

Sunrise Master Association

BOARD OF DIRECTORS MEETING MEETING MINUTES

Sunrise Master Association Clubhouse

January 21, 2020 – 4:00 PM

BOARD OF DIRECTORS: Sloan Clack, Roger Elmore, Brenda Pearson. Absent was Monica Gildea

Association Management: Debra Porter & Melinda Jobst, HOA Community Solutions

Call to Order and Confirmation of Quorum: President Sloan Clack called the meeting to order at 4:03 pm. A quorum was achieved.

Consideration of Agenda

Motion to move agenda items 4a, 5, 8a2, 8a3, 8b, 8c, 8d, 8f to the end of the agenda due to . If unable to get to these items, they will be tabled for a future meeting or a consent in lieu. Motion made by Sloan Clack and seconded by Brenda Pearson. Approved 3/ Opposed 0.

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. November 19, 2019, Board Meeting Minutes
- b. December 04, 2019, Special Board Meeting Minutes
- c. Approve appointment of Angela Thomas to the Compliance Committee to fill the vacant position. Previously approved on December 3, 2019, by unanimous consent of the Board of Directors by email.
- d. Approve budget of up to \$650 for the Gift Wrap Station/Photos with Santa event to be held on December 15, 2019. Previously approved on December 10, 2019, by unanimous consent of the Board of Directors by email.
- e. Approve Pro-Vac proposal to clean the office and park catch basins and control structure not to exceed \$2,650.00. Previously approved on December 11, 2019, by unanimous consent of the Board of Directors by email.
- f. Approve appointment of Robert Quintanilla to the Architectural Review Committee. Previously approved on January 5, 2020, by unanimous consent of the Board of Directors by email.
- g. Approve Teufel proposal to provide snow plowing, applying granular ice melt, applying liquid ice melt, and shoveling only after receiving an email or text to proceed. All charges will be charged back to Emerald Pointe or Cambria owners for those communities as applicable. Previously approved on January 13, 2020, by unanimous consent of the Board of Directors by email.
- h. Approval Great Gates 2020 Gates Maintenance Contract of \$412 per year per gate (\$1,236). Service is conducted twice a year (\$206 per gate), to be paid from the Emerald Pointe account funded by the Emerald Pointe Specific assessment. Previously approved on January 14, 2020, by unanimous consent of the Board of Directors by email.

Motion to approve the Consent Agenda as written was made by Sloan Clack and seconded by Brenda Pearson. Approved 3/Opposed 0

2020 Landscaping contract

Motion to approve Teufel Landscape contract through 2020, made by Brenda Pearson and second by Roger Elmore Approved 3/Opposed 0

AAB Reserves CD Reinvestments

A \$205,000 thirteen-month CD held in the Reserve Fund is maturing on January 23, 2020. AAB has a special interest rate of 1.80% for 6-month CDs or CDs, which is currently the highest interest rate available with AAB.

Motion to purchase a \$205,000 6-month AAB CDARS at the special rate of 1.80% from funds held in AAB Maintenance Reserve account ending in 0280 made by Brenda Pearson and second by Roger Elmore. Approved 3/Opposed 0

Consideration to Grandfather Prior Owners into ACH – The Association is moving to all owners being billed annually.

No Motion made

Executive Session

Motion to recess into Executive Session at 4:29 p.m. per RCW64/38.035 to discuss matters involving possible violations of the governing documents of the association, potential legal actions, and homeowners indebtedness made by Sloan Clack and seconded by Brenda Pearson. Approved 3/Opposed 0

Motion to adjourn Executive Session and reconvene regular session at 5:05 p.m., made by Sloan Clack and seconded by Roger Elmore. Approved 3/Opposed 0

November 2019 Compliance Committee Recommendations

Motion to uphold the Compliance Committee Recommendation to allow homeowner account #26182 a variance to keep the fence in its original location but uphold the \$30 fine. Motion made by Sloan Clack and second by Brenda Pearson. Approved 3/Opposed 0

Motion to reject the Compliance Committee Recommendation to allow homeowner #27104 a Hardship Exception to the Rental Ceiling. Homeowners will be allowed 90 days to remove the tenant. Motion made by Sloan Clack and second by Roger Elmore. Approved 3/Opposed 0

Homeowner Violation of Governing Documents

Homeowner account #27036 – Teufel completed a report on the community wide standard for maintenance of lots of this type. On advice from the Association's attorney, more details should be included on the report and a proposal should be provided to bring the lot to community wide standards. Debra will discuss with Amanda.

Owner indebtedness: Hardship Request

Motion to approve homeowner # 27227 request to pay their 2020 assessment late on June 1, 2020, due to extreme hardship. This is conditional on all late fees being charged monthly, a notice of delinquency to be sent 60 days prior to June 1, 2020, a Notice of Intent to Lien to be sent 30 days prior to June 1, 2020, and a lien filed immediately if the deadline is missed. If the 2020 Assessment is paid by June 1, 2020 as agreed, the late fees will be waived. Motion made by Sloan Clack and second by Brenda Pearson. Approved 3/Opposed 0

Collections Attorney Report & Actions

Motion to deny request by homeowner account #26342 for waiver of interest and late fees totaling \$704.68, allowing a credit on his account. Motion made by Sloan Clack and second by Brenda Pearson. Approved 3/Opposed 0

Motion to have Valerie Oman with Condominium Law Group mail a second demand letter notifying the homeowners with account #27139, #27434, #27384, #27101, #27633, #26745, #27295, #27796/#30249, #26180, #27809/#30274, #27834/#30300, #26806, #26984, and #27905/#30382 that if there is no response, the only option the Board will have left is to move forward with a foreclosure against their home. Letters will be sent for a flat fee of \$100 per homeowner. Motion made by Sloan Clack and second by Brenda Pearson. Approved 3/Opposed 0

Motion to have Valerie Oman of Condominium Law Group to file a lawsuit to foreclose on the Association's lien against the property and also asking for a personal judgment against the owner of accounts #29211, and #26449, for a flat fee \$1,800 plus costs of approx. \$1,500- \$2,000. Motion made by Sloan Clack and second by Brenda Pearson. Approved 3/Opposed 0

Adjournment

Motion to adjourn at 5:20 pm was made by Sloan Clack and seconded by Brenda. Approved 3/Opposed 0

Monica Gildea, Secretary

Date

Sloan Clack, President