

SUNRISE MASTER ASSOCIATION  
MINUTES OF THE BOARD of DIRECTORS WORKING SESSION  
April 21, 2010

BOARD OF DIRECTORS: Sloan Clack, Eric Corliss, Tony Sims, Steve Fehrenbacher, Gloria Bauch

Association Management: Judy Nordstrom, Angie Orr

**1) Call to Order**

The meeting was called to order by President, Sloan Clack at 4:00 p.m.

**2) Review and Approval of February 22, 2010 Board Meeting Minutes**

*Motion:* On a Tony Sims/Steve Fehrenbacher M/S/C the minutes were approved as presented.

**3) President's Report**

a) Savannah Ridge Vegetation Management Plan (attached to minutes) was presented and discussed. The Board expressed thanks to Steve Fehrenbacher for his time and efforts in structuring this plan.

*Motion:* The Board of Directors will designate Tract A of South Rim Division 4 Plat a *Special Benefits Unit* as provided for in paragraph 6.4, page 21 of the SMA CC&Rs. Tony Sims/Eric Corliss M/S/C 4 - 0 – Steve Fehrenbacher abstained.

The costs for the initial maintenance and account set-up are estimated between \$5,773.55 and \$6,073.55 itemized as follows:

- 1) Pierce County Inspection Application - \$110.00
- 2) AML Geotechnical Services - \$700.00 not to exceed \$1,000.00
- 3) Silverback Tree Services - \$4,918.55
- 4) CDC Management Services - \$45.00

*Motion:* The Board approves the costs as presented. Sloan Clack/Gloria Bauch M/S/C 4-0 – Steve Fehrenbacher abstained.

President Sloan Clack requests CDC Management prepare a plan to manage the special assessments and present it to the Board.

b) High Country Homes – SMA has received letters from homeowners expressing concern that homes are being constructed at a lesser value than neighboring homes. Sloan notes Angie has responded on behalf of the Board by recognizing the concerns, but informing that no building plans have yet been submitted to the ARC for review.

c) Transfer of Property from SDC to SMA. Miscellaneous common area properties have been transferred from Sunrise Development Corp. to Sunrise Master Association. Although the transfer of the

property will not have a significant financial impact on the Association, the needs of the additional property should be considered in future budgets.

#### **4) Financial Information and Community Updates**

a) Southwood Lots formerly owned by Benum Enterprises  
CDC Management Services presented a recommendation (attached) to write off the uncollected portion of the assessments.

*Motion:* The board should approve the write offs as presented. Sloan Clack/Tony Sims M/S/C unanimous vote.

b) February and March 2010 Financials  
Financial statements presented by CDC Management were discussed and approved as written.

*Motion:* Tony Sims/Eric Corliss M/S/C unanimous vote.

c) Update of Collection Accounts – Sloan requests that CDC prepare an estimate of Bad Debt Expense YTD to be written off.

d) RBC Wealth Management – Reserve Fund Investing.

*Motion:* To table this item to provide time to gather information from various Investment Firms. Sloan Clack/Eric Corliss M/S/C unanimous vote.

e) Community Updates

Regarding Deer Ridge trees, Sloan requests that Angie obtain bids from TGM and Rain & Shady for replacement of 6 trees, and gather landscape ideas that may deter future vandalism.

#### **5) Unfinished Business**

a) William West (SMA owned Property)

*Motion:* If payment is not received as per lease agreement, the Board authorizes payment to the law firm a fee of \$150.00 to prepare a 3 day pay or vacate notice. Tony Sims/Eric Corliss M/S/C unanimous vote.

b) Savannah Ridge Vegetation Management Plan – Discussed in Presidents Report, Item 3a.

c) Website Committee Update - Angie reported that the survey was ready to go out to the community. The list of questions was provided for Board comment.

d) E-Blast Policy – No new information.

e) SMA Insurance Policy – Consent in Lieu presented for Board member signatures.

f) Bids – A schedule of Fence work needing to be done was presented with a Bid amount of \$8321.97 (plus sales tax).

*Motion:* The Board should approve the repairs as presented. Sloan Clack/Tony Sims M/S/C unanimous vote.

**6) New Business**

a) 2009 Audit of SMA Financial Records – The engagement letter from Cagianut & Company to perform the 2009 Audit for the amount of \$2,300.00 was presented for signature.

b) CC&R Review and Re-write  
CDC Management will continue to get quotes for legal review and assistance in the rewrite.

c.) Management Plan for Fence Maintenance – Documents were presented showing fence work that has been done in the last several years, along with the cost of those repairs. The schedule of fence work that is itemized in the current Reserve Study was also included. Angie will continue to work on a management plan to address ongoing needs of common area fencing.

d.) Sterling Savings Bank Signature Authorization – All Board members are now authorized signers on the Maintenance Reserve account.

e) Non Compliant Sheds – Board discussion regarding how to address this in future ARC Guideline amendments due to increased quality of materials available in today's market.

**7) Next Board Meeting** – May 19, 2010 – 6:00PM – Open for homeowner comments.

**Adjournment**

*Motion:* On a Sloan Clack/Eric Corliss M/S/C the meeting was adjourned at 6:20 p.m.

**Approved:**

  
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Gloria Bauch, Secretary

5-24-10  
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Date

  
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Sloan Clack, President