



Sunrise Master Association

2012 Annual Meeting Minutes

Emerald Ridge High School Commons

Thursday – March 15, 2012

7:00 – 7:30 p.m. Registration, Information, Refreshments and Vendor Tables

Sunrise vendors in attendance:

Advantage Sports – Joe DeRosier	Tammy's Unique Designs – Tammy Smith
Pursenality Plus Girl – Melodi Lynch	Kronlund Coast-to-Coast – Michele Kronlund
Keller Williams Realty – Bradley Given	Sound Mortgage – T.J. McGrath
Armstrong Wood Crafts – Les Armstrong	Modern Woodmen of America – Kevin Kelly
John L Scott Real Estate – Ron Miller	AdvoCare Distributors – Donnie Jones
Woodcreek Healthcare – Edward and Sara Husarik	B & B Lawn Service – Blake and Bryan Gillespie
Evergreen Lawnworks – Hitesch Kumar	Rodan and Fields Skin Care – Sylvia Snow
Total Grounds Management – Landscape	All Communication Network – Carol Jack
Forza Coffee – Kyla Heyer	Oakpointe – Ryan Kemp, Sean Johnsrud and Doug Duncanson

1. **Call to Order** - The meeting was called to order at 7:35 p.m. by moderator Kathy Berrens

2. **Introductions** - By Kathy Berrens

Board of Directors

Sloan Clack, President

Eric Corliss, Vice President

Gloria Bauch Secretary/Treasurer

Tom Boyle, Elected Director at Large

Tony Sims, Appointed Director at Large

Representing Sunrise Development Corporation

Representing Sunrise Development Corporation

Representing Sunrise Development Corporation

Representing Class A Single Family membership

Representing Class B Multi-Family membership

CDC Management and Site

Angie Orr, Senior Manager of Large Scale Communities

Gina Buchanan, Sunrise Site Administrator

Lori Grader, Administrative Assistant

3. **Parliamentary Authority** – Kathy Berrens reviewed Robert's Rules of Order on how the meeting will be conducted.

4. **Proof of Notice of Meeting** - Notice of this meeting was mailed to owners on February 29, 2012 and emailed to those with a signed consent form on file on March 1, 2012. An Affidavit of Mailing is on file with the Association's meeting records.

5. **Confirmation of Quorum** - Governing documents specify that a quorum of 30% in person or by proxy required to constitute a quorum, and 50% in person or by proxy must be present to vote on Association business. There was a 75.4% of quorum to conduct the meeting and a 75.4% of quorum to vote on Association matters.

6. **Old Business**

A) Approval of 2011 Annual Meeting Minutes

Copies of the 2011 Annual Meeting Minutes were mailed or emailed to homeowners and distributed in the packet received at the Annual Meeting.

Ellen Prouty motioned to accept the minutes as written. Alan Dawn seconded the motion. There was no discussion.

Kathy Berrens called for a vote by ballot. The motion was carried based on the following results:

38 – To approve the minutes as written
1 – To not approve

7. **New Business**

A) 2011 Audit Election

Washington State Statute requires associations with annual assessments in excess of \$50,000 to perform an annual audit by an independent certified public accountant unless 67% of the owners elect to waive the annual audit.

Robert King motioned to perform the 2011 audit. Sheila Buck seconded the motion.

Discussion: Question: When was the last audit performed and at what level?
Answer: In 2009 – a full audit was performed in accordance with HOA laws

Kathy Berrens called for a vote by ballot. The motion was carried based on the following results:

31 – To perform an audit at an approximate cost of \$2,100.00
10 – To waive the annual audit

The Declarant votes aligned with the homeowners. The Sunrise Master Association will perform an audit of the 2011 financial records.

B) Reports

1) Community

1. 2011 Accomplishments – Kathy Berrens gave an overview of the accomplishments within the community in 2011:

- Refurbishment and cleaning of playground equipment at all parks
- New beauty bark throughout Sunrise common areas
- New pet stations in the Meadows, Southwood, and The Rim
- North Rim pond water meter installation, along with irrigation and turf upgrades
- Updates to trees and planting at the Sunrise entrance monument
- New office computer, printer and software upgrades
- Greenbelt trees trimmed back from the street trees along Sunrise Parkway
- Update of the Reserve Study for common area replacements and repairs
- Continued successful use of a collection agency to recover past-due accounts
- New monument signs for The Rim and Tanglewood neighborhoods
- Successful restitution received for several vandalism claims
- Several streetscape trees were replaced and flowerbed upgrades were made in various areas within Sunrise
- 5th Annual National Night Out with over 600 Sunrise guests in attendance
- Negotiation of a two-year contract for landscaping to stabilize costs
- The following items were authorized, purchased and installed:
 - 2 benches at the Sunrise monument entrance pond
 - 2 benches and plants at the North Rim pond
 - Retaining wall and clean-up of Deer Ridge monument
 - New fountain at the North Rim Pond
 - New safety signs at Sunrise Parks
 - New bike rack at Sunrise Park

2. 2011 Financial Recap – At year end, the Association remains in good financial shape, with income 3.4% over budget at \$19,927. Expenses were 3.5% under budget at \$20,778. A 2011 financial chart was included in packets for review.
3. 2012 Goals – The following goals were stated for 2012:
 - Keep HOA on budget as approved by the Board of Directors
 - Actively and responsibly address increasing foreclosures, bankruptcies and delinquencies
 - Continued forward movement of the rewriting of the CC&Rs
 - Create a separate Rules and Regulations document for the community
 - Establish and maintain Committee and Board member communications
 - Fill the standing committees within the SMA
 - Collaborate with the Crime Task Force to improve community safety
 - Continue enhancements to the SMA website
4. Community Safety – Cyndie Fajardo of the Pierce County Sheriff Department presented a Crime Statistics Comparison Chart year-to-date. She reported that overall there were 200 less calls in 2011 than in 2010. Many calls received were to report suspicious activity. This shows community awareness. Some calls are attributed to animal control since the Sheriff's department has taken on additional duties.

Homeowner comments included special thanks to the Crime Task Force and to the Sheriff's Department for increased visibility within the community.

5. Development Activity

- i) Bob Beeson, Sunrise Development Corporation, spoke to the current economic situation. All signs indicate a slight upturn. Southwood Estates currently has 17 finished lots left for building.

Future plans are fairly conservative. Currently working on engineering plans for future plats available for next summer (2013).

There has been no change in the schedule for the Regional Park. The due date is still June 2015.

There are no immediate plans for the Commercial / Retail property.

- ii) Emerald Point at Sunrise - Ryan Kemp with Oakpointe spoke to homeowners with an update on the area previously known as Emerald Ridge. The Development was renamed with the July 2011 purchase. Phase 1 has been completed; however, paving has been delayed due to weather.

Plans are for a mix of product types with 178 units total in phase 1, with 30 to 35% parks and open space including a central park and basketball court.

The average S.F. of homes as follows:

- a) Townhomes 1400 – 1800 S.F.
- b) Single Family detached 1600 – 2100 S.F.
- c) Larger Lots will be sold to other builders
- d) Alley Load lot size average 30' x 90'

Homeowners inquired about the private roads and future maintenance when the project is completed. Mr. Kemp stated that the HOA dialog is ongoing.

- f) Landscape Update – Kevan Crouse and Joni Jordan of Total Grounds Management were available to answer questions by the homeowners. They reported on the past years vandalism repairs and storm damage.

2) Committees

1. General Committee Information – Kathy Berrens invited homeowners to learn about Sunrise committees. Homeowners were encouraged to get involved by joining a committee.
2. SMA Crime Task Force – Committee Chair John Mejia reported on SMA Crime Task force activities in 2012.
3. Volunteer Recognition - Volunteers from all the active committees were listed by name. Certificates of recognition were distributed to all those named.

3) Board Members

- Class A Single-Family – Tom Boyle was elected to the Class A Board member position at the 2011 Annual Meeting. This position is a two year term ending in March of 2013.
 - Class B Multi Family – Class B members have not exercised their option to elect a representative. Per the CCRs, the Declarant has decided to continue the appointment of Tony Sims as the Class B Board member.
 - Class C – Sloan Clack, Eric Corliss and Gloria Bauch
- Kathy Berrens presented the Sunrise Board for 2012:
Class A – Tom Boyle
Class B – Tony Sims
Class C – Sloan Clack, Eric Corliss and Gloria Bauch

8. Q & A Session

A. Questions submitted in advance via postcard:

1. Q. Who owns the fences separating our properties?

A. Generally, fences separating private property owner lots are cared for and maintained by both property owners jointly, however there are exceptions. Property owners are encouraged to discuss the care and maintenance of boundary fences with their adjoining neighbors.

2. Q. Who monitors the issue of unsightly items in driveways or yards?

A. The SMA staff performs monthly site visits. Homeowners in violation are issued a notice of non-compliance with the CCRs. After 10 days with no remedy, or a second violation with the same circumstance occurs within a one year period, a second notice of Non-Compliance will include a fine pursuant to Section 10.0 of Sunrise Due Process and fine schedule.

3. Q. My property is adjacent to a greenbelt or designated wetland and it seems that neighbors use it as their personal recycling site, especially after our snow storm. It concerns me that there is so much easily ignited debris so near our properties. Also, broken limbs from the storm seem ready to fall down into my yard – is removing them my responsibility?

A. The Sunrise CC&Rs identify that all garbage, rubbish, yard and vegetation debris or other waste shall be regularly removed from each Lot and Living Unit by the Owner and/or a garbage collection company to a public or other suitable dump site outside the property. Recycling and/or dumping in our common areas are not permitted and activity to the contrary should be reported to the SMA office.

4. Q. Can we get a yield or stop sign at the intersection of 157th Street Court East and 136th Avenue Court East? Also, who replaces the signs when they are damaged or down?

A. The majority of the street signs in Sunrise are owned and maintained by Pierce County. Requests for street signs can be submitted to the SMA office in writing and the staff will submit the request to Pierce County Traffic Engineering Department.

B. Questions from the floor:

1. Q. Could we look into the option of starting a Facebook page - Silver Creek has one?

A. SMA Staff will discuss and look into it. They will check out the Silver Creek page.

2. Q. What is the status of the Entrance Pond Repairs?

A. The repairs are underway. Gina has researched and presented options to the Board for necessary repairs and the best prevention for future damage. The repairs include placement of three-man rocks and motion lights behind the monument.

3. Q. What is the expected cost of the pond repair?

A. The final cost with labor and materials is \$10,235.00.

4. Q. The storm cleanup included removing fallen and broken trees by the pond but did not clean up the Birch trees.

A. The landscaping contractor is coming back to complete the clean up by the pond.

5. Q. What is the official timeline for the Regional Park?

A. June 2015.

6. Q. Can we get crosswalks on Sunrise Blvd?

A. The SMA has requested for Pierce County to install crosswalks on the Blvd and Pierce County has declined.

7. Q. Are there plans for streetlights on 110th?

A. That street is not within Sunrise Master Plan Community – the request must go to Pierce County.


9. Adjournment

Meeting adjourned at 9:18 p.m.

Approved:



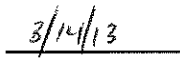
Monica Gildea, Secretary



Date



Sloan Clack, President



Date