

**Minutes of Sunrise Mountain board of Ridge Homeowners Association  
Board of Directors Meeting April 13, 2017**

**1. Call to Order: President Carmen Wiswell called the meeting of the SMR Board of Directors to order at 2:00 P.M., April 13, 2017**

**1.1 Directors Present:** Carmen Wiswell, Tom Triplett, Bob Cole, Paul Greenberg, Sylvia Burton, Susan Arbuckle,

**1.2 Directors Absent:** Larry Glasser,

**1.3 Committee Chairs Present:** John Ladd, Herb Burton, Wendy Reed,

**1.4 Committee Chairs Absent:** John Mitchell, Kathleen Flaherty, Angie Perryman, Roger Wiswell

**1.5 Guests:** None

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

President Carmen Wiswell welcomed all to the meeting, and reminded attendees that SMR's board procedures are guided by "*Roberts Rules of Order*". This is a long standing requirement observed by this and past SMR boards, and she offered several highlights:

- Meeting agenda is distributed to all board members several days before each meeting. Any change to the agenda will be submitted to the President prior to the board meeting so that a revised agenda can be distributed to all board members.
- During our meetings, only one person will speak at a time and without interruption. This not only is respectful of speakers, but is also supportive of Susan because recording minutes is very difficult when several individuals are speaking at once.
- Comments and presentations should be clear and concise to facilitate the board's progress through the meeting agenda.
- Non-board members may comment on items that will be voted on or decided by the board once the speakers are recognized by the President.
- Comments will not be entertained after an item goes to vote or once a decision has been made by the board.
- Non-board member comments concerning items that are not being considered for vote/decision will be presented to the board at the end of the meeting unless the board decides to move member comments to an earlier time.
- Since written committee reports are distributed to the board prior to our meetings, summary oral reports should require no more than three minutes. It is understood that additional time may be required in those instances when the board is considering unusual circumstances or projects.
- All board members are asked to review the President's remarks contained in the January 2017 board meeting minutes for additional reminders.

Carmen expressed her confidence that SMR board members are well-intentioned and that each puts forth a great deal of effort in carrying out his or her responsibilities. It is understood that this doesn't mean we will always agree because boards, by definition, are deliberative bodies. This deliberation offers all board members an opportunity to understand and weigh a variety of facts on which to make well-informed and considered decisions for our community. She expressed her appreciation to the board for their commitment to this process and stated that many of our residents have expressed to her their appreciation of this board's efforts.

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

Susan submitted March 9, 2017 SMR Board Minutes for approval. Motion made and unanimously approved to accept March 9 SMR Board Minutes.

The additions of Ken Smith to the Architecture Committee and John Flanagan to the Landscape Committee were unanimously approved by the directors via e-mail and those votes have been added to the April Open Meeting Dropbox file.

Please submit board reports in Times New Roman 11pt Word format.

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

Cash Flow as of March 31, 2017

Operating Accounts:	Chase Checking	\$ 30,303
	Chase Saving	\$ 39,641

<b>Total</b>		\$ 69,944
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Reserve Accounts:	Chase Reserve Savings	\$149,387
	Compass Bank MM	\$ 248,659
	Goldwater Bank MM	\$ 227,457
<b>Total</b>		\$ 25,503

Total Cash Accounts		\$ 695,447
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Reserve Fund:

Reserve accounts total from above:		\$ 625,503
Less 1st quarter expenses:		- \$ 5,665
Reserve Fund balance as of March 31, 2017: Cash		\$ 629,838

Reserve Beginning Balance per 2016 Audit		\$ 504,458
Plus: 1st Half Reserve assessment		\$ 56,000
Temporary transfer to Goldwater Bank (1)		\$ 40,000
Interest: Chase, Compass, Goldwater		\$ 12
2015 Operating Surplus:		\$ 24,000
<b>Total</b>		\$ 625,503

Less Spent:

Recreation (Budget \$104,688)		- \$ 4,122
Roads ( Budget -0-)		0
Landscape (Budget \$5,000)		- \$ 1,543
Reserve Fund Balance		\$ 619,838

2016 Reserve Study year end projection for 2017		\$ 278,115
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Notes:

(1) transfer to keep Chase accounts under \$250,000

Dues are current

We will close the Compass Bank accounts as our 1.15% rate has expired. Bob requested approval to purchase three 17 month CD's at a rate of 1.25% per year, from Great Western Bank. The CD's are FDIC insured. The amount of the CD's will be equal to the Compass Bank total, approximately \$248,800 in the amounts of \$150,000, \$50,000, and approximately \$40,000.

All committee's are under budget for 1st quarter.

Pete Read will be assisting Bob Cole, beginning May 1 while Bob is out of state.

#### Discussion:

Motion made and unanimously approved to purchase three 17 month CD's from Great Western Bank per recommendation of the Treasurer. Authorized signatures will be Bob Cole, Larry Glasser and Susan Arbuckle.

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

We welcomed Ken Smith as a new member of the Architecture Committee (AC). Ken has a great desire to learn and help the AC maintain SMR community values. We are so glad to have him as part of our team.

The Architecture Committee (AC) has been busy again over the last month as we approved the following:

- Tile for a garage window
- Outdoor walkway lighting
- Establishing a new water softener in the Garage
- Replacing a sidewalk, adding brick edging to the sidewalk and driveway
- Moving a light pole
- Replacing a new light pole fixture

We have completed 3 Resale Inspection Reports and noted the houses are selling fairly rapidly in SMR. Since we have a number of members that have not done Resale Inspection Reports and will need to in the future for their zones, we will conduct a Resale Inspection Training/Discussion in April. Our experienced AC members will discuss how they go about an inspection, we will do a group inspection of a house, then compare notes. Our goal is to keep our inspections consistent. We are gathering input for painting mailboxes and discussed some options. Our May Newsletter will discuss air conditioning units and painting the roof duct work to cut down on reflective glare.

## **6. Archive Chair Report by John Mitchell, Herb Burton**

We continue to maintain the folders in Dropbox to ensure the relevant documents are archived. The SMR Dropbox was backed up. We worked with two Board members to help set up their Dropboxes. A document entitled "Archive Manager Thoughts" that covered methods to print what is on the computer screen was distributed to the committee chairs, and is available in SMR02: Rules, Procedures, Policies under Electronic Archive Manual and Tips under Archive Manager Thoughts. We appreciate the feedback from Committee Chairs who have tried out the suggested ideas.

Herb reminded Chairpersons that we should contact either he or John Mitchell before deleting Dropbox files off our personal computers so that permanent Dropbox files are not effected.

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

The database is up to date through 3.31.2017

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

On March 13, 2017 we had an informative presentation by Terry De Wald on Native American history of the Sonoran Desert, particularly through the blankets, rugs, baskets, art, baskets, and jewelry of the tribes living in the region. We had 84 residents in attendance and all were well entertained.

On April 12, we had our second annual SMR BBQ at the clubhouse with 113 people in attendance. People enjoyed the great weather, company, and food. Thanks to the committee members who helped get ready for this great evening. Monies received from the event were \$565 with costs of \$530.

The Hospitality Committee is also working on several events for the fall, including a game night with a food truck and the holiday party the first Sunday in December, which we hope will be finalized for publication in the May newsletter.

John requested that the Board approve the addition of Mark and Leslie Adams for the remainder of 2017.

## **Discussion:**

Motions made and unanimously approved to add Mark and Leslie Adams to the Hospitality Committee for the remainder of 2017.

Sylvia Burton requested that the Holiday party be held later in the day or evening so that those who attend church on Sunday morning are able to attend. John Ladd agreed that a later time would work.

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

At the monthly meeting of the Landscape Committee the following decisions were made: We decided to remove the tree on the Tio circle for the following reasons: it has grown way too big for the area and residents complain that its huge size has eliminated their views of most anything else. The residents were united in their request to remove the tree for those reasons and replant an appropriate cactus that will not grow to a big size and to continue the cleanup of the island now that the repair sewer work is complete. Sylvia has notified the new homeowner on Tio that the tree will be replaced. The street is scheduled to be repaved in 2018 so the recommendation is that homeowners affected check their sewer lines before the repaving begins.

The second decision reached by the committee is their desire to ask for the use of next year's \$5,000 reserve fund designated for the continuing rip rap work on Penoso. The first phase of rip rap rock installation on Penoso has been completed. We ask that we continue the second phase of this work during this summer for the following reasons: We have already purchased a large roll of landscape fabric used as a base for the rock work because we ran out in phase one just at the end so now we have on hand enough to complete the second phase. Also, we are going to remove the large prickly pear beds in that area as well as one adjacent in zone 3 because of a huge invasion of pack rats that have taken up residence there. This work will be done this summer during regular zone 3 and 4 hours. That leaves just the purchase of rock and the labor for installation which was estimated by Darrin Seidel at \$3950. This work will enable us to get ahead of rat invasion as well as rocking an additional area in advance of the summer rains which may create more dirt washing out into the street in this area. We ask for board approval for release of the \$5,000 designated for 2018 landscape rock work on Penoso to be used this year.

Weed removal and spraying continues throughout the zones. Water has been turned back on due to the lack of rainfall. The large messy tree in the end cap at Toros and Colorada at the mailboxes was removed. A Palo Verde will be planted in that area. Dick McGann will serve as Sylvia's on-site assistant during her absence from June to October 11, 2017. Dick continues to lead the Buffeleros and work with Darrin to spray the designated areas of Buffelgrass which are beyond the scope of his crew of volunteers. New zone 7 rep John Flanagan is assisting by purchasing appropriate chemicals for spraying. Sylvia will be available by email or phone over the summer and will submit monthly Landscape Committee reports to the SMR Board.

### **Discussion:**

After deliberation regarding the Penoso rock work, several board members suggested it would be more effective to complete the entire job (both Phases 2 and 3) this year. This will bring the entire project to completion in short order.

A motion was moved and then unanimously approved to complete Phases 2 and 3 of the rip rap rock work on Penosa this summer. Funds not to exceed \$8,000 were also approved to complete the work. If further funds are needed, Sylvia will request more monies from the SMR Board at that time.

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

The Neighborhood Watch Committee has nothing out of the ordinary to report to the board this month.

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

We continue to encourage inquiries about Board positions for 2018 and beyond. With an eye toward future Boards, 2019 will need a new President, Recreation Chair and Roads Chair. We should all keep that in mind when meeting our new residents as well as those established residents who have expressed interest in the past.

### **12. Publications Chair Report by Herb Burton:**

The April newsletter was posted on the SMRHOA website and an announcement emailed on March 31.

Jerry Moore did the mailing; thank you Jerry.

The next newsletter will be published and distributed on or before May 1. Please get your inputs to Alan and me (his email is [afrankle@boisestate.edu](mailto:afrankle@boisestate.edu)) by April 24. 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.

Alan and I will both be away during the summer. We are working out the sharing of responsibilities to ensure regular production and delivery of the newsletters. As in the past, the mid-summer newsletter (July and August combined) will be scheduled for July 15.

Herb is meeting with a resident who has volunteered to serve as a back up for the SMR website. He will let us know the results of that meeting at our next board meeting.

**Discussion:**

When Herb retires as Publications Chair in 2018, it will be necessary to find more volunteers to share responsibilities for the work Herb has previously carried out on his own. One suggestion was that the various tasks be delegated to committee members. This will be decided in the October.

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

Both pool facilities appear to be working correctly. Just the normal light bulb replacements, people not returning chairs to proper spots, lost and found items, etc.

The tennis court continues to have new cracks develop while we await the consultants bid specifications (hopefully final version). Pending acceptance of the specifications, bids will be extended to three qualified tennis court construction groups. Their bids will be evaluated by the committee members and consultants with a proposal then being offered to the HOA Board for approval, hopefully by the next Board meeting in May. Construction is anticipated to take 6 to 8 weeks which would tentatively have the court ready to reopen in late July. In the interim pickle ball has continued to grow in numbers of players and reservation spots throughout the week in the computer system schedule.

We have met with Tiny Read representing SNAP, and have agreed to accept SNAP's offer to provide a wireless microphone for our usage at clubhouse events. The microphone will remain the property of SNAP but will be stored in our locked facility. Also we are going to install an outdoor speaker that was left over from a previous audio upgrade at the clubhouse. The speaker will be placed in the outside rama-da area (in the vicinity of the clock space) to enable expansion of the clubhouse speakers at selected events.

The Book Nook committee has decided to add a section of their space for resident-donated board and children's games. Hopefully, this will save some residents a little money when their grandchildren come to visit. Who knows, maybe some of us will also give the games a try. Donations gladly accepted.

Water aerobics will begin on May 1<sup>st</sup> at 8:30 am at the east pool. It will be offered every Monday, Wednesday, and Friday throughout the summer months. Only necessary equipment to bring is your bathing suit, towel optional.

Twelve to fourteen chairs need to be re-strapped. Paul is waiting on a bid and also information about whether repairs can be done onsite.

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

SMR Resale Activity for March 2017

Listed:

4230 N Camino Ferreo

6920 E Paseo Penoso

6840E Pico del Monte

In Escrow:

3 properties

Closed: None

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

Roads is preparing for the partial repaving of Loma del Bribon next week, April 17 thru April 20. An email broadcast has been sent notifying residents of our scheduled work. A follow up email will be sent this coming Saturday. The residents of eight homes on Bribon have been given notices and met with personally defining the work and their involvement during the project. Flaggers are being scheduled for service at the Ferreo-Bribon intersection on Monday and Tuesday and the Rosada-Bribon intersection on Wednesday and Thursday. One half of each intersection will allow traffic flow during the work with the exception of 15-30 minutes on Tuesday at which time the Ferreo intersection will have to be closed for final laying of the new asphalt. The contractor will have cones blocking traffic, and we will have signage giving directional information. Although the new asphalt can be driven on soon after application, we will attempt to keep traffic at a minimum while the asphalt sets Tuesday and Thursday nights.

The sealcoating of the length of Bribon as well as the Colorada walking path and the east Bribon trash shoot area will be scheduled for late October of this year.

Compliance letters have been sent to five homeowners with broken or lifted sidewalk sections requiring replacement or repair. Each owner has been given the names of four qualified concrete contractors capable of making these repairs. I will be scheduling the sidewalk repairs the HOA is responsible for early next week and will notify the Directors of the details at that time.

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

Roger Wiswell kindly attended the March SAC meeting in my place. All board members were emailed a copy of notes taken at the meeting by Larry Spencer of Sunrise Mountain View, and Carmen recommended reading this very informative report.

### **17. Volunteer Report by Wendy Reed:**

A second "Meet the Volunteer" article was published in the SMR newsletter in March. I interviewed Andy Vall for the article.

Dick McGann and I have been discussing ways to encourage volunteers for the "Buffelero Brigade" and plan to go through the list of volunteers to find a few more hardy souls to man a second crew.

### **18. Old Business: None**

### **19. New Business:**

19.1 Shall Board meetings be held in July and August 2017?

19.2 What can and should be done to determine whether SMR common area trees pose a potential threat to the structural integrity of our curbs, sidewalks, walls, roadways, or utilities.

#### **Discussion:**

A motion was made and unanimously approved to have no Board meetings in July or August.

Board Members agreed that because there are so many factors going into the decision to remove trees including among other things, damage to surrounding structures, utilities, sidewalks and streets, view impairment, tree health, etc., that the Landscape Committee will continue to make their decisions regarding removal of trees in SMR common areas on a case by case basis.

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

**21. Next regular meeting of the SMR Board will be held on May 11, 2017 at 2:00PM at the SMR Clubhouse.**

**22. Meeting adjourned at 3:20 PM.**

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**Secretary Susan Arbuckle**      **Date**

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**President Carmen Wiswell**      **Date**