

**Minutes of Sunrise Mountain board of Ridge Homeowners Association  
Board of Directors Meeting February 9, 2017**

**1. Call to Order: President Carmen Wiswell called the meeting of the SMR Board of Directors to order at 2:00 P.M. February 9, 2017**

1.1 Directors Present: All Present.

1.2 Committee Chairs Present: All present with exception of Wendy Reed, Kathleen Flaherty, John Mitchell, Herb Burton, Angie Perryman, Susan and John Ladd.

1.3 Guests - Bill Salisbury

**2. President's Remarks by Carmen Wiswell:**

President Carmen Wiswell welcomed the board and guests to the meeting. Carmen thanked all directors and committee chairs for their extra effort in addressing a number of issues in January. It was an unusually busy month for the board, but a very successful one and much was accomplished due to the board's active involvement. She extended her appreciation to all for their devotion to SMR and for sharing their skills with our community. Carmen went on to request a board discussion and decision regarding the Duties of the Board description that Wendy Reed developed for the Volunteer Liaison post.

The Board agreed with the duties of the Volunteer Liaison position and unanimously approved that they be added to Duties of the Board Document and filed in Dropbox under Rules, Policies, and Procedures.

**3. Secretary Report by Susan Arbuckle:**

1.1 The January 12 SMR Board Minutes were unanimously approved by the Board.

1.2 Conflict of Interest forms dated 2/9/17 were signed by Board Members present: Carmen Wiswell, Bob Cole. Larry Glasser, Paul Greenberg, Sylvia Burton, Tom Triplett, Susan Arbuckle. Exceptions are Wendy Reed, Kathleen Flaherty, John Mitchell, Herb Burton. Angie Perryman, Susan and John Ladd.

1.3 Eight SMR Standing Policies for 2017 were unanimously approved by the Board.

**4. Treasurer's Report by Bob Cole:**

Cash Flow as of January 31, 2017

Operating Accounts:	Chase Checking	\$	106,192
	Chase Savings		39,638
	Compass Checking		100
	Total	\$	145,930
Reserve Accounts:	Chase Reserve Savings	\$	150,465
	Compass Bank MM		248,100
	Goldwater Bank MM		187,325
	Total	\$	585,990
Total Cash Accounts		\$	731,920
Reserve Fund:			
Reserve accounts total above		\$	585,990
Less August Expenses			0
Reserve Fund Balance January 31, 2017		\$	585,990

2016 Reserve Study year end balance projection

\$ 278,115

Notes:

- Accounts Receivable - five owners have not paid 2017 first half dues. HOA dues invoices sent out first of January. There is a grace period for the month of January. Reminder letters are sent out mid January noting that a late fee assessment starts on February 1.
- The Budget Finance Committee is searching for a replacement for the annual Money Market at Compass Bank which has reached it's time limit. They are hopeful that they will find favorable rates.
- The audit is expected to be completed by the March board meeting.
- Bob Cole will be moving \$40,000 From Chase bank to Goldwater Bank in order to keep the cash amount at any one bank to under \$250,000.
- Signatory bank cards for Secretary will be completed as soon as possible.
- Reserve fund may be less than projected amount due to unexpected costs such as road work and equipment replacement.

**5. Architecture Chair Report by Larry Glasser:**

Construction, Remodeling and Repair picked up last month as we approved three more Roof Extensions and Corbel Repair, worked with a owner on a driveway replacement and another owner on an outside water softener replacement. We've had owner inquiries into more Roof Extension/Corbel repair, additions to the back of houses, installing a gate in the back adobe wall, installing solar panels and backyard ramadas.

We continue to analyze our survey results and will publish the most critical elements in the newsletter to draw attention of our SMR Homeowners to those problems that need addressing.

The committee has not seen any volunteer progress on painting the mailboxes over the last couple years, so we have voted to develop a description of work, take bids and come to the Board with a recommendation for their approval of a commercial painter to do the work.

The committee has discovered the need to add some additional text to the ADR's to bring the replacement of driveways and front sidewalks in compliance with what has been the established norm for years. The Architecture Committee approved the addition of this text for inclusion in the 2017 ADR's and request the Boards approval:

**Driveways and Sidewalks.** All driveways and front sidewalks will be concrete in keeping with the style and tone of the Sunrise Mountain Ridge Development. Any replaced driveway or front sidewalk shall match the existing concrete as close as possible in color and texture. Any replaced driveway or front sidewalk that is wider than the original or any border material (rock slab, masonry material or other) added to the driveway or front sidewalk needs the Architecture Committee approval prior to the work. Concrete driveways and front sidewalks may never be painted, sealed or covered with any other material.

**The** board unanimously approved the addition of the above text to the ADR's re Driveway and Sidewalk repairs and replacements.

**6. Archive Chair Report by Herb Burton and John Mitchell:**

We continued to maintain the folders in Dropbox to ensure the relevant documents are archived. A document entitled "Archive Manager Thoughts" that covered the methods to create a PDF file and to copy text from a PDF file were distributed to the committee chairs. The Tip and Thought documents are available in SMR02-Rules-Procedures-Policies under ElectronicArchive- Manual - Archive Manager -Tips and Thoughts. We appreciate the feedback from committee chairs who have tried out the suggested ideas.

**7. Database Report by Kathleen Flaherty:**

The database is up to date through 2.1.17

The SMR directory will be created in February and will include all changes through 2/11/16.

#### **8. Hospitality Chair Report by John and Susan Ladd:**

The SMR Hospitality events began with two in the month of January, 2017. We hosted a cocktail party at our home for the new SMR Homeowners on 01/15/17. We had over 20 new people that attended and it was well accepted. Several of the new homeowners appeared open and receptive to possibly helping or being on the Board or joining a Committee. Great news for 2018! On 01/29/17 we hosted the "Wine Pairings" of Italy for approximately 56 residents. The wines were special, the food delicious and the residents were very pleased.

The March event will be an informative presentation by Terry DeWald on Native American Culture, art, basket and jewelry making on 03/13/17 starting at 5:15 with social hour & 6:00 the presentation.

The April event is our second annual SMR Spring Picnic on 04/12/17 at 5:00 p.m. at the Clubhouse. This event unfortunately had to be changed from 04/05/17 to 04/12/17 and will be corrected in the March newsletter for all residents.

#### **9. Landscape Chair Report by Sylvia Burton:**

The highlight of Landscape issues in January was the final resolution of the salt cedar tree issue that has been with us for over twenty years. On January 28, 2017, the tree was removed by Infinity Earthworks - the result of the Executive Board's decision to write to the resident who initiated the original agreement and state our plans for tree removal due to noncompliance of their maintenance agreement. This homeowner agreed and we proceeded with tree removal. Landscaping of the common property area is in progress. The large stump was ground down, a new sidewalk rock border was installed and a new boxed tree planted in the center of the area. Other plantings will be added later. The issue of large rock placement at the base of Carrillo and Colorada Hill was resolved. At the request of the Roads Committee, the large rocks near the curbs in both areas were moved back and a rock border installed at the curve of the end cap at our main entrance to aid in large truck and bus maneuvering of this turn. We are still working on completing the plantings at the end cap at Bribon and Colorada where three acacia trees were removed. Planting continues on the terraced area there. Extensive prickly pear beds were removed from zone 3 along Bribon where many pack rat nests have flourished. This project required tractor rental to facilitate the removal process. Zone 2 reps are now Janet Gething and Janice Leuenberger who are replacing Dick McGann who will now concentrate on his buffelgrass and fountain grass removal project with his volunteer group. Dick and Darrin Seidel will do a thorough inspection of our property to locate areas to be sprayed by Darrin. Dick and his group will concentrate on removal of grasses behind homes in our neighborhood for fire prevention. Sylvia contacted Pima County to register complaints about large pot holes on Tanuri and buffelgrass and fountain grass growing in Tanuri and on the curbs on Tanuri. Work permits were issued and so far, the large pothole has been filled and grass spraying will take place later on when grass starts to grow again. This progress will be monitored by the Landscape Committee to see that it is done. Adopt a Road work day will be March 11, 2017 and we invite board members to participate. Contact Sylvia if you can help.

The Landscape Committee has also followed up on the repair to the drainage area next to the rain gutters on the north side of Penoso by asking for bids to add riprap to the slide areas and to repair the concrete gutters that have been undermined by rain. The repair if approved will cost approximately \$15,000 and take place in three phases, one per year for three years. Two of the three contractors did not respond perhaps because of the small size of the project. Darrin Seidel of InfinityEarthworks, Inc. bid the first phase at \$4,624.00. The first phase starts at the west end of the drainage area and will consist of a high quality weed barrier float fabric, larger brown rocks at the bottom with smaller brown rocks ascending the hill. It will be similar to the brown rock already on the hill which Darrin Seidel originally installed.

The Board unanimously approved awarding the contract for phase one to Infinity Earthworks, Inc.

Landscape budget work begins in April. If possible, Sylvia would like incoming landscape chair to be part of that process by participating in the development of the 2018 Landscape budget.

Sylvia has agreed to take Susan Arbuckle's concern about the aesthetics of the rock placement at Bribon and Colorado back to her committee for discussion.

**10. Neighborhood Watch Chair Report by Roger Wiswell:**

One of our Neighborhood Watch Block Leaders, Bob Fagotti, resigned in January because he and his family will be moving out of SMR. Sandy Glasser has agreed to fill that position, so I request the board's approval of Sandy's appointment to the Neighborhood Watch Committee.

A reminder that a Deputy from the Pima County Sheriff's Department Rincon Station will provide a crime prevention presentation on Wednesday, February 15, 2017 at 7:00 p.m. in the SMR clubhouse. This event was announced in our January and February newsletters. I encourage all board members to attend if possible. Since space is limited, please call or email me to reserve a spot.

The board unanimously approved the appointment of Sandy Glasser to the Neighborhood Watch Committee.

**11. Nominations Chair Report by Tom Triplett:**

Soliciting capable residents to serve on the Board as Directors and Committee Chairs is like assembling a jigsaw puzzle. Names are coming in as potential Directors. Happily, I can say we have one person committed and more than qualified to run and serve as a Director. Also, a couple has come forward, positioned to take over the Hospitality Committee, but requiring a bit more preparation and evaluation. Other people have been identified and are being vetted for the second Director's position as well as the Director-Treasurer's position. I am confident we will be in a solid position to continue our self-management entering 2018.

**12. Publications Chair Report by Herb Burton and Alan Frankle:**

The February newsletter was posted on the SMRHOA website and an announcement emailed on January 31.

The next newsletter will be published and distributed on or before March 1. Please get your inputs to Alan and me (his email is [afrankle@boisestate.edu](mailto:afrankle@boisestate.edu)) by February 21. Please submit articles as MS Word docs using Times New Roman text, 10-point font. If you include lists, please use the list functions in Word or Pages. Mac users can use the Pages "save as" option to save and submit documents as Word docs. Please send me updates to the attachments of the Homeowners Guide and Directory by February 15. If you don't plan any changes, please confirm by same date. The 2017 edition will be similar to the 2016 edition, same sequence of attachments, but updated as requested. I plan to send out the draft Homeowners guide by Feb 21 for review. Residents that get paper copies of both the newsletter and directory will get both mailed on or about March 1. All residents get a paper copy of the directory. We will mail those when ready.

**13. Recreation Chair Report by Paul Greenberg:**

All seems well on part of the home front. The west pool and club house are currently without any problems other than replacing various light bulbs. The east pool has recently had several cases of equipment failure with several electronic boxes needing to be replaced.

The tennis court committee met with the consultants (ATL) and they promised an initial specifications listing "within one week" but it still is not available. Once the list is received, reviewed, and agreed to by the committee members, bids will be solicited from 3 experienced tennis court developers. Hopefully, this sequence will be in place prior to the March HOA Board meeting. In the interim tennis and pickle ball continue to be enjoyed by the residents.

Newcomers seem not to know where to get a pool /tennis court key. Carmen will contact Angie Ferryman to see if that info is in the newcomer packet.

Follow up: After the meeting, Carmen spoke with Angie Perryman and Roger Wiswell, Neighborhood Watch Chairman. Angie will place this information in the newcomer packet she distributes and Roger will also include it in the Welcome Packet that his committee members provide to the new residents.

**14. Resale Report by Angie Perryman:**

SMR Resale Activity for January 2017

Listed: 3 homes are currently listed for sale.

In Escrow: 1 home is in escrow.

Closed: 4131 Camino Ferreo closed in January.

**15. Road Chair Report by Tom Triplett:**

The bidding process for the sealcoating of Loma del Bribon has begun. Two “add alternates” have been identified for bidding purposes. These are the sealcoating of both the Via Colorada walking path and the trash shoot area east of the east pool area. There is little that can be done in the way of stabilizing the Colorada walking path. It is deteriorating. Sealcoating may buy some time, but eventually the path will have to be considered for a full replacement. The Committee’s opinion is that the walking path is an important feature of SMR, and the money spent now and in the future is money well spent. We anticipate the sealcoating will be scheduled in late April and last as long as three days.

With the recent rains, two known points of deterioration to Bribon have been watched closely, and we have determined we should not wait to make these repairs. These repairs could be significant thus forcing the use of reserve funds. A scope of work is being addressed as of the writing of this report. I should have three competitive bids by the end of next week (February 17) at which time the Board will be advised of the costs involved. This work will be scheduled as soon as possible. We will need a minimum of six weeks between the patching and sealcoating over the new patching for the sealcoating to be effective.

The problem areas with the sidewalk tripping hazards have been identified. We have found 13 areas needing work. Of the 13 areas, five belong solely to the HOA and the other eight belong to individual homeowners. I will have a list of all 13 sidewalk panels sent to three qualified contractors. I will send letters to the affected homeowners giving contractor options with the understanding these hazards are their responsibility and they will have liability for failure to make the repair. Thank you, Carmen, for searching the Revised 2016 Architecture Design Reference (ADR) and finding the language pertinent to the responsibility for these repairs. Reference: Section 1, 1A:Basic Repair Projects, Special Note: Side-walks. This clearly defines the responsibility for repairs to sidewalks belonging to the individual homeowner.

We’ve replaced the white on green street signs at Trocha Alegre and Vacio as well as straighten and reset two other intersections. These street signs do not hold up well in our wind storms and will be reviewed regularly.

**16. SAC Report by Wendy Reed:**

Sandra Nelson opened the meeting and introduced the speaker, Kevin Koch of Technicians for Sustainability, who spoke about commercial and residential solar energy systems. His initial focus was on solar systems for HOAs saying that typically it was not cost effective for smaller associations to invest in solar power. He also spoke about upcoming changes by the Arizona Corporation Commission regarding tax credits and the buyback program for residential solar systems. Mr. Koch discussed a complex subject in a narrow time frame, and there were lots of questions. He encouraged those who had more questions or needed additional information to contact him at 520 740 0736 or [kevin@tfssolar.com](mailto:kevin@tfssolar.com). Roger Wiswell announced that the next Adopt-A-Road project will be Saturday, March 11, 2017. Interested parties are asked to meet across from the pool at Sunrise Valley at 8 am.

A concern was raised about the traffic mirrors on either side of Via Velazquez at Via Cadore. An SMR resident had complained that at certain times of the day the reflection from the mirrors was blinding to oncoming traffic. The SAC representative of Sunrise Mountain View explained that the mirrors had been placed there after some near accidents resulting from the difficulty of seeing oncoming traffic. He further mentioned that the mirrors had been moved to reduce the reflection as much as possible and still be an effective aid for drivers

The next SAC meeting is scheduled for Wednesday, March 15, 2017 at the SMR Clubhouse from 5 to 6. The subject of the meeting will be HOA insurance

**17. Volunteer Liaison by Wendy Reed.**

There is no report by Volunteer Liaison

18. **Old Business:** None

19. **New Business:** Resident request to the board to ease SMR rules to allow smaller, private estate sales. Discussion: Board members unanimously agreed that the CC&R's clearly disallow garage sales of any kind and that these Rules should remain as stated. Carmen will send a letter informing the resident's family of the board's decision.

20. **Member and Guest Comments:** None

21. Next regular meeting of the SMR Board will be held on March 9, 2017 at 2:00PM at the SMR clubhouse.

22. Meeting adjourned at 3:35.

---

Secretary Susan Arbuckle

Date

President Carmen Wiswell

Date