along Emerald Pointe entrances was made by Sloan Clack and seconded by Roger Elmore. Approved 4/Opposed 0

8. 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:

- Emerald Pointe Gate
- Emerald Pointe basketball hoop net

9. 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 7:20 pm. Approved 4/Opposed 0.

Motion to reconvene from executive session was made by Sloan Clack and seconded by Roger Elmore at 7:45 pm. Approved 4/Opposed 0

Motion to approve the Compliance Committee's recommendations on appeals #26971, #29465 and #26182 was made by Sloan Clack and seconded by Brenda Pearson. Approved 4/Opposed 0

Motion to require homeowner #27417 to remove the RV from their property within 1 business day or daily fines will resume was made by Sloan Clack and seconded by Roger Elmore. Approved 4/Opposed 0

Motion to place a lien on homeowner #29468 due to nonpayment of assessments was made by Sloan Clack and seconded by Roger Elmore. Approved 4/Opposed 0

Motion to waive all late fees except for the \$12 administrative fee levied on Emerald Pointe Special Assessment if an owner pays the balance in full by 5/31/19 was made by Sloan Clack and seconded by Monica Gildea. Approved 4/Opposed 0

Motion to approve an investigation by SMA Attorney of account #29454 allegations for up to \$5,000 was made by Sloan Clack and seconded by Roger Elmore. Approved 4/Opposed 0

10. Adjourn

Motion to adjourn at 7:50 pm was made by Sloan Clack and seconded by Monica Gildea. Approved 4/Opposed 0


Monica Gildea, Secretary

6/18/19
Date


Sloan Clack, President