



**Sunrise Master Association**

**2011 Annual Meeting Minutes**

**Emerald Ridge High School Commons  
Tuesday – March 15, 2011**

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

**Sunrise vendors in attendance:**

Karen Hoffman – Prudential NW Realty	Selina Hicks – Park 52 Property Management
Theresa Boyle – Norwex	Connie Yang – PC Embroideries
Carol Jack – ACN Telecommunications	Troy & Lisa Toulou – RE/MAX Properties / HUD
Season Brown – All Size Vehicle Storage	Total Grounds Management – Landscape
Tim and Valerie Stephens – Gateway Realty	

1. Call to Order - The meeting was called to order at 7:30 p.m. by guest moderator Kathy Berrens.
2. Introductions - The Board of Directors, Sloan Clack, President, Eric Corliss, Vice President, Gloria Bauch, Secretary Treasurer, Tom Boyle, Class A Representative, Tony Sims, Class B Representative, CDC Management and Site Staff were introduced to the homeowners in attendance by K. Berrens.
3. Parliamentary Authority – K. Berrens reviewed Robert's Rules on how the meeting will be conducted.
4. Proof of Notice of Meeting - Notice of this meeting was mailed and/or emailed to all owners on February 28, 2011. An Affidavit of Mailing is on file with the Associations meeting records.
5. Confirmation of Quorum - With 44 households represented, as well as the Declarant, there was a 75.5% quorum in attendance. Governing documents specify that a quorum of 30% in person or by proxy is required to constitute a quorum, and 50% in person or by proxy must be present to vote on association business.
6. Old Business  
A) Approval of 2010 Annual Meeting Minutes  
Tony Sims motioned to accept the minutes as written. Tom Boyle seconded the motion to approve the 2010 Annual Meeting Minutes. The membership in attendance all approved the minutes by a show of hands.
7. New Business  
A) Class A - Single Family Homeowner Board Member Election  
Class A owners will elect a fellow homeowner to the Board. Steve Fehrenbacher resigned his position on June 16, 2010 and Tom Boyle was appointed by the Board to replace Steve for the balance of his term. Tom is now running for election to this position. No other homeowners have submitted applications for the position. Nominations from the floor are taken. Ken Pierce nominated himself. George Holzer motioned to close the nomination. Bob Bowden seconded the motion. The

membership in attendance all approved the motion by a show of hands. Tom and Ken each spoke briefly to the homeowners. The membership in attendance voted by written ballot. Ballots were collected at the meeting. K. Berrens explained that CDC staff will count the ballots and the results will be announced before the Q & A Session.

#### B) Class B – Multi-Family Board Member Election

Class B owners have not exercised their option to elect a representative to the Board. Per the Sunrise CC&Rs, the Declarant (Class C member) must fill the Class B Board position. The Declarant has decided to continue the appointment of Tony Sims to the position of Class B Multi-Family Board Member for the 2011-2012 year.

#### C) 2010 Audit Election

Washington State Statutes require associations with annual assessments in excess of \$50,000 to perform an annual audit by an independent certified public accountant. The membership may waive the annual audit if 67% of the owners elect to do so.

K. Berrens called for a vote by a show of hands. The vote by show of hands resulted in the following:

- 5 – To perform an audit at an approximate cost of \$2,100.00
- 21 – To waive the annual audit

Board member Tony Sims then motioned to waive the 2010 audit. Tom Boyle seconded the motion. The membership in attendance all approved the motion by a show of hands. The Declarant votes aligned with the homeowners. The Sunrise Master Association will not have an audit of the 2010 financial records.

#### D) Reports

##### i. Community

1. 2010 Accomplishments – K. Berrens gave an overview of the accomplishments within the community in 2010:
  - a. Tennis and basketball court renovations at the community center park
  - b. New siding, paint and roofing on the office and clubhouse buildings
  - c. Removal of trees and new landscaping around the tennis court
  - d. Drainage improvements at the community center park
  - e. New monument signs ordered for Eagle Ridge, The Meadows, and Silverwood neighborhoods
  - f. New grassy play area at Silverwood park
  - g. New pet station on Sunrise Blvd at Southwood
  - h. New irrigation added in front of Southpoint entrance
  - i. Update of the Reserve Study for common area fence repairs
  - j. Multiple streetscape trees replaced and flowerbed upgrades at monuments along Sunrise Blvd
  - k. Crime Task Force signs installed on Sunrise Blvd and on 122<sup>nd</sup> St at Deer Ridge neighborhood
  - l. New benches, picnic tables, and garbage cans at all parks
  - m. 4<sup>th</sup> Annual National Night Out with over 600 residents in attendance
  - n. Newly renovated interior for the rental room at the community center
  - o. Negotiation of same or reduced costs in 2011 for landscape and management contracts
2. 2010 Financial Recap – At year end, the Association remains in good financial shape, with income 3.1% over budget at \$18,204. Expenses were 3.6% under budget at \$21,318. A 2010 financial chart was included in packets for review.
3. 2011 Goals – The following goals were stated for 2011:
  - Keep HOA on budget
  - Actively and responsibly address increasing foreclosures, bankruptcies and delinquencies

- Continued forward movement of the rewriting of the CC&Rs
  - Establish and maintain Committee and Board member communications
  - Filling the standing committees within the SMA
  - Establish Resident Advisory Groups
  - Ensure the Crime Task Force continues to operate effectively and efficiently
  - Create a separate Rules and Regulations document for the community
  - Establish a comprehensive inventory of our irrigations systems
  - Continue to upgrade the capabilities of the new SMA website
4. Community Safety – Cyndie Fajardo of the Pierce County Sheriff Department presented a Crime Statistics Comparison Chart for the previous two years. Sunrise continues to be a safe area within Pierce County.
  5. Development Activity – Steve Burnham spoke on behalf of the Declarant regarding the following issues:
    - Destiny Church Property – This area is not owned or controlled by Sunrise Development Corporation or the Sunrise HOA
    - Emerald Ridge Property – This area is in foreclosure and is not owned or controlled by Sunrise Development Corporation or the Sunrise HOA
    - Southwood Estates – Still moving forward with new homes under construction
  6. Landscape Update – Kevan Crouse and Joni Jordan of Total Grounds Management were available to answer questions by the homeowners. None were presented. Several homeowners commented that the landscapers are doing a good job in the community.

ii. Committees

1. General Committee Information – Please get involved in the community by joining a committee. Volunteers are needed for the following committees:
  - Social Committee
  - 2011 National Night Out committee
  - 2012 Budget and Finance Committee
  - Architectural Review Committee
  - Crime Task Force Committee
2. SMA Crime Task Force – John Mejia gave a brief overview of the committee and asked for volunteers to join. This is an observe and report neighborhood patrol, with volunteers using their own vehicles on their own schedule. Sign up today!
3. Volunteer Recognition – Volunteers from all the active committees were listed by name. Certificates of recognition are to be distributed to all those named.

iii. Election Results

1. 2011 Board Members – K. Berrens announced the results of the votes for the 2011 Class A Board Member position:
  - Tom Boyle – 22 Votes
  - Ken Pierce – 15 Votes

K. Berrens presented the Sunrise Board for 2011:

- 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. Can the Board please consider future landscaping upgrades along Sunrise Blvd in front of Southwood Estates? I'm envisioning additional trees and/or other plantings of low maintenance, similar to those by the medical campus.**

**A.** The Board will add this request as an agenda item to an upcoming meeting. Please look for this issue to be discussed in the meeting minutes as posted on the Sunrise website.

**2. Q. What is being done to address the illegal dumping of trash, discharge of firearms, and underage drinking that continually occurs on the Destiny Church property?**

**A.** While Sunrise Master Association and Sunrise Development Corporation (SDC) are not property owners in the Destiny Church Property, we have asked the Sheriff Deputies who patrol Sunrise to stop trespassing vehicles. SDC also has a 'No Trespass' order on file with the Pierce County Sheriff Department. The Sunrise Crime Task Force has been instrumental in helping to keep vehicles off the private property along Sunrise Blvd, 122<sup>nd</sup> Street and on 184<sup>th</sup> Street near the schools. The Task Force has also reported illegal dumping to Pierce County Responds - Solid Waste Hotline.

**3. Q. I have heard we pay more dues on the west side of Sunrise Blvd than the east side. Ours are monthly dues and theirs are annual and they pay less overall. Is this true, and if so, why?**

**A.** Each Sunrise homeowner pays the same amount of monthly dues, regardless of which side of the boulevard they live on. Sierra Crest condominiums owners may pay additional dues to their Condo Association. All Sunrise Master Association dues are assessed monthly; however, many homeowners choose to pay them once annually at the beginning of each year.

**4. Q. Please discuss adding value to our neighborhood by building a community swimming pool.**

**A.** Additional amenities for Sunrise have been discussed frequently, and ideas and suggestions for amenities are always welcome! We currently have a new regional community park pending near the schools. This park is scheduled to include baseball fields, softball fields, soccer fields and some pedestrian trails. There is no plan for a swimming pool at this time.

**5. Q. Please discuss the possibility of setting up a yearly grant to renovate someone's home in Sunrise.**

**A.** The Sunrise Master Association income is based primarily on homeowner dues. With the increase in foreclosures and bankruptcies in the Sunrise community, it seems our homeowners are feeling the economic pressures which directly affect the financial bottom line of the homeowners association. Choosing to renovate a Sunrise home would need to be a community decision. If the community would like to see this done, it would be appropriate to request that this be added as an agenda item at an upcoming meeting. Also, there are organizations that Sunrise homeowners can get involved with such as Habitat for Humanity and/or Paint Tacoma/Pierce County Beautiful to assist needy homeowners with repairs and/or maintenance.

**6. Q. Would it be possible to add a pet disposal station on 134<sup>th</sup> Ave near The Rim? This is a large, green area and people are not cleaning up after their pets.**

**A.** We are currently looking at adding pet stations in other areas too, so we can add your request to the list. The company that we purchase from often has great sales, so we evaluate our needs and try to purchase when the sales are at their best. Your request for The Rim has already been added to the list in the Sunrise office! Thank you.

**7. Q. I am concerned about the soil / bank erosion at the entrance pond on 122<sup>nd</sup> and Sunrise Parkway. I think we may need to build a retaining wall so we don't kill the nearby trees as the erosion continues.**

**A.** We will ask Total Grounds Management to do a walk around of the pond area and evaluate any erosion issues. They can then submit a report to the HOA and a proposal for any suggested repairs and/or retaining walls.

**8. Q. We would like the curfew topic discussed. There are a handful of kids and teens running around outside and making noise, well after the curfew.**

**A.** There is no curfew in unincorporated Pierce County, per the Pierce County Sheriff Department. As stated in the Sunrise CC&Rs Article 4.14, Nuisance: “No noxious or offensive activity shall be carried on upon any Lot or Living Unit.” Following the Due Process procedure, Courtesy and/or Violation notices are sent to the offending homeowner. If corrections are not made within the prescribed timeline and no request for an appeal hearing has been received, fines may be assessed to the homeowner’s account. If the offensive activity is being carried out on the public streets within Sunrise, please contact the Pierce County Sheriff Department to file a report. If homeowners see violators, they are encouraged to contact the office during business hours to make a report.

**9. Q. I object to the storage of realtor signs behind monuments or any other location in Sunrise. Why is a realtor allowed to store signs on Sunrise property?**

**A.** The only realtor signs allowed on Sunrise property is at the time of an Open House, or signs as approved by the Declarant. Since there are new homes currently being built in Sunrise, some realtors have open houses on an almost daily basis. The Sunrise Master Association office has addressed the issue of storing the signs behind monuments with the realtors that have begun that practice, in an effort to prevent a precedent from being set with other realtors.

**10. Q. Why are there homeowner violations that are going unnoticed or being allowed?**

**A.** The Sunrise Master Association staff performs a total site visit monthly, where they drive through the communities and address visual violations through letters and follow up. If you feel there are violations that are not being addressed by the Sunrise Master Association, please call the office to obtain a Concern Form and discuss the situation with site staff. There is also a Concern Form available on the Sunrise Master Association website that can be filled out and emailed to the office.

**11. Q. How can I encourage my lazy neighbors to pick up the pink covered advertisements from their driveways, instead of letting them disintegrate into pulp?**

**A.** The Sunrise Master Association always encourages neighbors to talk to each other about issues like this before involving the office. If you’ve tried this route and it hasn’t helped, you can file a Concern Form with the Sunrise Master Association office and they can send a Courtesy Letter to the homeowner in question in an attempt to resolve the issue.

**12. Q. The current Board of Directors is comprised of two elected members (one Class A and one Class B) while 3 Board Members are appointed by the Declarant. Homeowners (Class A and B) are funding the Sunrise Master Association at a ratio of 92.5% to 7.5% of the 2011 budget at this time; however, have only a decision power ratio of 40% to 60% - 2 votes to 3 votes. The majority of Board Members are controlled and appointed by the Declarant while the Homeowners are in a dictated minority. I believe that one 2 year appointed position of the Declarant should be changed and become an elected position for a 2 year term representing both Class A and Class B Sunrise Master Association Members. By adopting this change more homeowners of both classes may take a more active role in the management and maintenance of the Sunrise property development in the future. Please explain to the Association members why this cannot be done (By-Law Changes should not be a reason for denying this suggestion) and what is involved in making this change?**

**A.** The Sunrise Master Planned Community is currently in the Development Period. Sunrise includes 1,467 acres and upon completion will include 4,727 residences. To date approximately 1,400 residences are complete including the Sierra Sun Apartments. This leaves about 3,300 residences to be built in future years.

The Sunrise Master Association annual budget is a tool used to assess and allocate, to the current homeowners, the responsibilities of maintenance and repair for those areas which the Declarant has developed and dedicated to the homeowners association. The Declarant contributes to the Association budget on a supplemental basis. However, this supplemental contribution is only a small part of the Declarant obligations to the future of our Association.

In addition to the supplemental dollar amount paid to the HOA by the Declarant, the Declarant is responsible and obligated to complete further development within the Sunrise community, in the millions of dollars within

the next 5 to 10 years. The County approved Master Plan requires the Declarant to design and construct parks and associated facilities such as soccer and ball fields, tennis and basketball courts, children's recreation areas, roads and other infrastructure related items. During the development period, the Declarant retains the responsibility for community continuity and community management.

For these reasons, the Declarant will continue to have majority voting control over Sunrise Master Association until the number of residences and acreage is built out and sold to third party owners. Once that happens, there will be a majority shift in the control and management responsibility. As provided in the CC&Rs, the number of Board Directors and the Class of Board of Directors will change as the build out continues.

B. Questions from the floor:

**13. Q. Paul Masson Requests an update on 122<sup>nd</sup> Spring Water Issue.**

A. Sloan Clack reported the contractor hired by Puyallup School district is no longer in business. The Board has authorized TGM to make necessary repairs and have legal counsel send a demand letter to the contractor and the Puyallup School District for restitution.

**14. Q. Ed Moersch asks the status of the Reserve Account and what activities are scheduled to be paid from it?**

A. Angie reports fence repairs and possible landscape upgrades will be done along Sunrise Blvd.

**15. Q. Ed Moersch asks about the trees planted on the north side of entrance pond and that the natural brush growth is encroaching on the street trees.**

A. Sloan advises it will be put on as a Board agenda item for discussion.

**16. Q. Jim Guthrie asks what is being done to recover delinquent homeowner dues and how does that impact other dues?**

A. Sloan Clack answered that SMA has sent collection and demand letters and in some cases payment schedules have been created for recovery. Bankruptcy and foreclosures in most cases do not get paid. The SMA has budgeted allowances for bad debts.

**17. Q. Jim Guthrie asks how many liens have been placed on properties?**


A. Sloan Clack answered that the Board uses a collection agency; however, when a homeowner files bankruptcy, that does not allow us to collect on liens.


**18. Q. John Mejia asks if the Board could consider replacing the rocks by the water tower gate.**

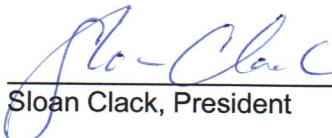
A. Sloan answered that it will be added to a future Board agenda.


Meeting adjourned at 9:12 p.m.

Approved:

  
\_\_\_\_\_  
Gloria Bauch, Secretary

  
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Date

  
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Sloan Clack, President

  
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Date