

Sunrise Master Association

**BOARD OF DIRECTORS MEETING
MEETING MINUTES**

Sunrise Master Association Clubhouse

September 17, 2019 – 6:00 PM

BOARD OF DIRECTORS: Sloan Clack, Roger Elmore, Melinda Jobst, Brenda Pearson
Monica Gildea - *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.
2. Consideration of Agenda- no changes.
3. Review and Approval of August 26, 2019 Board Meeting Minutes
Motion to table approval of the August 26, 2019, Board Meeting Minutes was made by Brenda Pearson and seconded by Melinda Jobst. Approved 4/Opposed 0
4. Financial Information:
August 2019 Financial Report was presented by Debra Porter.
5. Presidents Report/Development Update –
 - The Madronas
 - Plat has been approved
 - The Crossings/The Pines
 - Final corrections being made on plat
 - Planning to break ground immediately after approval
 - The Woodlands
 - Dog park is nearing completion
 - Selling homes quickly
 - Glacier Run
 - Will be receiving certificate of occupancy for additional units every month for the remainder of the year
 - Emerald 80
 - No update
 - Park
 - Design is being reviewed by the county – estimate a 30 day turn around for approval
 - 122nd Traffic Light
 - Still in design phase, not coming soon
6. Manager's Report
Maintenance:
 - Major leak was detected and repaired
 - New fountains have arrived; still searching for an electrician
 - Tree installation and turf expansion on 134th near completion

- Landscape refurbishment on 168th and 170th near completion
 - New mailboxes installed in Tanglewood & Southpoint
 - Savannah Ridge mailbox installation scheduled
- Emerald Pointe:**
- Final townhomes are under construction in the first section
 - Construction to begin soon on townhomes to the right of entrance
 - Back gate still out of service and awaiting a reply from county
- Security:**
- Police are on fall schedule; will increase patrols as days get darker
 - Glacier Run reported plantings stolen from new landscape
- Administrative:**
- Work on 2020 Budget is underway; Budget Committee has met twice
 - 2018 Audit near completion

7. New Business –

a) Community Relations

- a. Website is in design phase
- b. Blood Drive – October 25th
- c. Trunk or Treat – October 26th

Motion to approve expenses of approximately \$2,500 for the Trunk or Treat was made by Roger Elmore and seconded by Melinda Jobst. Approved 4/Opposed 0

b) Reserve Study

Motion to accept the 2020 Reserve Study as written was made by Roger Elmore and seconded by Brenda Pearson. Approved 4/Opposed 0

c) 2018 Tax Preparation and Audit Proposal

Motion to authorize Sloan Clack to engage with Newman & Associates for the 2018 Audit was made by Brenda Pearson and seconded by Melinda Jobst. Approved 4/Opposed 0

d) The Ridge Discussion – SMA possibly accepting maintenance responsibilities/ removing sub-association.

No motion made.

e) Cambria and Emerald Pointe Discussion – Winter services. Staff to explore plowing options.

No motion made.

f) Fountain Install - Electrical

Table until October meeting

g) 2020 Landscape Maintenance Contract

Motion to obtain proposals for the 2020 landscape and maintenance contract was made by Sloan Clack and seconded by Melinda Jobst. Approved 4/Opposed 0

Motion to obtain proposals for the Glacier Run frontage landscape and maintenance for the remaining months of 2019 was made by Sloan Clack and seconded by Melinda Jobst.

Approved 4/Opposed 0

7. 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:

- Fence staining
- Monuments

- Flagpoles
- Pet waste stations for the Retreat

8. 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 Melinda Jobst 7:45 pm. Approved 4/Opposed 0.

Motion to reconvene from executive session was made by Sloan Clack and seconded by Roger Elmore at 8:36 pm. Approved 4/Opposed 0

Motion to apply all attorney fees of \$12,929.00 to account #29454 was made by Sloan Clack and seconded by Roger Elmore. Approved 4/Opposed 0

Motion to accept Compliance Committee recommendation on account #28721 was made by Roger Elmore. Not seconded; motion fails.

Motion made by Melinda Jobst and seconded by Brenda Pearson to require homeowner #28721 to replace fence with fencing that complies with the Standard Fence Detail outlined in the ARC Guidelines. Homeowner must submit an ARC Application for review and approval before replacing the fencing. Homeowner must complete this project within 6 months and fine will be removed after completion. Approved 3/Opposed 1

Motion to approve homeowner #28926's ARC Application for wrought iron fencing if the fence style matches the iron fencing at the Woodlands Dog Park and is 5 ft in height was made by Sloan Clack and seconded by Brenda Pearson. Approved 4/Opposed 0


Motion to require homeowner #26298 to remove the flagpole installed on their property and waive fine after the flagpole is removed was made by Sloan Clack and seconded by Brenda Pearson. Approved 4/Opposed 0

Motion to uphold the Compliance Committee's recommendations on accounts #26157, \$26856, and #27288 was made by Sloan Clack and seconded by Roger Elmore. Approved 4/Opposed 0

8. Adjourn

Motion to adjourn at 8:55 pm was made by Sloan Clack and seconded by Roger Elmore. Approved 4/Opposed 0


Monica Gildea, Secretary


Date


Sloan Clack, President