

## Sunrise Master Association

### BOARD OF DIRECTORS MEETING

### MEETING MINUTES

*Sunrise Master Association Clubhouse*

**October 17, 2017 – 4:00 PM**

**BOARD OF DIRECTORS:** Sloan Clack, Monica Gildea, Roger Elmore, Brenda Pearson  
Eric Corliss (absent)

**Association Management:** Kathy Berrens, Robbin Coltom

1. Call to Order and Confirmation of Quorum
2. Consideration of Agenda: No changes or additions were requested
3. Review and Approval of:
  - a) August 16, 2017 Board Meeting Minutes  
**Motion** to approve the August 16, 2017 meeting minutes was made by Brenda Pearson and seconded by Monica Gildea. Approved 4/Opposed 0
  - b) September 19, 2017 Board Meeting Minutes  
**Motion** to approve the September 19, 2017 meeting minutes was made by Brenda Pearson and seconded by Monica Gildea. Approved 4/Opposed 0
4. July and August Financial Information: Financials had been reviewed and discussed by the Board previously, so no overview was given. Board members asked a few specific questions which were answered by the SMA Manager, Kathy Berrens and other TMT staff.  
**Motion** to approve the July 2017 and August 2017 Financials was made by Roger Elmore and seconded by Monica Gildea. Approved 4/Opposed 0
5. President's Report/Development Update: President Sloan Clack provided a brief update on development projects.
  - The Retreat – The plat has been sold to Richmond American Homes. The park equipment is in and construction has begun on the model home.
  - The Woodlands – Work on the 67 lots at The Woodlands is expected to be completed by the end of the year.
  - The Crossings – This 172 lot plat is still in with the county awaiting preliminary plat approval.
  - Area 15 – This 147 lot plat is currently in the preliminary plat permitting process with the county.
  - The Uplands – This 320 acre property that is adjacent to Sunrise has applied to the county to be rezoned to allow 1380 units ( this is not part of Sunrise).
  - Sunrise Park – Work was halted due to storm water issues and revisions are in with the county.President Sloan Clack also shared that Sunrise Development Corporation is looking into launching a new PR campaign to better connect with the community.  
**Motion** to authorize Sunrise Development Corporation to issue a community survey through the SMA was made by Brenda Pearson and seconded by Roger Elmore. Approved 4/Opposed 0
6. Manager's Report: SMA Manager, Kathy Berrens provided an update on landscaping and irrigation. Winter flowers are being planted at monuments and the irrigation system is winterized. She also

provided quarterly reports on ARC activities and security reports. The security committee will review security reports and make their recommendation to the Budget committee.

## 7. Unfinished Business

- EP Lighting – SMA Manager, Kathy Berrens provided new bids for lighting at both the main and the 122<sup>nd</sup> gates. Kathy noted that it has been very difficult to find contractors willing to come out and bid. Discussion took place about possible bid variations and other vendors. Kathy will secure more bids to be reviewed by the Board.

**Motion** to postpone approval of lighting bids until more bids are available was made by Roger Elmore and seconded by Brenda Pearson. Approved 4/Opposed 0

- EP Surveillance – After review of the existing camera bids, the Board discussed concerns about the effectiveness of cameras in relationship to the cost of installing them. It was recommended that input be sought from the Pierce County sheriffs and surveillance vendors. Further discussion will take place at the next meeting after discussions representatives from PCSD and the camera vendors so data regarding the benefits and shortcomings of this potential project is available.
- Tree Replacement – SMA Manager, Kathy Berrens, provided a more detailed account of the tree replacement bid per the Board's request.

**Motion** to approve the tree replacement bid from Teufel for \$9,796.77 which includes pulling out dead trees and planting the new trees was made by Roger Elmore and seconded by Monica Gildea.

Approved 4/Opposed 0

- Dog Station Request – SMA Manager, Kathy Berrens, reviewed possible locations for new dog stations.

**Motion** to approve the purchase and installation of two dog stations; one at the Sunrise Parkway entrance near the ponds and one at the Southwood park, was made by Sloan Clack and seconded by Roger Elmore. Approved 4/Opposed 0

## 8. New Business

- 2018 Budget Committee – SMA Manager, Kathy Berrens, reviewed the proposed Budget Committee schedule for meetings and the Board approved date for the Budget Ratification meeting. She also presented the 2018 Budget Committee volunteers.

**Motion** to approve the appointment of Martha McNeill, Ian Black, Maynard Hedegaard and Steve Koleszar to the 2018 Budget Committee was made by Sloan Clack and seconded by Roger Elmore. Approved 4/Opposed 0

- Club House Rental Small Business Saturday – Sunrise residents have requested to rent the clubhouse to host a Small Business Saturday event.

**Motion** to allow the rental of the Sunrise Clubhouse for a Small Business Saturday event was made by Roger Elmore and seconded by Brenda Pearson. Approved 4/Opposed 0

- Irrigation Upgrade Requests – The Teufel Irrigation Specialist was asked to provide an irrigation “wish list” of improvements for the Association irrigation system. There were six items on his list including improvements such as replacing battery operated timers and upgrading sprinkler heads. Since there are still funds available in the 2017 irrigation budget, SMA Manager Kathy Berrens, recommended moving forward with these projects immediately.

**Motion** to approve 3 of the 6 recommended irrigation improvement for a total of \$11,815.00 was made by Sloan Clack and seconded by Brenda Pearson. Approved 4/Opposed 0

- Compliance Committee Recommendations for Executive session.

## 9. 20-Minute Open Forum and Homeowner Comment Period - Homeowners in attendance at the meeting addressed the following topics with questions or concerns:

- Emerald Pointe lighting, stop signs and fencing.
- Parking enforcement plan at Emerald Pointe.
- Consideration of drought resistant plantings in the medians rather than extending the irrigation lines under the roads.

- Adding more or better reflective tape to the gate.
- The turnover process for the Emerald Pointe Sub-Association
- Plans for funding future road maintenance in Emerald Pointe.

**Motion** to recess to Executive Session at 5:53 pm was made by Sloan Clack and seconded by Roger Elmore. Approved 4/Opposed 0

**Motion** to reconvene at 7:05 pm was made by Sloan Clack and seconded by Brenda Pearson. Approved 4/Opposed 0

**Motion** to accept the Compliance Hearing Committee's recommendation to waive the ARC fine of \$250.00 on account #905338 was made by Sloan Clack and seconded by Brenda Pearson. Approved 4/Opposed 0

**Motion** to accept the Compliance Hearing Committee's recommendation to deny request by account #555322 to store a box trailer on site was made by Sloan Clack and seconded by Brenda Pearson. Approved 4/Opposed 0

**Motion** to accept the Compliance Hearing Committee's recommendation that the fine of \$500 for altering an SMA common area be upheld for account #879003 and that the modifications to the common area be removed and cleaned up in the next 30 days was made by Sloan Clack and seconded by Brenda Pearson. Approved 4/Opposed 0.

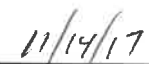
**Motion** to accept the Compliance Hearing Committee's recommendation that the fine of \$500 for altering an SMA common area be upheld for account #555003 and that the steps and gates be removed within 30 days, was made by Sloan Clack and seconded by Brenda Pearson. Approved 4/Opposed 0

**Motion** to accept the Compliance Hearing Committee's recommendation to deny the request to waive the ARC violation fine of \$250 for beginning a property modification without approval and the request store business vehicles on the property was made by Sloan Clack and seconded by Monica Gildea. Approved 4/Opposed 0.

#### 10. Adjourn

**Motion** to adjourn at 7:10 pm was made by Brenda Pearson and seconded by Monica Gildea. Approved 4/Opposed 0.

  
 \_\_\_\_\_  
 Monica Gildea, Secretary

  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 Sloan Clack, President