



**SUNRISE MASTER ASSOCIATION**

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
October 18, 2016**

**BOARD OF DIRECTORS:** Eric Corliss *absent*, Sloan Clack, Monica Gildea, Fred Goehler *absent*, Brenda Pearson

**Association Management:** Kathy Berrens – TMT – Sunrise Community Association Manager  
Robbin Coltom – TMT – Sunrise Assistant Association Manager

1. **Call to Order and Confirmation of Quorum:** President Sloan Clack opened the meeting at 6:00 pm
2. **Consideration of Agenda:** Kathy Berrens requested that the WSCAI Dinner be added to the agenda under New Business, item 9f.
3. **20-Minute Open Forum and Homeowner Comment Period:**
  - a) Follow up from September Board meeting – Kathy Berrens noted that there are no follow up items from the pervious meeting to discuss at this time
4. **Review and Approval of Board Meeting Minutes:**

**Motion** to approve September 20, 2016 Board Meeting Minutes was made by Monica Gildea, Seconded by Brenda Pearson; Approved 3/Opposed 0
5. **Financial Report:**
  - a) September financials – Kathy Berrens provided an overview of the September financials and pointed out significant details.

**Motion** to approve the September 2016 financials was made by Monica Gildea and Seconded by Brenda Pearson. Approved 3/Opposed 0.
6. **Presidents Report:** No report
7. **Management Report:** Kathy Berrens reported on the following items.
  - a) Irrigation lines are being blown out and the system is being winterized.
  - b) Irrigation and sidewalk work is being done by the Declarant along Sunrise Blvd to 122<sup>nd</sup> interchange.
  - c) A Delinquency Report will be provided to the Board and discussed during executive session.
8. **Unfinished Business:**
  - a) CC&Rs:
    1. Sloan Clack reviewed the recent edits made to the revised CC&Rs.

**Motion** to approve and request of Declarant to record the Second Amended Sunrise Master Association CC&Rs with the authority to correct errors in grammar and/or formatting prior to recording was made by Monica Gildea and seconded by Brenda Pearson. Approved 3/0 Opposed 0. Sloan Clack announced that Board member Fred Goehler called to inform her that he would be absent at the meeting however he had reviewed the Second Amended CCRs and was in agreement to approve and request the Declarant to record on behalf of the Sunrise HOA community.

2. Sloan Clack reviewed the recent edits made to the revised Bylaws:  
**Motion** to approve the revised Sunrise Master Association Bylaws with authority to correct errors in grammar and/or formatting prior to finalization to the community was made by Brenda Pearson and seconded by Monica Gildea. Approved 3/ Opposed 0.  
Sloan Clack announced that Board member Fred Goehler called to inform her that he would be absent at the meeting however he had reviewed the revised Bylaws and was in agreement to approve on behalf of the Sunrise HOA community.

9. **New Business:**

- a) Appointment of Martha McNeil to Violation Appeals Committee.  
**Motion** to approve the appointment of Martha McNeil to the Violation Appeals Committee for a 1 year term was made by Brenda Pearson and seconded by Monica Gildea. Approved 3/Opposed 0
- b) 2017 Budget Discussion – Kathy reviewed 2017 Budget highlighting significant changes from the 2016 Budget. Brenda Pearson reported on the behalf of the Budget Committee. She provided a summary of the budget preparation process and noted line items that were given particular attention.  
Sloan Clack announced that Board member Fred Goehler called to inform her that he would be absent at the meeting however he had reviewed and is in agreement to approve with the 2017 Budget.  
**Motion** to approve the 2017 Sunrise Master Association Budget was made by Sloan Clack and seconded by Brenda Pearson. Approved 3/Opposed 0
- c) 2017 Reserve Study Discussion – Kathy Berrens provided an overview of the reserve study including a breakdown of line items.  
**Motion** to accept the 2017 Reserve Study with funding in the Budget was made by Brenda Pearson and seconded by Monica Gildea. Approved 3/Opposed 0
- d) 2017 Landscape Contract – Kathy Berrens announced the Budget Committee recommended a new landscaping company, Sound Landscape Professionals (SLP), for the 2017 Landscaping contract. The contract will be a 12 month contract beginning January 1, 2017. Kathy also provided a summary of key points in the SLP proposed contract that led to the committee's decision to recommend them.  
**Motion** to accept the 2017 Landscaping contract with Sound Landscape Professionals for the yearly amount of \$237,600.
- e) 2017 Pond Contract – Kathy Berrens reported that the monthly pond maintenance contract initiated in February 2016 has been successful in keeping the pond and fountains operating. The 2017 contract would continue to provide month maintenance.  
**Motion** to approve the monthly maintenance contract with Aquatechnex for \$11,810.00 a year was made by Monica Gildea and seconded by Brenda Pearson. Approved 3/Opposed 0
- f) WSCAI Dinner – Sunrise Master Association manager Kathy Berrens was nominated for CAI Manager of the Year. SMA Board members are invited to attend the dinner in support of Kathy. Board President Sloan Clack requested to attend to represent the SMA.  
**Motion** to authorize HOA to send Board President Sloan Clack to the WASCAI Dinner made by Brenda Pearson and seconded by Monica Gildea. Approved 3/Opposed 0

**Motion** to recess into Executive Session by Brenda Pearson and seconded by Monica Gildea at 7:19 pm.

**Reconvened from Executive Session to Regular Session at 7:50 pm.**

With no further business to go before the Board,  
**Motion** to adjourn the meeting at 7:51 pm was made by Sloan Clack and seconded by Brenda Pearson.

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Monica Gildea, Secretary

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Date

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Sloan Clack, President

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