

**Board of Directors Meeting Minutes**

**December 15, 2020**

A regular meeting of the Sunrise Master Association Board of Directors was held December 15, 2020 by a Zoom meeting.

Present were Directors: Sloan Clack, President, Monica Gildea, Vice President/Treasurer, Brenda Pearson, Secretary, Roger Elmore, at Large, and Jordan Schenck, at Large. Also present were HOA Community Solutions representatives: Debra Porter and Angel Smalling.

The meeting was called to order at 6:01 p.m. with a quorum of Directors present.

Consent Agenda

The consent agenda includes items that are routine in nature and are adopted by one motion. Should the Board wish to discuss a consent agenda item, the item would be removed from the consent agenda and discussed under New Business.

The following items are submitted for Board approval:

1. November 17, 2020 Sunrise Board Meeting Minutes
2. Owner Account #27925. Home is in short sale. Approve waiving up to $3,250 late fees, $2,187 interest, and $1,242 other fees as needed to assist with negotiations. Previously approved by unanimous consent of the Board of Directors by email on December 2, 2020.

***Motion*** to accept the Consent Agenda made by Roger Elmore and seconded Brenda Pearson. Approved 5/0.

Financial Information – Debra Porter presented an overview of the financial statements as of November 30, 2020.

President’s Report/Development Update – Sloan Clack presented an overview of Development activity in and around Sunrise.

* Emerald Pointe Townhomes located at 110th and Sunrise. CCRs are under review by the Association’s counsel to look for conflicts.
* Emerald Pointe Townhomes to the East of the entrance are going up quickly.
* Emerald 80 located at 122nd and Sunrise is moving along.
* Glacier Run Apartments Phase 2, construction is moving along quickly.
* The Crossings final plat should be approved by the end of the year.
* The Madronas plat is under contract and should complete between Mar to May 2021.
* South Sunrise west pond is under construction.
* Park is shaping up well. The spray park color schemes have been chosen. Hard surfaces are being constructed now. Teufel is installing the landscaping now.

Management Report

New Business

Strongroom Invoice Approval Levels

***Motion*** to allow the Community Association Manager (CAM) to approve payment of invoices $1,000 or less and to require the CAM and either Sloan Clack or Monica Gildea to approve payment of invoices over $1,000. Motion made by Roger Elmore and seconded by Brenda Pearson. Approved 5/0.

Cambria Private Roads Discussion

Background: Cambria is one of two communities that have common area private roads. Discuss solutions for handling maintenance needs. Also, discuss designating one side of the road as no parking and installing speed humps.

Action items:

* Research how to establish segregated road maintenance reserves.
* Research establishing no parking zones.
* Establish a maintenance schedule for sidewalks and roadways and obtain proposals.
* Communicate with and educated owners about specific benefits of the private roads.
* Establish a specific assessment to cover maintenance needs.

Emerald Pointe Damage to Common Areas/Mailboxes

***Motion*** to approve Locking Mailbox Installer invoice for $696.94 and to charge the repair costs to owner account #34995. Motion made by Brenda Pearson and seconded by Roger Elmore. Approved 5/0

Sunrise Master Association Park

Background: The park will be open in early 2021. Discuss naming, messaging, and forming a park committee. Also, discuss reaching out to other entities with similar amenities regarding fencing, signage, and other needs.

***Motion*** to establish an ad hoc advisory committee with Roger Elmore as Board liaison made by Brenda Pearson and seconded by Monica Gildea. Approved 5/0

2021 Board Meeting Calendar

***Motion*** to adopt the 2021 Board Meeting Calendar as presented made by Roger Elmore and seconded by Brenda Pearson. Approved 5/0.

Executive Session

***Motion*** to move to closed session at 5:30 p.m. pursuant to RCW 64.38.05 to discuss potential violations of the governing documents and communication with legal counsel. Motion made by Sloan Clack and seconded by Monica Gildea. Approved 5/0.

***Motion*** to reconvene regular open session at 6:15 p.m. Motion made by Sloan Clack and seconded by Brenda Pearson. Approved 5/0.

***Motion*** to uphold he Compliance Committee recommendation that the violation stands for Unit Owner represented by homeowner account 32189. Sloan Clack and seconded by Brenda Pearson Approved 5/0

***Motion*** to grant Unit Owners represented by homeowner accounts 32350, 35215, 34994, and 34412 a limited and temporary exemption from CCRs section 4.21, specifically, sections 4.21.3 Minimum Period of Ownership Occupancy Required, section 4.21.5 Approval to Rent, and section 4.21.6 Rental Ceiling Set. The Unit Owners are exempt only until the end of the Washington State Governor’s moratorium on evictions is lifted, at which time, the Unit Owners must terminate the rental if they are not able to comply with all provisions of CCRs section 4.21 “Leasing Restrictions.” The Association is not waiving its right to enforce against leasing restriction violations, including levying fines of up to $30 per day or other enforcement actions per the CCRS and Due Process and Fines Schedule should the Unit Owners be in non-compliance with section 4.21 once the moratorium is lifted. The Unit Owners are encouraged to apply for approval to rent, complete a waiting list form, and have their units placed on the Rental Waiting List prior to the end of the moratorium. Motion made by Sloan Clack and seconded by Brenda Pearson. Approved 5/0.

***Motion*** to uphold the Compliance Committee recommendation to waive fines for unit owner represented by account number 27414 if they remove the RV from the Association within 30 days. They must also apply for ARC permission to build a garage. Motion made by Jordan Schenk and seconded by Monica Gildea.

***Motion*** to amend the motion by striking “uphold the Compliance Committee recommendation to waive fines” and insert “waive half of the fines” made by Roger Elmore and seconded by Monica Gildea.

***Amended Motion*** *a*pproved 5/0

***Motion*** to stipulate the sale free and clear of liens of the Unit represented by homeowner account 27295, with the option to pursue a judgment against the Unit Owners for the debt not covered by their prior bankruptcy. Motion made by Jordan Schenk and seconded by

***Motion*** to adjourn at 6:28 p.m. made by Sloan Clack and seconded by Roger Elmore. Approved 5/0

The next meeting is scheduled for January 19, 2020, 4:00 pm