

**Minutes of Sunrise Mountain board of Ridge Homeowners Association  
Board of Directors Meeting**

**1. Call to Order: President Carmen Wiswell called the meeting of the SMR Board of Directors to order at 2:05 P.M. , October 12, 2017**

**1.1 Directors Present: Carmen Wiswell, Larry Glasser, Paul Greenberg, Tom Triplett, Susan Arbuckle, Sylvia Burton. Via Skype: Bob Cole**

**1.2 Committee Chairs Present: Wendy Reed, Roger Wiswell, Herb Burton, Kathleen Flaherty**

**1.3 Committee Chairs Absent: Angie Perryman, John Ladd, John Mitchell.**

**1.3 Guests - Jim Warner, John Flanagan, Ken Smith**

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

Welcome fellow board members and guests to our October 2017 Board Meeting. I have only one item to present this month.

In late September, one of our homeowners contacted me seeking HOA action to restrict a flag she finds offensive from being displayed on another homeowner's property. I shared her concerns with the other SMR Directors who were sensitive to the issues she raised and who carefully considered her request. After weighing options available to the Association, the Directors determined that HOA rules would not be modified to accommodate her request.

Current HOA rules restrict the size of flags and placement of flagpoles but do not limit which flags can be displayed. It is plausible that this was done intentionally because attempting to define what is acceptable or not acceptable is subject to individual interpretation and personal beliefs. Further, putting a restriction on one homeowner's action in this regard would require the Association to crack down on other homeowners' displays that their neighbors find inappropriate or offensive, an untenable situation.

I explained the Directors' decision and its rationale to the homeowners who had contacted me. I also recommended that she speak with her neighbor to express the unease his action caused her. This recommendation is in keeping with SMR-HOA precedent. The Association has traditionally taken a position of neutrality in neighbor-to-neighbor disagreements and has encouraged their dialog to facilitate a mutually acceptable outcome.

Dropbox File SMR-02, Rules, Procedures and Policies, has been modified to include a new folder: Flags – Displaying on SMR Private Property. This will provide future boards the background on this issue and the rationale for the Directors' decision.

As always, my thanks to all board members for their diligence and commitment to serve the entire SMR community.

Carmen also introduced guests to the meeting.

**Discussion:**

Tom Triplett thanked Carmen for her thorough work regarding the issue of flags in our community. Larry Glasser, Architecture Chair said his committee is responsible for oversight of flag pole placement and flag size.

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

Motion to approve September Board Minutes:

Reminder that reports must also be placed in Committee Dropbox.

Annual Mailer is complete except for Financial Report. It is my hope to have everything to Herb Burton by October 16 so that they may be sent to the printer. I will be sending out a final draft for corrections before I pass it on to Herb. Directors please submit annual reports to be given orally to me by Monday, November 6. These will go into the minutes of the annual meeting which takes place on November 14.

**Discussion:**

Use of Dropbox by all board members continues to be an issue.

Carmen emphasized the importance of putting reports into Dropbox as a historical tool for the board.

Having reports in individual Dropbox files allows for easy access and greater continuity from year to year. Larry Glasser suggested that we have an organizational meeting for 2018 board in which tutorials on use of Dropbox and Skype be given.

Herb said that he and John Mitchell are always available for help in using Dropbox.

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

Bob presented the September 30, 2017 financial report of SMR operating accounts and reserve accounts which were accepted and approved by the Board. The financial condition of SMR is excellent and the HOA is able to fund all projects slated for the current year.

Bob Cole presented the final run of the 2018 Budget, which includes a 2% increase in dues and asked for board approval. Since there were no changes to the 2018 budget submitted a motion to approve the budget was made, seconded, and approved as presented.

—A recent event has raised the issue of security of our financial information. A very authentic looking email from Carmen requested a wire transfer of funds. With the tennis court project in progress it could have been legitimate. The second email provided the bank name, account name, routing and account number. We did not transfer any funds. It is clear that someone illegally obtained access to Carmen and my e-mail addresses from the SMR website. Carmen and I have discussed this and we both have concerns. Our HOA information is available to anyone by accessing our site and we post it on our bulletin board. I feel that we should limit some of the information that we publish in the minutes and would like the board's thoughts.

**Discussion:**

It was suggested that there be an oral authentication for requests for large sums of money. Bob said that we already have security in place for items over \$2,500 and that the Treasurer never wires money. However he feels our financial information can be targeted. The Board members agreed that there is need for greater security for SMR business and our website.

Board members also said that they did not feel comfortable with their personal e-mail addresses posted on the SMR website.

Motion made, seconded and approved that a statement will be put in the minutes advising residents that the financial condition of the HOA is excellent, but that for security reasons financial statements are not being published. Detailed reports are available to residents by calling the Treasurer or Secretary.

A motion was made to create generic e-mail addresses for Directors for use on our SMR website. These would belong to SMR and would be updated annually for new board members. The motion was approved as stated. This would be put in place January 1, 2018 and would be published in the annual directory.

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

The Architecture Committee has been working on a few key elements. This month we have approved a front door, front gate, exterior lighting and an inquiry on a garage door replacement. We have finalized the Request for Proposal for Painting the mailboxes and can now add all the locations and will send out for bids when the new boxes are installed. We are preparing a color chart of all the exterior colors for our committee members so they can assist SMR homeowners with any paint color questions. We are developing 3-4 additions/clarifications to the ADR's. The November newsletter will be on Termites.

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

The Dropbox archives continue to be backed up bi-monthly. John and Herb are available for help with Dropbox issues that might arise for Board members.

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

The Database is up-to-date through 10/1/17

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

We just held our first event of the Fall Season with Bill Kaufman of the Pima County Natural Resource Department and it was an "Urban Wildlife" presentation which was informative and interesting to everyone. We'll be having a celebration at the new Tennis/Pickleball Court upon completion for the "Grand Opening" as soon as it's ready for the residents. Our movie night will be held on November 17, 2017. December 10, 2017 is the new REVISED date for the annual Holiday Party which will be held at the clubhouse. We will be serving refreshments again this year for attending residents at the 2017 Annual Meeting on November 14, 2017.

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

Regular maintenance and continuing repair of the irrigation system at SMR continued during September. No major issues came up. Dick McGann held a regular Committee meeting in Sept and also Oct. His buffelgrass removal project will continue when the weather cools down a bit. Following are committee minutes which Sylvia requested be added to her report.

Funds available:

Other landscape improvements	\$2325
Plant Materials	\$ 651
Tree Pruning	<u>\$ 498</u>
Total	\$ 3474

We discussed 7 projects

1 End cap Colorado and Bribon	estimated cost	\$780
2 Redo Carrilo Islands	estimated cost	\$584
3 Bribon Common area Ferro/ Rosada	est. cost	\$475
4 East Pool pot and plants	estimated cost	\$175
5 Grind Stumps	estimated cost	\$250
6 End cap Bribon and Ferro	estimated cost	\$500
7 Brown rock Pico Del Monte	estimated cost	<u>\$500</u>
	Total	\$ 3264

..There is \$248 left in the tree pruning budget. Also there is \$800 in the Extra Contract Days budget.

..Also discussed the Tree trimming request from the realtor, committee decided this would not be a good idea to do.

..Zone reports discussed with Darrin.

..Informed the zone mangers that a maintenance compliance letter was sent out.

..Concerning the 7 projects plants lists were decided one Darrin has the list for each project..

For the Bribon common area a bench will be used in that project.

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

One of our Neighborhood Watch Block Leaders, Joan Nevin, has submitted her resignation from the committee effective October 15, 2017. Joan has served on our committee for a number of years and I invite you to join me in thanking her for her service. Joan has been covering two areas of North Camino Ferreo.

I'm pleased to announce that two Ferreo residents, Joy Jensen and Vickie Radoye, have agreed to join the Neighborhood Watch Committee and to share the coverage of Camino Ferreo. I respectfully request board approval of Joy's and Vickie's appointments.

I have scheduled a Neighborhood Watch Committee Meeting for Tuesday, October 17, 2017 at 6:00 p.m. The purpose of the meeting is to cover a variety of topics including the committee's duties, program philosophy, and a review of SMR's welcome packet contents. Jim Edwards (4564 N Trocha Alegre), who has expressed an interest in Chairing the 2018 Neighborhood Watch Committee, will be attending this meeting. This will allow him and committee members the opportunity to meet and will also provide him specific information relating to committee functions.

**Discussion:**

Board approved Joy Jensen and Vickie Radoye to serve as committee members covering Camino Ferreo.

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

No report. Our work for 2017 is complete, but I encourage everyone's involvement in seeking and recruiting future directors.

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

The October newsletter was posted on the SMRHOA website and announcements emailed by October 1. Jerry Moore did the October mailing. Kathleen Flaherty and Jim Warner handled the electronic posting and distribution. Alan did most of the newsletter layout. Thank you Alan, John, Jerry, Kathleen and Jim.

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

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

Pool facilities – I am pleased to report that all pool facilities are working correctly at the time of this report.

Tennis/Pickleball Court – The completion schedule had to be extended due to finding major rocks/boulders at a depth of 36" presenting extra efforts and time to dig holes for the new fence extensions. A meeting with the construction supervisor, our consultants, and committee members last week to review the progress has now determined that the anticipated completion should be around November 11th. The concrete pour is now scheduled for Friday, October 13<sup>th</sup> beginning at 3 a.m., ending around 6 a.m. This will be the noise-producing time we had thought would occur on September 27<sup>th</sup>. A new e-blast will be sent out notifying residents of the possible noise disturbance.

There are some additions that the committee will need to decide upon including replacing the aging fence, the wind mesh, width of the sidewalk leading into the new gate area, going from 2 pickle ball courts to 4 courts. Each of these possible items should be investigated included with needs now and in the future as well as their financial impact.

Water Aerobics has completed its summer activities. Yoga continues its weekly program.

**Discussion:**

There was a consensus of Board members present that new vinyl coated fencing should be put in place. Once bid received from contractor, board will consider bid for approval. This will be an e-mail approval. Paul also reported that the committee has determined it best to install only 2 pickleball courts at this time instead of 4. This will help with scheduling as well as eliminate extra lines on tennis court. Paul advised the board that increasing the number of pickleball courts in the future can be easily accomplished if necessary.

Board members thanked Paul Greenberg for his dedicated work as Recreation Chair.

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

SMR Resale Activity for September 2017

Listed:

4651 N Arroyo Vacio  
6920 E Paseo Penoso  
6850 E Pico del Monte

In Escrow:

3 Properties

Closed:

6840 E Pico del Monte

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

The seal coating of Bribon has to be coordinated with the tennis court construction. Paul Greenberg has confirmed the week of October 30 to November 3 as our opening for the Bribon work while the new concrete at the tennis court is curing. I've been able to meet with the seal coat contractor, Ace Asphalt, and they have that week open for our work. The use of Bribon during the work will be very limited to residential traffic, and we will do everything possible to make the work flow as smoothly as possible while providing for the needs of our residents on Bribon, Ferreo and Rosada. Private automobiles will NOT be able to drive across the freshly laid seal coat. Work hours will be approximately 8AM to 4PM.

The schedule for the seal coating is:

**Tuesday, October 31 – Wednesday, November 1** – Seal coat the north half of Bribon from the Ferreo intersection west to Colorada. Seal coat the entire length of Bribon from the eastern edge of the Ferreo intersection at Bribon to the end of the trash area. This will include the east pool parking area. The contractor will supply flaggers with radios for traffic control. Traffic from Ferreo and Rosada will be directed to the south lane via a left turn only. Wednesday will be used for curing the fresh seal coat.

**Thursday, November 2 – Friday, November 3** – Seal coat the south half of Bribon – Ferreo to Colorada. The Ferreo and Rosada intersections will each be coated half in the morning and the other half later in the day, thus allowing traffic to flow onto Bribon via right turn only using the north lane. Friday will be used for curing the fresh seal coat.

As I understand the process, the cure days of Wednesday and Friday will allow traffic to flow on the new surface, but will have cones along the roadway for cautionary purposes in an effort to slow the traffic. We will rent one extended golf cart to transport the Bribon residents as well as any

Ferreo and Rosada residents needing assistance. We will hand out flyers to Bribon, Ferreo and Rosada residents face to face, if possible. I will send out two email blasts; the week of October 15 and again the Friday before work is to begin. I'll be asking for help to have people stationed at the two intersections on Tuesday and Thursday. If anyone wants to work a 2 hour shift on Tuesday and Thursday, please let me know.

I have ordered three sets of the board approved signs stating 1) the HOA as private property – No Trespassing and 2) prohibiting non-resident bicycle traffic. These should be put in place within two weeks. Signs alone will not stop bicycle traffic, but I believe we will have covered ourselves should there be an accident involving a non-resident citizen on our property without permission. Additionally, the new wording on these signs will allow the Sheriff's Department to enforce no trespassing laws. Our current signs' wording does not.

A thank you goes out to Darrin Seidel for re-setting the directional sign on Via Colorada at Bribon.

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

SAC will have its last meeting for 2017 on November 8 at 5:30 PM at the SMR Clubhouse. The topic for the meeting has not yet been announced.

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

No report.

**18. Old Business:** None

**19. New Business:** None

**20. Member and Guest Comments:** Ken Smith shared his opinion that SMR should not post No Trespassing/Non resident Cyclist Prohibited signs. He feels that we should support the Tucson bicycling community and that non-resident bikers and cyclist groups should be welcome in SMR. Carmen and other board members explained to Ken that his proposal was contrary to the Association's private property requirements, that the action was decided and approved at the September board meeting after lengthy discussion, and was based on the advice of the SMR attorney and the Pima County sheriff's department. Carmen shared background information regarding the board's attempts to work with the cyclist community prior to that meeting, and that the board had carefully considered all alternatives at that meeting before approving the addition of No Trespassing signs.

The action of posting No Trespassing signs which also prohibit non-resident cycling is consistent with the carrying out of board responsibilities including establishing rules and procedures which govern the use of SMR's common areas per our CC&Rs, safeguarding against actions that put SMR homeowners and others at risk while on SMR property, and protecting SMR/owner assets should accidents occur. It also makes possible the Sheriff Department's ability to enforce No Trespassing laws.

In closing, Carmen stated that this and other board actions are not taken lightly or to advance personal opinions or preferences, but rather to serve the best interest of the entire SMR community.

Board members thanked Ken for his input and expressed their appreciation for HOA member opinions and comments.

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

**22. Meeting adjourned at 3:55 PM.**

**Signed by Susan Arbuckle and Carmen Wiswell November 9, 2017**