



Board of Directors Meeting

January 19, 2021, 4:00 PM

ZOOM MEETING

Minutes

A regular meeting of the Sunrise Master Association Board of Directors was held January 19, 2021 by Zoom. Present were Directors: Sloan Clack, Monica Gildea, Brenda Pearson and Jordan Schenk. Roger Elmore joined at 4:50 p.m. Also present was Debra Porter and Angel Smalling, HOA Community Solutions.

The meeting was called to order at 4:06 p.m. by Sloan Clack with quorum achieved.

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 in new business.

The following items are submitted for Board approval:

- Approval of December 15, 2020 Sunrise Board Meeting Minutes
- Emerald Point Mailbox Replacement
- The Arbors Mailbox Replacement
- Settlement Offer Account #27925
- Dangerous Tree Removal

Motion to approve the consent agenda was made by Brenda Pearson, seconded by Monica Gildea. Approved 4/0

Financial information for December 2020 was presented by Debra Porter

President's Report/Development Update was presented by Sloan Clack.

- The Crossings – Sale will finalize February 4, 2021.
- The Madronas – Currently under contract with closing expected in April 2021.
- The Pines – Out for Proposals. Expected to begin construction in March 2021.
- Liberty Ridge – East Sunrise Area, locations 30 & 19 on the progress map. Approximately 176 lots in two phases and is in preliminary plat review.
- South Sunrise – Locations 29, 22, & 23 on the progress map. Area 29 is being excavated for the pond to serve South Sunrise, which will consist of approximately 800 lots once complete. There is quite a bit of groundwork to do, so this is an extended plat plan.
- Sunrise Park – Taking shape nicely. This will be a beautiful community amenity and the declarant is very excited to bring this to Sunrise. There will be some maintenance and security challenges to tackle.
- Emerald 80 Apartments – Development is moving along.
- Emerald Point “East” Townhomes – These are well under construction.
- Emerald Point “West” Townhomes – Construction is under way. The developer is creating a sub association for these townhomes. This will not be part of the Emerald at Sunrise Homeowners Association.



Lennar was gracious in allowing Sunrise Master Association to review the CCRs. We are grateful for that.

- Glacier Run – Phase 2 is moving along, and they believe that most of the buildings will be ready for occupancy in 2021.

Management Report was given by Debra Porter.

Mailbox Security

Motion to approve up to \$2,500 to install locking nuts on 114 mailboxes. Made by Brenda Pearson, seconded by Monica Gildea. Approved 4/0

2021 Assessment Hardship Payment Plans

Motion to allow Association Management to accept payment plans that will pay the accounts off in full by June 30, 2021. Any plans that would extend past June 30, 2021 would need Board approval.

Each payment plan must contain notice to the owner that should they fail to keep the plan, all waived fees will be reinstated, a lien will be placed on the home and the account may be forwarded to a third-party collections attorney. Further, all associated legal fees and costs to collect will be charged to the homeowner account the these include, but are not limited to, the lien recording fee and costs of attorney time for monitoring the account, mailing notices, and filing lawsuits for foreclosure and personal judgement.

Payment plans are onetime only and owners are encouraged to continue making payments toward the 2022 assessment.

Motion made by Monica Gildea, seconded by Brenda Pearson. Failed 0/4

Executive Session

Motion to move to Executive Session at 4:43 p.m. per RCW 64.38.05(4) to discuss matters involving possible violations of governing documents and matters involving the possible liability of owners to the association. Made by Brenda Pearson, seconded by Monica Gildea. Approved 4/0

Motion to reconvene regular session at 5:10 p.m. Made by Roger Elmore, seconded by Monica Gildea. Approved 5/0

Compliance Committee Recommendations

Motion to uphold Compliance Committee decision on account 26831. Fine of \$30 is valid and stands. Made by Sloan Clack, seconded by Brenda Pearson. Approved 5/0

Motion to uphold Compliance Committee decision on account 26676. Fines of \$210 are valid and stands. Made by Sloan Clack, seconded by Monica Gildea. Approved 5/0

Motion that homeowner account 27217 submit ARC application within 30 days for approval of the tree species and tree location. The application must contain the neighbor's signature. Made by Sloan Clack, seconded by Roger Elmore. Approved 5/0

Motion to accept payment plan for homeowner account 26321 of \$150 per month with a waiver of late fees if payments are made as agreed. Should the owner fail to make

agreed upon payments, all waived fees will be reinstated, a lien will be placed on the home and the account may be forwarded to a third-party collections attorney. All associated legal fees and costs will be charged to the homeowner account and these include but are not limited to lien filing fees and legal fees for monitoring the account, mailing notices, and filing lawsuits for foreclosure and a personal judgement as required by the Board of Directors. The payment plan is a onetime offer, and the homeowner should continue to make payments to pay ahead for 2022. Made by Sloan Clack, seconded by Monica Gildea. Approved 5/0

Motion to offer owner of account number 33563 a payment plan of \$110 down and \$150 per month with waiver of late fees if payments are made as agreed. Should the owner fail to make agreed upon payments, all waived fees will be reinstated, a lien will be placed on the home and the account will be forwarded to a third-party collections attorney. All associated legal fees and costs will be charged to the homeowner account and these include but are not limited to lien filing fees and legal fees for monitoring the account, mailing notices, and filing lawsuits for foreclosure and a personal judgement as required by the Board of Directors. The payment plan is a onetime offer, and the homeowner should continue to make payments to pay ahead for 2022. Made by Sloan Clack, seconded by Roger Elmore. Approved 5/0

Motion to accept payment extension of account 31400 until February 15, 2021 for the 2021 Annual Assessment with 25% down within 30 days. Extend the due date to February 15, 2021 with the waiver of late fees should payments be made as promised. Should the owner fail to pay by February 15, 2021 all waived fees will be reinstated, a lien will be placed on the home and the account will be forwarded to a third-party collections attorney. All associated legal fees and costs will be charged to the homeowner account and these include but are not limited to lien filing fees and legal fees for monitoring the account, mailing notices, and filing lawsuits for foreclosure and a personal judgement as required by the Board of Directors. The payment plan is a onetime offer, and the homeowner should continue to make payments to pay ahead for 2022. Made by Sloan Clack, seconded by Monica Gildea. Approved 5/0

Motion to amend by striking the words “with 25% down within 30 days.” Made by Sloan Clack, seconded by Monica Gildea. Approved 5/0

Amended motion to accept deadline extension for account 31400 until February 15, 2021 with a waiver of late fees should payment be made as promised. Should the owner fail to pay by February 15, 2021 all waived fees will be reinstated, a lien will be placed on the home and the account will be forwarded to a third-party collections attorney. All associated legal fees and costs will be charged to the homeowner account and these include but are not limited to lien filing fees and legal fees for monitoring the account, mailing notices, and filing lawsuits for foreclosure and a personal judgement as required by the Board of Directors. The payment plan is a onetime offer, and the homeowner should continue to make payments to pay ahead for 2022.

Next meeting will be, February 16, 2021, 6:00 p.m.

Adjournment



Motion to adjourn at 5:17 p.m. Made by Sloan Clack, seconded by Roger Elmore.
Approved 5/0

Approved:

Sloan Clack, President

Date

Monica Gildea, Secretary

Date





Board of Directors Consent Agenda

January 19, 2021

BOARD OF DIRECTORS: Sloan Clack, Monica Gildea, Roger Elmore, Brenda Pearson, Jordan Schenk

ASSOCIATION MANAGEMENT: Debra Porter, Angel Smalling, HOA Community Solutions

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.

The following items are submitted for Board approval:

- a. Approval of December 15, 2020 Sunrise Board Meeting Minutes
- b. Emerald Pointe Mailbox Replacement - Approve replacing stolen box with a new 16 door box at a cost of \$2,060.63 payable from Reserves. Previously approved by unanimous consent of the Board of Directors by email on December 17, 2020.
- c. The Arbors Mailbox Replacement - Approve replacing stolen box with a new custom engraved 12 door box at a cost of \$2,185.91 payable from Reserves. Previously approved by unanimous consent of the Board of Directors by email on December 28, 2020.
- d. Settlement Offer Account #27925 - Approve settlement offer of \$6,160 to release the sellers/current owners from personal obligation. All balances over \$6,160 on the current owner ledgers would be waived. The purchaser would be responsible for the conveyance fee of \$670 and the 2021 Assessment of \$670. The purchaser would also be responsible for the HOA Community Solutions transfer fee of \$150. Further, if the sellers/current owners represented by account 27925 jointly or singly, purchase a home within Sunrise in the future, they will be responsible for any fees or costs that were waived. Previously approved by unanimous consent of the Board of Directors by email on January 4, 2021.
- e. Dangerous Tree Removal - Approve Jeff Fetter proposals to remove dangerous trees behind four homeowner lots for \$2,450. Previously approved by unanimous consent of the Board of Directors on January 7, 2021.