

Sunrise Master Association
2014 Annual Meeting Minutes
Emerald Ridge High School Commons
Thursday - March 14, 2014

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

Sunrise vendors in attendance:

DoTerra Pure Therapeutic Oils - Sylvia Snow, Independent Consultant;
Door prize Gift Box; won by Jay Hoover

Carol Jack – UBNAPPD (mobile security app – deters crime)

Marlo DeRosia – Facebook page for Sunrise
Door Prize Oasis gift card and flower; won by Glauburg

Pam Yaguchi – Grass Roots lawn care
Door Prize basket from Windmill;

Kronlund Coast-to-Coast – Michelle Kronlund:
Door prize gift basket; won by Marlo De Rosia

Hector Rios, Mike Hurter and Alex Nichols – Windermere Real Estate
Door prize gift card to Lowes and flower plant; won by Ray Fradette

Roy Swain - EarthTech Industries
Door prize flower vase; won by Kim Vasant

Thun Field Advisory Board – Mike Carver
Door prize Northwest book; won by Mr. Sherwood

Rainier Family Physical Therapy – Gia Oney
Door Prize Basket of exercise accessories and free treatment; won by Mr. and Mrs. Snow

Nerium AD – April Runkel
Door Prize Beautiful you and beauty pack; won by Mrs. Frazier

First Point Real Estate – Janet Nelson
Door prize planter basket and fair tickets; won by Jay Gillie

Land Home Financial – Kenton Becker

Kristy’s Boutique – Kristy Hobson

I. Call to Order – The meeting was called to order at 7:33 p.m. by moderator Kathy Berrens

II. Introductions – By Kathy Berrens

Board of Directors

Sloan Clack, President	Representing Sunrise Development Corporation
Eric Corliss, Vice President	Representing Sunrise Development Corporation
Monica Gildea, Secretary/Treasurer	Representing Sunrise Development Corporation
Fred Goehler, Elected Director at Large	Representing Class A Single Family membership
Tim Stephens, Appointed Director at Large	Representing Class B Multi-family membership

CDC Management and Site

Sandi MacCalla, TMT-CDC, Vice President of Large Scale Communities
Angie Orr, Senior Manager of Large Scale Communities
Ginelle Holyoak, Community Association Manager
Julie Deitrich, Administrative Assistant

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

IV. **Proof of Notice of Meeting** - Kathy Berrens noted for the record that notice of this meeting was mailed to owners on **February 26, 2014**, and was emailed to owners with a signed consent form on file on **February 26, 2014**. An Affidavit of Mailing with all owners and their addresses is on file with the Association’s meeting records.

(A Declaration of Mailing, which Ginelle has signed and had notarized, has been completed for the Association records.)

V. **Confirmation of Quorum** – Our governing documents specify that a quorum of 30% in person or by proxy is required to constitute a quorum at our Homeowners Association Meeting.

We will have **2 votes** tonight that require 67% and 50%, respectively, of the membership to be represented in person or by proxy.

We currently have 71.1% of quorum to conduct the meeting and 71.1% of quorum to vote on any Association matters.

VI. **Old Business**

Approval of 2013 Annual Meeting Minutes

Copies of the 2013 Annual Meeting Minutes were mailed or emailed to homeowners and distributed in the packet received at the annual meeting.

Michael Carver motioned to accept the minutes as written. Jason Hoover seconded the motion. There was no discussion.

Kathy Berrens called for a vote by a show of hands. The motion was passed by majority vote.

VII. **New Business**

a) **Class A Board Member Election**

The Class A single family homeowners will not be electing a board member this year.

This position is currently held by Fred Goehler who was elected in March of 2013 Annual Meeting, and his term will conclude at next year’s meeting.

b) **Class B Board Member Election**

The Class B Multi-Family homeowners will be electing a board member this year.

This position is currently being held by Tim Stephens.

The class B members have not exercised their option to elect a representative member to the Board.

Per the CC&Rs, the Declarant (Class C member) will appoint a Class B Board Member position.

The Declarant has decided on the appointment of Tim Stephens to the position of the Class B Multi Family Homeowner Board representative for the 2014 year.

We would like to again welcome Tim Stephens to the Board.

c) **Class C Board Member Appointments**

The 2014 Class C Board Member appointments are

Sloan Clack
Eric Corliss
Monica Gildea

d) 2013 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% or more of the owners elect to waive the annual audit.

By law, the homeowners must decide to waive this audit requirement, or choose to do audit.

Tanya Manley motioned to waive the audit for 2012 books. Troy Dunlap seconded.

Discussion:

Question: Have we requested other quotes from other companies?

Answer: No, we have not, if we go with another company it could cost more because they would require all of our information. Cagianut & Company already has all of SMA's information. This can be voted on in the 2014 Annual Meeting for the 2014 audit.

Question: Would we get three bids to do this work?

Answer: We can do that when we go out for the next audit.

Kathy Berrens called for a vote on the motion through a show of hands.

The motion passed by majority vote (approx. 37 to 2; Declarant confirmed majority vote.

e) Reports

1) 2013 Accomplishments – Kathy Berrens gave an overview of the accomplishments within the community in 2013:

- 7th Annual Nation Night Out with an estimated 700 guests in attendance.
- An update to the Reserve Study for common area assets was completed in October, and monthly contributions are being made to the reserve savings account as recommended.
- 15 new maple trees were planted on Sunrise Blvd. between 168th St E and 130th Ave E along Southwood Estates.
- The monument at Deer Ridge was replaced with a beautiful bright new sign.
- Successfully appealed property taxes for the common areas which resulted in the SMA receiving a tax savings this year.
- We applied for and received a sales tax overpayment refund of \$4,000.
- We hired a new landscape maintenance contractor that we are sure will enrich our common areas even better than before.
- In October of last year, we hired a new Community Association Manager, Ginelle Holyoak, and Administrative Assistant, Julie Deitrich.

2) 2013 Financial Recap – At year end, the Association continued to be financially sound.

Income was 21.4% over YTD budget at \$135,379 due to:

- Assessments and Late Charges for Undeveloped Lots were accrued as income, but not budgeted for 2013.

Expenses were 10.1% over the YTD budget at \$70,910 due to:

- Legal Attorney Fees were more than anticipated for 2013.

- Landscaping fees were more than budgeted because of new common areas added to the maintenance contract.
- Signage and Unexpected Maintenance expenses were more than planned for 2013.
- Irrigation Water costs was higher than budgeted due to new common areas being added in 2013.

Assessments Receivable:

- There was \$283,164 in delinquent accounts on 12/31/2013, versus \$200,236 on 12/31/2012, up \$82,928 due to the delinquent accounts of Undeveloped Lots.
- 324 homeowners were delinquent at the end of December 2013, versus 328 at the end of December 2012; a decrease of 4.

- 3) 2013 Goals – The following goals were stated for 2014:
- a) Keep the HOA on budget as approved by the Board of Directors
 - b) Actively and responsibly address increasing foreclosures, bankruptcies and delinquencies
 - c) Schedule Town hall meetings to meet with owners in small groups to discuss how the Sunrise Community is doing.
 - d) Continue to work on perimeter common area fence enhancements
 - e) Complete a separate Rules and Regulations document for the community
 - f) Maintain Committee and Board member communications to be transparent to the owners in Sunrise
 - g) Create new and fill standing committees within the Sunrise HOA
 - h) Collaborate with the Neighborhood Patrol to continually improve community safety in Sunrise
 - i) CCR Rewrite – The homeowner group, CDC Management, Declarant attorneys have all reviewed the CCR's. SMA will be posting the CCR's on the website for homeowners to review and comment.
- 4) Community Safety-Cyndie Fajardo of the Pierce County Sheriff Department presented a Crime Statistics Comparison Chart year-to-date. Many calls received were to report suspicious vehicles and unknown vehicles. This shows community awareness. Robberies were less than 25% in the community.
- a) Cyndie Fajardo will be getting data for a five year trend per the request of the homeowners and will be forwarding to Ginelle in approximately two weeks.
- 5) Development Activity – Eric Corliss with Sunrise Development Corporation spoke and gave an update.
- SDC has 2,580 units left, not including Emerald Pointe. Emerald Pointe has sold 64 sites.
 - The Arbors has 33 lots at 9,000 sq. ft. per lot. The homes will be approximately 3,000 sq. ft. homes with a price range of \$420,000-\$450,000. There will be model homes being built in the next two months
 - Destiny- has 87 lots plus the church. Destiny is requesting to increase the lot sizes and reduce the church from 73,000 sq. ft. to 6400 sq. ft. church. If you have any questions, contact Ginelle about talking to Pierce County.
 - Regional Park – 20 acre park has a due date of June 2015, however we are in discussions with Pierce County to extend to a later date.

- Area 3 – Across from Cambria. Prelim status is 50-60 lots. There are wetlands and we have to go through the process. We are in the beginning stages on what we can do. Residents will be receiving notices from the County.
- 6) Landscaper Update – Earthtech has been hired as the new landscaper. They will be working on curb appeal and monuments. If you have any questions or concerns, please do not hesitate to contact Earthtech.

Discussion:

Question: How long is the turn around to replace dead trees?

Answer: They will be replaced within 24 hours. Trees that are dead in the common areas, you will need to contact Ginelle to get board approval for replacing the trees.

7) Committees

- General Committee Information – Kathy Berrens invited all homeowners to learn about Sunrise committees. One of our on-going goals for 2014 is to work on getting more community participation in committees.
- SMA Crime Task Force Report – John Mejia reported on SMA Crime Task force and explained they are out every Saturday in the early am hours. Invited anyone interested in volunteering to come to a meeting on April 8th at 7 pm at the clubhouse.
- Volunteer Recognition- Volunteers from all the active committees were listed by name. Certificates of recognition were distributed and/or mailed to all those named.

VIII. Voting and Election Results

- a. Class A Single Family – is currently being held by Fred Goehler. Fred was elected at last year’s Annual meeting and his term will conclude at next year’s Annual Meeting.
- b. Class B Multi Family – As previously stated, the Declarant has appointed Tim Stephens to the Class B Board Member position.
- c. Class C – appointments are Sloan Clack, Eric Corliss, and Monica Gildea
Kathy Berrens presented the Sunrise Board for 2014:
Class A – Fred Goehler
Class B – Tim Stephens
Class C – Sloan Clack, Eric Corliss and Monica Gildea

IX. Questions and Answer Session

1. **Q. Does Emerald Pointe have to get signs and flags approved?**
A. You must get approval on putting up signs and flags.
2. **Q. Will there be an intersection light at the entrance of Emerald Pointe?**
A. Due to the roads in Emerald Pointe being private and Sunrise Boulevard being county roads, they will not be required.
3. **Q. Is there a conflict of interest with the board to Emerald Pointe for delinquent dues?**
A. Emerald Pointe has been in arbitration for two years. No, there is not a conflict of interest of the SMA board members. SMA is waiting for a final decision on arbitration for the liens put in place.
4. **Q. There are concerns of the conditions of the homes in Cambria, what is the SMA doing about this?**

- A. The SMA does site reviews, notices are being sent to the homeowners and we do follow ups. After the new CCRs are recorded we will be reviewing the rules and regulations and be making any changes necessary.

X. Adjournment

In the absence of any further business and if there are no objections, I would like a motion to adjourn. Adam motioned to adjourn, seconded by Henry Lingat.

Meeting adjourned at 9:14 p.m.