

SUNRISE MASTER ASSOCIATION

MINUTES OF THE BOARD of DIRECTORS WORKING SESSION

August 18, 2010

BOARD OF DIRECTORS: Sloan Clack, Eric Corliss, Gloria Bauch, Tony Sims, Tom Boyle

Association Management: Judy Nordstrom, Angie Orr

1. **Call to Order**

The meeting was called to order by President, Sloan Clack at 4:10 PM

2. **Review and Approval of July 21, 2010 Board Meeting Minutes**

Motion: Approve as written on a T. Sims - S. Clack M/S/C

The Agenda was amended to allow for the Community Association Banc presentation by April Ahrendsen as noted in Item 4C. She proposed that the Sunrise maintenance reserve fund be invested in a Money Market account for ability to reinvest when interest rates adjust upwards.

Judy Nordstrom reports that CDC Management had approached three groups to present options to the Board. Community Association Banc was the only one that responded with complete information. Based on her research and interview conducted with Tony Sims and Angie Orr, CDC recommends the following actions:

- 1) Invest the maintenance reserve fund money
- 2) Invest with Community Association Banc
- 3) Invest in a Money Market account as CAB has recommended

Motion: The Board approves all three actions on a T. Sims - E. Corliss M/S/C

3. **President's Report**

- a. Deer Ridge and Savannah Ridge Encroachment Issues – No new action. Sloan has confirmed we are not in danger of adverse possession issues.
- b. K-Comm Fiber Optics – K-Comm has removed the equipment from Sunrise Development property. The school district had hired K-Comm. The general contractor has accepted financial responsibility for repairs and is looking into solutions for the spring water still running on 122nd Street.
- c. Property Tax Appeals – All SMA parcels have increased in value for 2011 and Sloan has filed appeals on behalf of the SMA as the Developers representative.

4. **Financial Information and Community Updates**

- a. July 2010 Financial Information – Financial information was presented by Angie.
- b. Summary of Collections Accounts – Ledger was presented. Further breakdown of accounts will be provided to the Board at the October meeting.
Motion: Approve the July 2010 Financials as presented on a S. Clack – E. Corliss M/S/C
- c. Community Association Banc presentation – See above.

d. Projects in Process or Recently Completed

1. Tennis & Basketball Courts and Landscape Renovation – Project is now complete at a total cost of \$24,133. Reserve Study budget of \$31,020. Project under by \$6,887.
2. Tetherball Court Installation – Project is complete and receipts accounted for. Thanks to Corliss Resources for donating the concrete for this project.
3. Irrigation Repairs – TGM reported all Board approved irrigation repairs have been completed. Sloan requests that Angie communicate to Kevin we want a 10% increase in watering effective immediately.
4. Park Improvements – New benches and picnic tables have been ordered. Pressure washing and staining of existing equipment has been completed. Gravel area renovation at Silverwood Park to commence on 09/13/10.

5. **Unfinished Business**

a. William West (SMA owned property) update – Payments are being made as per agreement. There has been no notification of Trustee Sale to date.

b. E-Blast Policy – Sloan continues to monitor outgoing e-Blasts; no new action.

c. 2010 National Night Out update – Event was a success with approximately 700 people in attendance. Diverse group of vendors. No major glitches.

d. Bids in Process

1. Monument Signs – Discussion included the choices of granite color, design and lettering. It was decided that two samples of granite and two samples of fonts (Baskerville and Felix Titling) would be prepared to e-mail to affected homeowners for a vote.

2. Office & Clubhouse Siding and Roofing Replacements (tabled from 07/21/10) – Bids were presented from five vendors and reviewed by the Board. The new paint should be the same colors. 30-year composition roofing materials to be used. Siding replacement on the North and South sides of both buildings only. Board directs Angie to obtain bids for interior paint and carpet replacement.

Motion: Hire N.W. Home Improvement as low bidder at \$14,750 and authorize the roofing and siding replacements and repairs on a T. Sims – S. Clack M/S/C

3. Website Renovation Update – Survey has been sent to the homeowners twice and will go out one more time. The survey contract is valid for two more months. Sloan requests that Angie get a recommendation from the committee for Board action.

e. CC&R Review and Re-write – The Ad-Hoc Committee will be made up of Judy Nordstrom, Sloan Clack, Angie Orr and Gloria Bauch. Homeowner names will be added by Angie. We would like equal homeowner participation to even out the ratio of management to homeowners. The first meeting will be sometime the week after Labor Day. Angie to prepare binders with Governing Documents and hi-liters for the committee.

f. Site Staff Job Description & Details (tabled from 06/16/10) – The Board needs to review the job descriptions for Angie and Gina, and bring to a vote at the October 13th meeting regarding Gina working the remaining months of 2010 after October 31st.

g. Management Plan for Fence Maintenance (tabled from 07/21/10) – The SMA now has a comprehensive binder of fencing information, including maps. Fence repairs and maintenance reserve study information needs to go to the Budget Committee. Discussion includes approaching the idea of vinyl fencing. The Board requests Angie to speak to N.W. Home Improvement for recommendation of different materials and the longevity of them.

6. New Business

a. 2011 Budget Committee and Draft Budget – An e-Blast will go out to the homeowners regarding joining the committee. The first meeting will be sometime the week after Labor Day. Sloan and Angie are working on the first draft of the 2011 budget to give to the committee. Sloan will have the Declarant review the draft budget prior to the first committee meeting. Discussion includes appointing a Board liaison to the committee and the number of members. *Motion: Appoint Tony Sims as the Board liaison and invite six homeowners to sit on the 2011 Budget Committee on a S. Clack – E. Corliss M/S/C*

b. 2010 CA Day on October 2, 2010 – Judy Nordstrom discussed the seminar and registration forms for Community Association Day. Let CDC know if any Board members would like to attend the event at the Maydenbauer Center in Bellevue.

7. Upcoming Board Meetings

- NOTE: No meeting scheduled in September
- October 13, 2010 at 6:00 PM – 2011 Draft Budget Presentation
- November 3, 2010 at 6:00 PM – Board Budget Approval
- November 17, 2010 at 4:00 PM – Board Working Session

8. Adjournment

Motion: To adjourn – 6:00 PM on a T. Sims – E. Corliss M/S/C

Approved:



Gloria Bauch, Secretary

10-13-2010

Date



Sloan Clack, President