

Sunrise Master Association

BOARD of DIRECTORS – BOARD MEETING

Minutes

Sunrise Master Association Clubhouse

May 20, 2009 – 6:00 PM

Board of Directors

**Sloan Clack, Lou Loran, Ed Moersch, Tony Sims
(absent), Eric Corliss**

Assoc. Management:

Angie Orr, Judy Nordstrom

1. Call to Order and Consideration of Agenda- Sloan

6:05pm Meeting is called to order

2. Review & Approval of Meeting Minutes

- a) Review & Approval of April 15th, 2009 Working Session Minutes
Ed moved to approve minutes
Sloan seconded
Motion passes 4-0
- b) Review & Approval of April 15th, 2009 Executive Session Minutes
Sloan moved to approve with minor changes discussed by Board
Ed seconded
Motion passes 4-0
- c) Review & Approval of April 29th, 2009 Special Session Minutes
Ed moved to approve minutes
Eric seconded
Motion passes 4-0
- d) Review & Approval of April 29th, 2009 Executive Session Minutes
Ed moved to approve minutes
Sloan seconded
Motion passes 4-0
- e) Review & Approval of May 15th, 2009 Special Session Minutes
Eric moved to approve minutes
Ed seconded
Motion passes 4-0
- f) Review & Approval of May 15th, 2009 Executive Session Minutes
Sloan moved to accept minutes with changes discussed by Board
Ed seconded
Motion passes 4-0

3. Financial Information and Updates- Angie

Board reviewed March 2009 Financials

Replacement reserves are being made monthly

Delinquencies are up \$5000 from February 2009 (\$3,500 is attorney fees)
Board discusses that 196 homes are delinquent which is 1 in 6 homes, several (71 people) which are \$39 past due or less
It was discussed that the ½ time person that will start for CDC June 1st could be responsible for contacting those 71 people to encourage payment/clean up, and making this their priority

4. Homeowner Comment Period and Open Forum

Mr. Craig Hill- 16015 136th Ave E, Eagle Ridge

Issue- Free Standing Flag Poles

Mr. Hill presented the Board with a letter regarding his view on the Free Standing Flag Pole ARC Guidelines

Presented a proposal for Board review and consideration

Having a flag is very important to Mr. Hill, him and his wife are both Veterans, wife is active duty

The cost of an average Free Standing Flag Pole as presented by Mr. Hill is \$2500

Mr. Hill states the the definition in the RCW's regarding this issue is unclear

Mr. Hill would like the Board to review his letter and proposal

2nd Issue – Initial letters being sent to homeowners from CDC and Board -

Mr. Hill feels as though the letters are too abrasive

The 1st warning letter should not be so harsh, should be more of a gentle warning

He suggests looking at the letters that are being sent out and take a different approach on the 1st warning which will also benefit Angie in the long run

5. Financial Information and Updates- Angie

Board reviewed the Update of Late Fee Waivers handout

Majority of late fee waivers were new homeowners buying foreclosed homes

CDC is responsible for monitoring home sales every 2 months to assure new homes are being billed at the time of purchase

Board reviewed handout of Attorney Collection Status Report

So far this year we are \$1000 ahead

6 accounts in the last 4 months have been paid off in full

No new accounts have been sent to the attorney due to the Board consideration and decision to use the SABA collection agency for some new delinquent accounts

6. Unfinished Business

Board reviewed ARC Non-Compliant Homeowner Items

May 9th, 2009 was the deadline for letter

ARC set June 9th, 2009 at 12:30 as the ARC Review Committee meeting to go over all responses that have been sent
Board comments that this date will have to change, the ARC Committee will have to meet before this because of the 30-day period that was given to homeowners
Angie is to set a new date for this Committee wherein response letters must be mailed within 30-days from May 9th. No later than June 9th, 2009.
Approximately 150 letters were sent out with an approximately 80% response
Majority of the homeowners understood the reasoning behind the letter. The main concern of most homeowners is why this is happening now, when many of these issues could have been addressed years ago
Sloan suggests categorizing each violation response letter for the ARC Committee to expedite review and decision

Reviewed changes made to the Collection Policy- Judy

6.7 CCR confirms Delinquent Balance Charge

Board reviews the 6.13.030 handout

Judy confirms that this policy is standard for other communities that CDC is contracted with.

This late fee policy is what Judy recommends and states it is standard in other communities. The \$25 fee is standard for most communities and master planned community that CDC is contracted with

Sloan moved to approve the Collection Policy with changes noted in Board discussion at April 29, 2009 meeting

Ed seconded the motion

Motion passes 4-0

Mailbox Replacement Update

Pedestals have been installed

Waiting for the Post Office to give the go-ahead

The date for the new mailboxes to be installed is tentatively June 1st, 2009

They will be removed and installed one sub-division at a time

It is anticipated that homeowners will not miss more than one day of mail

Post Office will send a letter to all homeowners; Barbara will notify Angie at that time, Angie will do an eblast to that neighborhood

New keys will go in the old mailbox

Board discussed that people may be on vacation and the concern of them not receiving their new key on time is an issue

Sloan updates the Board on the Saito/Boutwell liens

Sloan spoke with Jim @ CDC regarding this matter; he will be contacting Sloan and the Board for an update within 60 days

Sloan updates Board on Wade Letter

The Board is involving Judy Nordstrom and Jim Comin on this issue. Resolution is pending.

7. New Business

Angie updates Board on the 2009 Reserve Study

Contract has been signed to do the Reserve Study

50% down payment is required

Angie is getting all info requested to them by Friday May 22nd, 2009; at that point they will contact Angie for site visit

June 3rd 8:30am Sloan and Angie will meet to go over Reserve Study

Contract price is \$2020 with a 10 week turnaround (\$180 under budget)

ARC Guidelines of Grand Firs Copyright Issue

Board has been notified that this is a duplicate of Sunrise ARC Guidelines

Ed moved to seek legal counsel to determine our position on this issue, the issue being that the Grand Firs ARC Guidelines appear to be a duplicate of Sunrise

ARC Guidelines; legal counsel fees should not exceed \$500

Eric seconds the motion

Motion Passes 4-0

CDC hired ½ time person Gina Buchanan who will start June 1st, 2009 and will work 9am-1pm Monday – Friday through November 30, 2009.

CDC Contract

Terms of the contract as discussed in the prior Board meeting, however with regard to the outstanding issue of a rate increase, contractually, it has been limited to CPI or 2% lesser of the 2 effective in June 2010

Jim Comin will be signing the contract then forward to Sloan

Board recommends that Angie check the landscaping contract to make sure that mowing and edging is in the contract is being completed per the terms of the contract. It seems as though edging is not being completed.

Sloan moved to adjourn Board Meeting- 7:24pm

Eric Seconds

Motion Carried 4-0

Approved.

Date: 7/15/09


Sloan Clack, SMA Board President


Lou Loran, SMA Board Secretary/Treasurer