



## **Board of Directors Meeting Minutes**

**April 20, 2021**

A regular meeting of the Sunrise Master Association Board of Directors was held April 20, 2021, by Zoom. Present were board members Sloan Clack, Monica Gildea, J.K. Morgan, Brenda Pearson, and Jordan Schenk. Also present were Debra Porter, Angel Smalling, Ashley Willey, HOA Community Solutions.

The meeting was called to order by President Sloan Clack at 4:00 p.m. with a quorum met.

### **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:

- Approval of February 18, 2021, Sunrise Board Meeting Minutes
- Approval of March 16, 2021, Sunrise Organizational Board Meeting Minutes
- Approve Jeff Fetter quotes totaling \$1,200 to remove dangerous trees from common areas in three locations. Approved by unanimous consent of the Board of Directors on February 23, 2021.
- Approve The Mailbox Guy proposal of \$3,819.03 to replace two vandalized CBU mailboxes located on 170<sup>th</sup> Street in Southwood. Approved by unanimous consent of the Board of Directors by email on March 12, 2021.
- Approve Great Gates invoice for \$6,344.87 to purchase 150 remotes for the Emerald Pointe Gates. This is reimbursed to the Association by owners who request remotes. Unanimously approved by the Board of Directors by email on March 16, 2021.
- Approve Brightview proposal for \$22,335.08 payable from Reserves to replace the failed irrigation booster pump located at 134<sup>th</sup> and Sunrise Boulevard with an above ground variable speed pump. Approved by unanimous consent of the Board of Directors by email on March 29, 2021.
- Appoint 2021 Event Committee members: Melissa Blattler, Jackie Corchero, and Donna Drumm. Unanimously approved by the Board of Directors by email on March 24, 2021.
- Compliance Committee Recommendations:
  - Approve waiver of fine account 33531 if owner signs up for electronic communications.
  - Approve upholding all cited violations account 27084.
  - Approve upholding all cited violations account 28926.
  - Approve one-time hardship payment plan account 33749.
  - Approve one-time hardship payment plan account 28948.
  - Approve one-time hardship payment plan account 32082.
  - Approve one-time hardship payment plan account 29777.
  - Approve one-time hardship payment plan account 32198.
  - Approve one-time hardship payment plan account 30988.
  - Approve one-time hardship payment plan account 33592.

Approved by unanimous consent of the Board of Directors by email on March 24, 2021.

- Approve Apex Engineering invoice in the amount of \$1,605.00 for review and provide design options to repair the failed North Rim storm water facility. Unanimously approved by the Board of Directors by email on March 29, 2021.
- Approve Variance to the ARC Guidelines Chapter 4D "Portable basketball backboards must be stored out of site when not in use." Variance is as follows:

*Portable basketball backboards (hoops) may be visible from the street between May 1st and September 30th, 2021 if they conform to the following requirements:*

- *Must be located entirely on an owner's private lot.*
- *Must be located at least 15 feet back from the right of way.*
- *Must be in good condition and well-maintained (as defined below)*
- *May not be placed on common areas, streets, or sidewalks.*

*Portable basketball hoops that are no longer in good condition or well-maintained will be deemed to be in disrepair. Good Condition and Well-Maintained is defined as having a new or like new appearance, no rusty metal, peeling paint, no missing, bent, or broken components, no graffiti and bases must be functioning as originally intended (i.e., hold water or sand) and do not require weighted materials stacked on them. Any of these specific items or other compromising and/or undesirable conditions would deem the basketball backboard (hoop) in disrepair. If deemed to be in disrepair, owners will be subject to the Enforcement Policy procedures.*

Approved by unanimous consent of the Board of Directors by email on April 6, 2021.

**Motion** to accept the Consent Agenda items as written. by J.K. Morgan, seconded by Brenda Pearson. Approved 5/0.

March 2021 Financial Information was presented by Debra Porter.

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

- The Crossings – Lennar has already sold 12 lots. Fencing is in and soon to be stained, weather dependent. Landscaping is close to finished.
- The Madronas – Richmond American is purchasing many of the lots and the sale will close in May. Fencing is in and will be stained soon, weather dependent. Landscaping is in progress.
- The Pines – Will be sold as a paper plat and the sale is under contract. Will work with the purchaser to ensure plat conforms as it is brought to life.
- Emerald Pointe East Townhomes – Well under way with most buildings either finished or in progress.
- Emerald 80 Apartments – Construction is occurring rapidly.
- Emerald Pointe West Townhomes – Roads are in and foundations are in progress.
- Sunrise Park – The landscaping is near completion, and the park equipment is installed. The developer will be turning over the park to the Association in late Spring or early Summer. The splash pad will likely not come online this year since the landscaping needs time to establish. The Association will be addressing maintenance and security needs.
- South Sunrise – The pond is being dug out. Preliminary application has been submitted for the South Sunrise West division.
- Day Break to the South East of Sunrise will be connecting to the Sunrise Master sewer. Construction to install sewer lines is occurring between Day Break and the South Sunrise Pond area.
- Liberty Ridge is in the planning stages.

The Management Report was given by Debra Porter

#### Administrative

- New Association Property Manager – Ashley Willey
- New Event Committee Appointed
- Annual Meeting held on 3/16
- The Crossings was added
- Emerald Pointe West added
- 2020 Audit in progress

#### Events

- Food trucks onsite – increasing to about 2 per week
- Easter Egg Scavenger Hunt – Lots of volunteers! Thank you!

#### Security

- Reports of car prowls in February and patrols increased
- Security Committee met in April
- Patrols increased for Spring Break
- Reports of thefts from construction sites

#### Grounds

- Locking nuts installed on mailboxes
- Flowers installed at monuments and office
- Vandalized mailboxes replaced in Southwood
- North entrance pond light fixture replaced under warranty
- North Rim dispersion trench proposals to repair being sought
- Mailbox replacement proposals sought for North Rim, Rim, Eagle Ridge, Cambria
- Silverwood playset damaged components replaced
- Grounds fertilized

#### Emerald Pointe

- Graffiti removed
- Split rail fencing repaired – twice
- Masonry proposals to repair stone facades sought
- Pedestrian gate hinge broken and replaced
- Squeaky main gate – reported to gate repair co.

#### Executive Session

**Motion** to move to Executive Session at 4:30 p.m. to consider personnel matters, matters involving possible violations of the governing documents of the association, and matters involving the possible liability of owners to the association, made by Brenda Pearson, and seconded by Monica Gildea  
Approved 5/0

**Motion** to reconvene Regular Session at 5:30 p.m. made by Sloan Clack and seconded by Brenda Pearson. Approved 5/0

**Motion** to accept the Compliance Committee recommendations for homeowner accounts 26318, 32191, 26564, and 37579, made by Brenda Pearson and seconded by Sloan Clack. Approved 5/0

**Motion** to require homeowner account 26534 to either remove the unapproved improvements made to the lot or to submit engineered onsite infiltration to collect runoff from the improvements for approval of the ARC, made by Sloan Clack and seconded by Monica Gildea. Approved 5/0

**Account 27235** is tabled until the next meeting. Debra Porter is to contact Valerie Oman about success of a foreclosure suit.

**Motion** to have Debra Porter request that Condominium Law Group waive fees equal to half the owners remaining balance of account and the Association will do likewise. If this is rejected, close the legal file, and notify the owner that the lien will remain in place until the outstanding balance and lien release fee is paid in full. made by Sloan Clack and seconded by Jordan Schenk Approved 5/0

**Motion** to approve payment plan for account 29212 as recommended by Condominium Law Group. made by Brenda Pearson and seconded by J.K. Morgan Approved 5/0

**Motion** to approve personnel recommendation, made by Brenda Pearson and seconded by J.K. Morgan. Approved 5/0

The next Board Meeting is scheduled for May 18, 2021, at 6:00 p.m., by Zoom. The Regular June Board meeting is cancelled. A Special Meeting will be held in June to discuss the new Sunrise Park onboarding plans.

The meeting was adjourned by President Sloan Clack at 5:37 p.m.

Approved:

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Sloan Clack, President

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Date

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Monica Gildea, Secretary

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Date