

**SUNRISE MASTER ASSOCIATION  
MINUTES OF THE BOARD OF DIRECTORS MEETING  
October 12, 2011**

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

**Association Management:** Angie Orr – Site Administrator  
Sandi MacCalla – Vice President, Large Scale Communities

**1. Call to Order**

Vice President Eric Corliss opened the meeting at 6:05 p.m.

**2. 20-Minute Open Forum and Homeowner Comment Period**

Questions from Lawrence Boyd:

- Q. There is lots of landscaping up near the community center. The landscaping is lacking near Deer Ridge. Since the homeowners at Deer Ridge pay the same dues, why is the landscaping not as good?
- A. The landscapers spend just as much time at Deer Ridge as other parts of Sunrise; however, there is a plan in the works to do some upgrades at the monument, and future plans for tree replacements along 122<sup>nd</sup> St.
- Q. He has a neighbor who is taking their dog through his yard, what can be done about that?
- A. Sandi MacCalla suggested he purchase a large bottle of pepper at Costco to sprinkle in his yard. Both cats and dogs will avoid the area.

Question from Ed Moersch:

- Q. What is the latest with the Emerald Ridge Property?
- A. Declarant, CDC and Sunrise Office had a preliminary meeting to discuss the Emerald Point developer and builders proposed plans for building on this property. More information will be available within the coming months.

**3. Budget Advisory Committee – 2012 Draft Budget Presentation – Tony Sims**

- a) Dues stay the same
- b) Recommendations
  - i. Two year landscape contract with fixed increases
  - ii. Two year security services contract with fixed increases
  - iii. Acquire a copy machine or contract with a provider with a more favorable agreement
  - iv. Change telephone services to VOIP
  - v. Virtual fax service negating the need for another phone line
- c) Questions from homeowners
  - i. Concern about locking into landscape contract
  - ii. Federal government reserve study requirement
  - iii. Vandalism Issues – is the budget accounting for enough for vandalism costs?
- d) Questions from Board
  - i. Line item 8 (SR Special Benefits Unit)
    - o Why blank? Needs to be disclosed
  - ii. Real Estate Taxes
    - o Why reduced?
  - iii. Capital Contributions

- Really high – assumes 55 new lots - Aggressive?
- Sandi MacCalla – issue with unit count. When does Yarrow Bay start to pay? Not defined yet

#### **4. Review and approval of August 17, 2011 Board Meeting Minutes**

*Motion by Tom Boyle to approve as presented. Seconded: Eric Corliss – Approved: 4 / Opposed: 0*

#### **5. Presidents Report**

- a) CC&R Review and Rewrite update - Sloan to have CC&Rs in front of the attorney by end of October. Plan is to present to homeowners at 2012 Annual meeting for vote. Package needs to show differences between old and new Governing Documents
- b. 2010 – 2011 Property Tax Appeals update
  - i. SMA Appealing 2010 and 2011 Tax appeals
  - ii. At BOE level, no attorney needed
  - iii. At state level – attorney needed. 50% contingency fee on winnings on tax savings (~\$3k)
  - iv. Consent in Lieu for attorney fees presented and signed
  - v. If we win 2010, 2011 is automatically won. If we lose 2010, attorney argues 2011

#### **6. Financial Information and Community Updates**

- a) August and September 2011 Financial Information – Angie Orr presented the Sunrise Financial information through September 2011 as previously emailed to members of the Board.

*Motion by Tony Sims to approve as presented, Seconded by Tom Boyle - Approved: 4/ Opposed: 0*

- b) Community Updates / Management Report

- i. Destiny Church subdivision – No changes in Pierce County Assessors Records
- ii. 2012 Reserve Study
  - Added electrical components at entrances to Reserve Study which did not change the reserve funding. \$3,000 added every ten years
- iii. 2011 Tax Return
  - Signed letter of engagement with Cagianut and Company for 2011 tax return with a cost of \$200

#### **7. Unfinished Business**

- a) Entrance Pond Fountains and Electrical Panels vandalism

- i. A claim was filed with the insurance company; the insurance deductible is \$1000. Total damage to the fountain's electrical components may be in excess of \$10,000.
- ii. Angie Orr was asked to research options to protect electrical components. The insurance company has requested that something be done to further protect the equipment.
- iii. Board is requesting that Sandi MacCalla or Angie identify other security exposures, possibly a risk management assessment of common areas and electrical equipment.

- b) Sunrise Parkway Tree Trimming Bids

- i. Angie Orr provided three additional bids
- ii. There is \$3,871 in funds available in the 2011 Reserve Fund for Landscape Refurbishment

*Motion by Tony Sims to award contract to Knotty Tree Service for \$2,513.90. Seconded by Tom Boyle - Approved: 4 / Opposed: 0*

- c) Emerald Ridge Plat – Yarrowbay Holdings

- i. Work being done on site.
- ii. Model complex to be completed by the end of this year.



d) North Rim Pond Fountain Electrical Repairs

- i. Electrical repairs needed as the electrical components are old and beyond repair.
- ii. Replacement GFCI breakers at a cost of \$700 have been ordered from California with the hope that this is the solution. If this does not repair the issue, then it is probably a breach in underwater wiring. If the GFCI is not the solution, the breakers can still be used.
- iii. Consent in lieu for GFCI breakers to be replaced is presented and signed.

**8. New Business**

a) Homeowner CondoCerts Concern

- i. When a home is in the escrow part of the sale, the escrow company or the buyer contacts SMA. SMA then directs them to CondoCerts, who charges a \$70 fee for their services.
- ii. This homeowner believes that this is an unfair charge and SMA should provide the information at no charge.
- iii. Sandi MacCalla explained CDC Management's position.
  - o Escrow demands are outside the scope of CDC
  - o CDCs management contract is with SMA, not each individual homeowner, and escrow demands are not part of the contract. The reason is because if CDC did this, they would need to charge the HOA. This is not an efficient process and it is better to have an outside service perform this function. When there is a lot of turnover in homes, this can be burdensome and takes dedicated staff time. It is also a liability to CDC to perform this function if a mistake was made by CDC. Angie is also not part of the accounting department. CDC used to have staff to do this but they were not automated, therefore, it was inefficient.
  - o CondoCerts is an unrelated entity, and gathers all necessary information.
  - o Sloan Clack asked if this homeowner was current in August.
  - o Angie Orr is to draft letter in response for Sloan to send.

**9. Upcoming Meetings:**

- November 02, 2011 – 6:00 PM – Board Meeting – 2012 Board Budget Approval
- November 30, 2011 – 6:00 PM – Budget Ratification Meeting

**10. Adjournment**

With no other business to go before the Board, the meeting was adjourned at 7:00 p.m.

**Approved:**

Gloria Bauch  
Gloria Bauch, Secretary

12-21-11  
Date

Sloan Clack  
Sloan Clack, President