



Board of Directors Meeting

July 20, 2021

Minutes

A regular meeting of the Sunrise Master Association Board of Directors was held, July 20, 2021 by Zoom. Present were directors Sloan Clack, Monica Gildea, Brenda Pearson, and Jordan Schenk. Absent was JK Morgan.

Also present were Debra Porter, Angel Smalling, and Aschley Willey, HOA Community Solutions.

The meeting was called to order at 6:03 p.m. by Sloan Clack with quorum achieved.

Motion to add discussion of Homeowner Complaint about Trees to the end of new business, item 7.d., made by Sloan Clack, seconded by Brenda Pearson. Approved 4/0

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.

The following items are submitted for Board approval:

- a. May 18, 2021, Sunrise Board Meeting Minutes
- b. Jeff Fetter bid of \$2,200 to remove three leaning cottonwood tree threatening a homeowner's property at 16905 132nd Ave E. Previously approved by email by the Board of Directors on May 25, 2021.
- c. Mailbox Guy's proposals to replace four (4) CBUs in The Rim for \$6,978.65 and five (5) CBUs in the North Rim for \$8,929.38, for a total of \$15,908.03, payable from Reserves. Previously approved by unanimous consent of the Board of Directors by email on May 27, 2021.
- d. Pacific Outdoor Products proposal of \$2,029 to replace a slide at the playset in the Emerald Pointe Park. Previously approved by unanimous consent of the Board of Directors by email on June 23, 2021.
- e. RW Anderson estimate not to exceed \$2,471 for repairs of the Emerald Pointe playset, to include installing and disposing of the new slide, replacing and tightening bolts, securing loose boards, sanding rough boards, and securing the loose steering wheel. Previously approved by unanimous consent of the Board of Directors by email on June 23, 2021.
- f. Fourth of July Bike Parade Event to be held in the North Rim. Up to \$300 for goody bags, treats and decorations for lead car. Previously approved by unanimous consent of the Board of Directors by email on June 24, 2021.
- g. Emergency irrigation repair by Teufel Landscape at 134th and 157th, not to exceed \$3,170.00. Previously approved by unanimous consent of the Board of Directors by email on June 24, 2021.
- h. Proceed to Sheriff's sale in the suit versus homeowner account 27834. Previously approved by unanimous consent of the Board of Directors by email on June 25, 2021.
- i. Jeff Fetter estimates of \$3,700 to remove dangerous trees from common areas located behind 11808 172nd St Ct E, 11828 172nd St Ct E, 16204 132nd Ave E, and 18406 118th Ave Ct E. Previously approved by unanimous consent of the Board of Directors by email on July 7, 2021.

- j. Emergency repair of electrical panel located at 134th and Sunrise Boulevard estimated at \$5,027. Included is estimate by Reliable Electric of approximately \$4,475. This covers the required permit, labor and materials to include installing a new meter base, pulling in heavier wiring required to meet code, and installing a new disconnect. Also included is PSE charges of \$552 to reconnect power. Previously approved by unanimous consent of the Board of Directors by email on July 7, 2021.
- k. Teufel proposal to clear the Eagle Ridge Detention Pond for \$4,618.24. Previously approved by unanimous consent of the Board of Directors by email on July 16, 2021.

Motion to approve the consent agenda made by Brenda Pearson, seconded by Monica Gildea. Approved 4/0
Financial Information for June 2021 was presented by Debra Porter.

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

- The Crossings- Fencing is all installed. The majority of the lots have been purchased by Lennar, Azure, and High Country Homes.
- The Madronas- Perimeter fencing has been installed. Landscaping has been installed. The majority of the units were purchased by Richmond American Homes and negotiations are in process on the remaining 40 lots.
- 180th- Last bit of pavement is going in at the East end of the road.
- The Pines- The parcel is under construction should be going vertical around the end of the year. Discussions are in process regarding perimeter fencing on the hillside area bordering the arterial. The steep slope will make maintenance by the Association difficult to do, so it is possible that it will be fencing that meets the requirements of common area wood fencing but is maintained by the owner.
- Uplands/Tarragon- Grading is in progress for the completion of the roadway at the end of 184th.
- Liberty Ridge- In for preliminary plat review. The parcel will be sold for development.
- South Sunrise- Sewer line that will connect to Daybreak is 75% completed.
- South Sunrise Ponds – Still in process of dirt removal. The developer has received complaints about dust and is watering it regularly, but it is a difficult to control the dust with the hot and dry weather.
- Pond 43 – Located behind Deer Ridge needs refurbished at a cost of about \$3 million. A plastic liner will be installed for longevity.
- Sunrise Park- Near completion awaiting permits to finish the bathrooms.
- Multifamily behind new park – 124 apartment units in planning as a next project.

Management Report was given by Debra Porter

Community Relations / Events Committee

- July 4th Bike Parade
- Food Trucks –
 - Hot Corner, Fat Zach's, Uncle Mikes, and Pecos Pit
 - There were a few cancellations due to weather
 - Becoming a bit more difficult finding participants, possibly due to reopening of venues
- Future Events
 - Park Kick Off
 - Harvest-fest
 - Winterfest

ARC/CCR Related

- 37 applications were uploaded to the ARC and 43 decisions were made and conveyed to owners.
- June -32 new noncompliance notices were opened, 13 escalated, 1 reopened, and 36 closed.
- Daily monitoring of continuous violations / daily fines

Grounds/Vendors

- Landscape & Irrigation
 - Severe heat and dry weather brought problems to surface quickly
 - Irrigation clocks were tampered with and turned off
 - Break at 134th & 157th
 - Break at 168th & Sunrise by Pierce County when they installed a street sign
 - Pump failures at Office (due to electrical outage), The Retreat (both), and 168th & Sunrise Boulevard
 - Electrical power outage at 134th & Sunrise caused a large segment of the boulevard to have no power
 - Recovery will be slow now that the grass is dormant
- Storms/Dangerous Tree Removal
- AC Failure at Clubhouse
- Mailbox mapping issues continue for The Madronas and The Crossings
- New mailboxes approved for Cambria, Eagle Ridge, The North Rim, and The Rim
- Concrete fence installation
 - Cambria in process
 - 168th to Greenbelt
 - West side of 168th
 - Office and Cambria Drains Cleaned (approved in 2020)
 - Several small issues repaired (signs, dog waste stations, etc.)
- Concrete fence damage reviewed
- Office exterior & Clubhouse exterior and interior painting proposals obtained
- Emerald Pointe
 - Masonry repairs bid obtained and additional being sought
 - Playground slide ordered, but incorrect part
 - Gate operators for main entrance and central townhomes installed
 - Construction workers causing faults at sensor loop
 - Curb painting proposal obtained and additional being sought
 - Sewer jetting proposal obtained and additional being sought
- North Rim Dispersion Trench repair – a proposal has been sought but there is no new news

Park Kick Off Event

Due to permit delays for the restrooms, the kickoff event originally planned for August 25th will be postponed to possibly a Harvest Fest. If the bathrooms are complete in time for the Splash Pad to be turned on, the Association may do a soft opening.

Fence Staining at the Arbors and Deer Ridge

Motion made by Sloan Clack, seconded by Monica Gildea to approve Leo Transformations proposal of \$23,710.00 plus tax to prep and stain the common area fencing at Deer Ridge and The Arbors, payable from Reserves. Approved 4/0

2021 Landscape Contract

Motion made by Sloan Clack, seconded by Brenda Pearson to approve Teufel Landscape Contract for period beginning July 1, 2021, and ending December 31, 2022, not to exceed \$543,936.00 plus Washington State sales tax. Approved 4/0

Homeowner Complaint about Trees in Greenbelt

Motion made by Jordan Schenk, seconded by Brenda Pearson to not remove trees located in the green belt behind home of owner account 26258. Approved 4/0

20-Minute Open Forum and Homeowner Comment Period

- Suzie Friedlander, 12803 168th asked if the Community Center buildings will be refurbished. The community center will be relocated to the new park and a new building constructed.
- Myrtle Johnson, 15727 133rd Ave E, asked about trees located on common areas that may fall into a homeowner lot. Trees are a benefit to the owner that lives next to them. Additionally, trees located in wetlands, and other open tracts cannot be removed unless they are deemed dangerous as defined by specific language set forth by the County. The Association is not able to control the weather or other forces that may cause a tree or part of a tree to fall and typically tree damage caused by tree fall onto a private lot, no matter the owner, is the responsibility of the owner whose lot is damaged. Homeowners should discuss potential damage by trees with their insurance provider.
- Joseph Shen, 16008 136th Ave E asked if he needed approval to remove a willow tree from the yard. He was advised to contact Ashley Willey at Sunrise Master Association office for assistance with an ARC application.
- Myrtle Johnson asked if the Association has considered replacing the basketball goals at the park located at 134th and Sunrise. This is not currently being considered, but the Association will consider it in the future.

Motion made to move to closed Executive Session at 7:18 p.m. by Sloan Clack, seconded by Jordan Schenk. Approved 4/0

Motion to reconvene Regular Session at 7:52 made by Sloan Clack, seconded by Monica Gildea. Approved 4/0

Compliance Committee Recommendations

Motion made by Sloan Clack, seconded by Brenda Pearson to reject the recommendation of the Compliance Committee in the matter of account 34139. Homeowner must submit a complete ARC application, obtain ARC approval, and comply with any ARC conditions. Once the owner has done so, a waiver of the fine may be sought. In the meantime, the due process schedule will be adhered to and additional fines may be applied to the account until the owner is in compliance. Approved 4/0

Motion made by Brenda Pearson and seconded by Monica Gildea to support the Compliance Committee recommendation in the matter of account 38444. If the home remains vacant, no fines will incur. If the home is rented out prior to the one-year homeowner occupancy period, the due process schedule will be adhered to and fines of up to \$30 a day will be applied to the account. After the one-year owner occupancy period, owner must comply with all leasing restrictions or fines may continue. Approved 4/0

Motion made by Monica Gildea, seconded by Jordan Schenk to modify the Compliance Committee recommendation in the matter of account 26329. A hardship waiver will be granted to allow the vehicle to be parked on the lot, backed onto the driveway. If any other violations are noted in the future, including but not

limited to running a business from the home or parking of non-standard vehicles, the waiver is rescinded, and the due process fines schedule will continue. Approved 4/0

Condominium Law Group Collections Accounts

Motion made by Sloan Clack, seconded by Monica Gildea to proceed to a Sheriff's Sale in the matter of the delinquency of owner account 26387 at a cost of roughly \$2,000. Approved 4/0

Motion made by Sloan Clack, seconded by Brenda Pearson to alter Condominium Law Group counter proposal in the matter of the delinquency of owner account 26345, and counter instead with a payment plan of \$250 per month for six months and \$400 per month thereafter until June 30, 2022, at which time payment is due in full. Ongoing late fees and interest will be waived from the date of the first payment forward. After completion of the payment plan, the remaining late fees will be waived. All waived amounts will be reinstated if the owner falls behind again within one year of bringing the account current. Ongoing legal fees will be added to the owner's ledger and collected as part of the payment plan. Approved 4/0

Motion made by Sloan Clack, seconded by Monica Gildea to proceed with Sheriff's sale in the matter of homeowner 27235 at a cost of roughly \$2,000. Approved 4/0

Next Board Meeting is August 17, 2021.

Adjournment – President Sloan Clack adjourned the meeting at 8:01 p.m.

Approved:

Sloan Clack, President

Date

Brenda Pearson, Secretary

Date