

## **Sunrise Master Association**

### **BOARD OF DIRECTORS MEETING MEETING MINUTES**

*Sunrise Master Association Clubhouse*

**October 15, 2019 – 4:00 PM**

**BOARD OF DIRECTORS:**

Sloan Clack, Roger Elmore, Melinda Jobst, Brenda Pearson Monica  
Gildea - *Absent*

**Association Management:**

Debra Porter, HOA Community Solutions

1. Call to Order and Confirmation of Quorum: President Sloan Clack called the meeting to order at 4:00 pm. A quorum was achieved.
2. Consideration of Agenda- Add Personnel Matters to Executive Session.
3. Consent Agenda –
  - Approve August 26, 2019 Board Meeting Minutes
  - Approve September 17, 2019 Board Meeting Minutes
  - Approve Teufel Landscape's proposal to replace the irrigation clock located at the main office for approximately \$2,200 plus tax and payable from Reserves. This was previously approved by unanimous consent by the Board by email on September 26, 2019.
  - Approve Mary Linville's proposal to conduct an annual inspection of seven playsets within the Association for \$2,850. Follow up inspections would be \$125 per set. This was previously approved by unanimous consent by the Board by email on October 8, 2019.
  - Approve renewal of the 2019 -2020 Insurance policy proposed by HUB International. This was previously approved by unanimous consent by the Board by email on October 10, 2019.

**Motion** to approve the Consent Agenda as written was made by Roger Elmore, seconded by Brenda Pearson, and approved 4/0.

4. Financial Information:
  - September 2019 Financial Report was presented by Debra Porter.
5. Presidents Report/Development Update –
  - The Crossings
    - A buyer was found and is under contract
    - Permits will be final within next two weeks
    - Looking to start construction in April or May
  - The Madronas
    - Plat has been approved
    - Final permits in process
    - Looking for buyer
  - The Pines
    - Approvals have been received

- Ready to begin building
- South Sunrise
  - Preliminary plat is in for review
  - Plat 1 will be 6 phases, 400 lots
  - Engineering plans will be complete soon
- The Woodlands
  - Dog Park is complete
  - Signage to be added
- Lipoma Back Door Roadway
  - Meeting weekly
  - Discussing utilities installation
  - Signal to be installed where roadway makes a right angle
  - Should be complete by year-end
- Park
  - Submittals are into County
  - County commenting on sewer
  - No clear date on when it will come to life; hope to coordinate with Crossings
  - As soon as permits are approved, work will commence
- South Hill Development Sewer Easement
  - The County will not guarantee that Sunrise will retain all originally approved hookups. Without a guarantee, the SMA will not move forward with granting a sewer access easement because of the danger of hindering future development.

#### 6. Manager's Report

##### Maintenance:

- Fall colors were installed at monuments and bedding areas
- New mailboxes installed Savannah Ridge
- Broken mailbox replaced in Eagle Ridge
- Irrigation clock that was destroyed by a surge during the electrical storm was replaced
- Irrigation has been shut down and winterized

##### Administrative:

- The Community Relations Associate position is vacant as of October 15 and interviews are underway to find a replacement
- Budget Committee met several times and finalized the 2020 Budget Recommendation
- 2019-2020 Insurance Policy renewed

##### Security:

- Security Committee met to make a recommendation to the 2020 Budget Committee
- Off-duty Sheriff patrols have increased as the days are getting darker
- Owners are encouraged to be careful about package deliveries to discourage "porch pirates"

#### 7. Unfinished Business –

- Fountain Install – Electrician
  - One proposal was received and waiting on two additional proposals. Tabled until solid proposals are in hand.

#### 8. New Business

- Community Relations

- Website is in design phase
- Blood Drive – October 25<sup>th</sup>
- Trunk or Treat – canceled due to lack of interest. No money was spent.

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:*

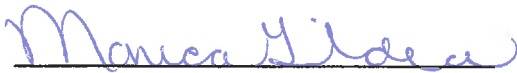
- The Ridge Sub Association

10. Executive Session

- **Motion** to recess into Executive Session at 5:23 p.m. per RCW64/38.035 to consider personnel matters and discuss matters involving possible violations of the governing documents of the association, made by Sloan Clack, seconded by Brenda Pearson, and approved 4/0
- **Motion** to adjourn executive session and reconvene regular session at 5:23 p.m., made by Sloan Clack, seconded by Brenda Pearson, at 5:45 pm., and approved 4/0.
- **Motion** made by Sloan Clack and seconded by Brenda Pearson to approve a 2.3% cost of living increase for the Accounting & Escrow Manager, through the HOA CS contract, pending approval of HOA CS principal, Juanita Carbaugh.
- **Motion** to table decisions on owner account #26483 and #27316 until November 2019 to research when flagpoles were grandfathered in, made by Sloan Clack, seconded by Roger Elmore and approved 4/0.
- **Motion** to accept Compliance Committee recommendation to waive the fine on owner account #27028, made by Sloan Clack, seconded by Brenda Pearson, and approved 4/0.

11. Adjournment

- **Motion** to adjourn at 5:50 pm was made by Sloan Clack, seconded by Brenda Pearson, and approved 4/0.

  
Monica Gildea, Secretary

  
Date

  
Sloan Clack, President