

**Minutes of Sunrise Mountain Ridge  
Homeowner's Association Board Meeting  
December 9, 2021  
Via Zoom Videoconference**

**Call to Order:** President, Jim Warner, called the meeting of the SMR Board at 9:00 am.

**1. Directors Present:** President, Website Chair – Jim Warner, Vice President, Recreation Chair – Jay Flaherty, Treasurer – Neil Schneider, Secretary - Barbara Carbajal, Archive, Nominations, Roads Chair - John Mitchell, Architecture Chair – Janet Pearce Foster, Landscape Chair – Eloise Gore

**2. Directors Absent:**

**3. Committee Chairs Present:** Hospitality Co-Chairs – Colleen McAuliffe and Ron Flynn, Neighborhood Watch Chair – Bob Shaff, Publications Chair – Alan Frankle, Volunteer Liaison – Allen Hile

**4. Committee Chairs Absent:** Database Chair – Herb Burton

**5. Guests:** Pat Frankle, Susan Broaddus, Tom Triplett, David Finegold, Fred Koser, Greg Adams, Barbara Elswerth

**President Report: Jim Warner**

The annual homeowners' meeting was a great success even though we were forced again to hold the meeting online. COVID restrictions, personal preferences and St. Alban's policies made the possibility of a hybrid meeting this year impossible. Hopefully, next year's meeting will be a little more personal provided COVID restrictions are loosened.

Even with COVID's shadow over everyone the board was able to get a great deal accomplished this year. Landscaping never looked better especially with the help of some rain this year, architecture was able to clarify and publish home improvement rules, recreation maintained our pools and tennis court in addition to resurfacing the east pool and updating the clubhouse, roads were resurfaced with a new longer lasting material, hospitality was creative to get us together for new resident orientation and some social events, neighborhood watch tried to meet all new residents and distribute community materials as well as making sure their names were put into the database, finance kept the community's spending on track, our secretary made sure everyone received the information needed for the annual meeting and that the meeting minutes were archived, and I was the community cheerleader making sure you knew how much your volunteer board did for the community. We accomplished a lot during this difficult year and remained a self-managed neighborhood. I am proud to have been the board president for the last 3 years and feel privileged to have had this opportunity.

There will be a short presentation about fruit picking that I will work into the agenda when appropriate.

Thank you and best of luck to the 2022 board.

There will be an organizational meeting for the 2022 board led by John Mitchell after adjournment of the December 2021 board meeting.

### **Secretary Report: Barbara Carbajal**

The October SMRHOA Board minutes are presented for approval. I make a motion to approve them.

Please note the SMR HOA Board meetings for 2022 will be the second Thursday of each month at 9:00 am. The dates are as follows: January 13, February 10, March 10, April 14, May 12, June 9, September 8, October 13, Annual Meeting November 9 (*Election Day is November 8*), November 10 (*unless Annual Mtg satisfies as a board meeting*), December 8. Meeting venue will be stated at time of each board meeting.

I will be registering Greg Adams, Colleen McAuliffe and Bob Shaff, our new directors for 2022, with the AZ Corp Commission and deleting Jim Warner, Jay Flaherty, and John Mitchell. I will also advise Tom Bowers at State Farm to add the new directors to the Fidelity Indemnity Insurance policy; I have the forms for them to fill out and sign. State Farm will be deleting Jim, Jay and John from the policy.

### **Additional Comments/Discussion**

Motion to accept the October minutes was seconded, voted on and motion carried.

The 2022 Board meeting dates can be modified by the incoming board if need be.

### **Treasurer Report: Neil Schneider**

At this time, I have not yet received the monthly financial statement. I will distribute them as soon as I receive them.

### **Distribution Of Financial Statements**

Question came up at the Nov Board meeting from a resident about receiving our Audit Report. To my knowledge no formal policy exists for the distribution of financial statements. I think our financial information is something we should hold close but we also need to balance the right of homeowners to information about the finances of the HOA.

I have this general framework for a policy.

Financial statements (Final Audit and Monthly/Annual financial statements) will be regularly distributed to both Directors and Committee Chairs. The treasurer at his discretion may share financial statements with the budget and finance committee. All other residents may receive the financial statements by making a written request. A separate request must be made for each financial statement required. These publicly released statements will be redacted for confidential information of both residents and the HOA.

Directors and Committee Chairs are required to be discrete in how they disseminate financial information that they may receive.

The question is, do I make this a formal policy or keep it as informal.

### **Structure of Monthly Financial Statements**

I think the question at the board meeting could have been avoided had the information in the annual meeting distribution been better thought out. I take responsibility for that. Unless someone objects, I will change the data being reported for next year's meeting to more closely reflect our current financial position.

In the upcoming year I am going to take some liberties with what information is distributed to the directors and committee chairs. The current process is to take the monthly statement from Cadden, reduce it, and forward that reduced statement to the copyreaders. Going forward I will reduce further the information to try and tighten and focus what is distributed.

Greg Adams has shared with me some improvements he thinks we can make to the material distributed. If anyone else has suggestions please forward them to me.

I am not looking to make this process more difficult.

### **Collections**

As of two weeks ago we had two homeowners who had not yet paid their July dues. We are at the point where we probably need to discuss next steps. Those steps would be to turn the accounts over to Cadden for collection or to engage an attorney to take legal action. Both steps will require that we spend money.

### **Additional Comments/Discussion**

No-one objected to the structure changes of the monthly financial statements. Eloise and Neil will work out the collections item.

### **Presentation of the Fruit Gleaning Project**

**by Barbara Elswerth of the Iskashitaa Refugee Network**

Two of our residents, David Feingold and Fred Koser, invited Barbara Elswerth to speak to the Board regarding a project of theirs to pick fruit from the fruit trees in residents' yards. Barbara presented background and information on her organization's harvesting of fruit by and for refugees in the Tucson area. (<https://www.iskashitaa.org/>) She proposed that members of her refugee program would come to SMR to pick residents' excess fruit to provide to

her organization for distribution to local refugees. This group is self-insured and the fruit-pickers will sign liability waivers while doing this work here. David and Fred have volunteered to supervise the fruit-pickers when they are at SMR. The Board will consider whether to permit this project to proceed. If so, residents will be informed so that they can decide whether they want to participate. Further information will be posted on the Bulletin Boards. Eloise will follow up with David and Fred.

### **Architecture Report: Janet Pearce Foster**

The December Architecture Committee meeting was held on via Zoom teleconferencing because the committee chair was out of town.

#### **A. Project Applications/Approvals/Denial**

There was one project approval and one approval pending a site visit by the committee.

#### **B. Resale Inspections**

There were two requests for Resale Inspections.

#### **C. New residents**

None

#### **D. Ongoing Issues and Updates**

1)The Architectural Design Reference document is being completely reformatted to reduce its length and increase its clarity. The committee requests that the new version be included with the Resident Directory package.

2)The committee is hoping to produce a new, SMR-based Harried Homeowners' Helper without waiting for input from other Fairfield HOAs. To encourage resident participation, a form is being designed which the committee would like to include with the annual Directory mailing. Additionally, it is recommended that the new document be put on the SMR website and not printed, allowing for more efficient and, perhaps, regularly scheduled updates.

#### **E. Architecture Committee Projects.**

1. This may be/have been reported elsewhere: SMR has a new contact at Cadden Management, Liesl Zahn. I have notified Angie Perryman, the Resale Manager.

2. The annual walkabout survey

### **Archive Report: John Mitchell**

The Archive Chair continues to maintain the folders in Dropbox to ensure that the relevant documents are archived. In addition to the Dropbox cloud backup, the Dropbox files are backed up periodically on an external hard drive.

### **Database: Herb Burton**

Nothing new to report.

## **Hospitality: Colleen McAuliffe and Ron Flynn**

Our happy hour and guest speaker event on November 16th was well attended. We had approximately 100 residents come to hear our speaker and neighbor, Frank Figliuzzi, the Former FBI Assistant Director for Counterintelligence. Frank talked about the history of the FBI, and shared some of his experience over the 25 years he was with the Bureau. He also discussed his book "The FBI Way" and his podcast "The Bureau with Frank Figliuzzi" and took questions from the residents. He was very well received, and several residents stayed to have their copy of his book signed.

Our December event will be on Sunday, the 5th from 1:00 - 3:00. We will provide snacks and drinks and have asked residents to bring a donation for either TMC Children's Hospital, The Humane Society of Southern Arizona, or the Community Food Bank.

We haven't planned anything for January. We are considering an open house type of event for residents to see the newly renovated clubhouse. We would still want to have the food and drink tables set up outside to avoid having too many people in the clubhouse at the same time, therefore, it will depend on the weather.

We want to thank Neil for working with Cadden to get an HOA debit card in Ron's name for the clubhouse supply purchases account. We would also like to thank Marc and Leslie Adams for donating a wine refrigerator to the clubhouse!

## **Additional Comments/Discussion**

165 residents attended the BBQ on October 21.

76 residents participated in a very successful event on December 5. Thanks to the generosity of our SMR residents 468 lbs of food and \$310 was donated to the Community Food Bank, \$110 was donated to TMC Children's Hospital along with a trunk load of toys, games and books. \$175 was donated to the Humane Society, along with a trunk load of supplies. Bob Shaff congratulated and thanked Colleen and Ron for the successful December 5 event. Jim W said that Colleen and Ron have set a high baseline for events to come in 2022.

## **Landscape: Eloise Gore**

The past month has been pretty quiet for Landscape. Darrin is working in Zone 3 and also provided new brown rock cover for two areas in Zone 8 and one location in Zone 1. Thus far, Zone 3 work has focused on trimming trees and removing undesirable plant growth in the upper Bribon Common Area behind homes on Penoso. Work in Zone 3 will continue through December.

Over the past two months, the weather has been magnificent, but there has been no rain. We are reaching the point again where precipitation is needed, and we hope the winter will bring some moisture. Darrin has a large tank in his truck and can hand-water if necessary.

The Committee has been considering ways to speed up the zone rotations. Currently we are only able to complete one general maintenance rotation in each of the eight zones in a twelve-month period. We would like to be able to get to each zone twice in a year. We will discuss several options at our December meeting.

I am at the end of my three-year term as Landscape Chair. This is the best job I have ever had, due in large part to the truly fantastic team of Committee members and Darrin Seidel, our landscape contractor. I want to thank the Board for its consistent support of the Committee and the decisions we have made. I am very pleased to say that we have received many compliments about the SMR Landscape, and I am so proud of the Committee for its diligent work. I feel very confident that Greg Adams will do a great job chairing the Committee next year. Landscape has wonderful plans for making noticeable improvements by the replenishment of brown rock ground cover throughout the community, as well as adding more boulders to highlight the plants. 2021 was a very good year for our landscape due to the plentiful monsoon rains. I can only wish that we will be blessed again in 2022.

### **Neighborhood Watch: Bob Shaff** **Recruiting of Pool/Court Security Monitors**

I am delighted that 9 SMR residents have volunteered to serve as Pool/Court Security Monitors. Jay Flaherty and Jim Warner hosted an introductory session for the volunteers in November. Additional training will be conducted in December as Neighborhood Watch assumes this responsibility for SMR.

The Monitoring process will assign each month of 2022 to 2 volunteers...one to monitor the East Pool and one to monitor the West Pool/Court. Two volunteers are assigned to January, two others assigned to February, and two others assigned to March. The January volunteers will be assigned to April, and so on through the year. This schedule requires 6 volunteers, each pair serving every 4 months. The 3 additional volunteers will be available to fill in or substitute as needed.

We are fortunate that Eloise Gore and Allen Hile are the January volunteers, and Harlan and Mary Lyso in for February. We will learn greatly in these first two months and use that experience to refine the scheduling and the process.

### **Request for Ideas from SMR Board Members**

At the October Board meeting, I proposed the following idea:

Now that some restrictions are being lifted, I'm hoping that we, as a Board, can find safe ways to return to some of the things that have made SMR so special and add a few more while we are at it.

My idea is this: At each future Board meeting, set an agenda item where each Board member and Committee Chair offers one idea, within the scope of their Directorship, for something we could initiate that would bring SMR residents closer, improve our community, save money, and/or make our neighbors feel a bit more special for living here. The Board could then vote on which one or two that we will adopt and act upon. Think of the ideas we will hear. Think of the conversations that will be sparked. Think of the things we will do.

There are lots of ideas out there. All we need to do is act upon a few of them and communicate them to all 291 of our residents and their families.

***I'm hoping that all our SMR HOA Board members will respond to this request, by suggesting an idea within their Directorship at each meeting. The ideas do not have to be earth-shaking or revolutionary...just small improvements, that, when taken together and communicated to our 291 residents, will make SMR a bit more special than we already are.***

***Here is my idea for December: When the 2022 SMR Directory is printed, I am asking our 25 Neighborhood Watch Block Captains to personally deliver the Directories to the residents living in their "block", rather than bearing the expense of mailing them. This gives the Block Captain and the resident an additional personal contact and saves our HOA the mailing costs.***

### **Nominations: John Mitchell**

The Nominating Committee chair will conduct the Organizational meeting that follows the December Board meeting. At that meeting, the proposed Board officers and Committee chairs will be proposed. A brief summary of the responsibilities of the SMR Board will be presented.

### **Publications: Alan Frankle**

The good news is the Susan Broaddus has volunteered to be the new Newsletter Editor. Susan has an excellent background in editing and communications. Susan will begin with the January 2022 Newsletter. Therefore, please send her your new titles and headshots as soon as possible. Also please submit your Newsletter items by December 20<sup>th</sup> as Susan will have a houseful of relatives visiting for the Holidays. Susan will only be taking over the Newsletter, not the Directory or Publications chair. I will continue to do the Directory for 2022.

I do have several items I would like the new board to discuss sometime in the future.

1. Do we need a Newsletter? Each Chair that now reports in the Newsletter could have a real-time communication via the Website. No early deadlines and no make small talk to fill your monthly inputs.
2. Do we need all the extraneous information in the directory? It is over half of the current directory. Thus, directory expense would be cut in half. The resident information and

cross-reference would remain the same. I realize that some people like the hard copy of the other material, but personally I have looked at it once in 8 years to get paint colors. On-line would have been just fine for my needs.

3. Do we need a Publications Chair? I think we would be more efficient if we had an Information Chair, that oversaw, Newsletter, Directory, Data Base and Website.

Over the last 5 years we have seen many changes in how we communicated with our SMR neighbors. We used to print and mail 300 Newsletters 11 times a year. It took a few years to eliminate the mailings completely, though Jim misses some of his embarrassing moments delivering to the last 3 printed copies holdouts. This change was possible because of advances in technology and the changing demographic in SMR.

Last year I approached Bob Shaff who had expressed his desire to get his block captains to meet the neighbors on their watch. We agreed that it would be beneficial to all if the Block Captains hand delivered the New Directories. Bob and his block Captains hand delivered the majority of the Directories to our non-rental owners. Each directory cost \$2.00 to mail last year creating a saving of over \$400. Thanks Bob.

Year end thanks go to Herb Burton for being a very gracious backup for when I am injured or traveling. Thanks also to Marijo Nagle and Pat Frankle for labelling and stuffing the 300 directories.

#### **Additional Comments/Discussion:**

Jim Warner said that an Information Group already exists (which he began) and he is willing to work with the new board to review and make it more effective.

Board members, please send your pictures to Susan B and Alan for the Newsletter. They will let the board know the formatting.

Chairman news that occurred at the Organization meeting held after the December Board meeting: Susan B has agreed to be named Publication Chair. Welcome!

#### **Recreation: Jay Flaherty**

##### **Pools and Spas**

The East pool reopened November 14<sup>th</sup> and heat was gradually introduced into the system. The solar heating was turned on December 1 and a new leak was detected at the manifold. The Solar store continues to provide warranty service. This system has presented multiple leaks in the three years it has been operational and will continue to require close monitoring by the Recreation committee.

The Board will discuss returning to the regular practice of turning off the gas heat at the West pool for the December through February timeframe. The West pool heat remained on last year to alleviate crowding due to Covid restrictions.

Both spas are open and operating. The East spa will need tile cleaning in the next few months.

E-Konomy has been requested to provide an estimate for pool tech services in 2022 for comparison to other service companies.

### **Clubhouse**

The clubhouse remodel is progressing nicely. The ceiling has been finished, new shelving in the storage room has been constructed, painting is taking place this week along with installation of new flooring. Final electrical including installation of new led lighting, additional cabinets in the kitchen area and upgrading the sound system will follow. The south windows and all solar screens are scheduled to be installed December 30<sup>th</sup>. The restrooms will also be repainted. Committee chairs should be able to return their materials to the storage room December 18<sup>th</sup> (more info will be provided).

The request for photos from SMR residents was met with overwhelming response. Over 200 photos have been submitted.

Regular updates to the community are provided when something significant can be shared. Hopefully a resident walk through can be scheduled in January.

### **Court**

The Court sub committee has met to review a request from a resident for the construction of a stand alone pickle ball court. Their report will be reviewed.

*Here is the Court Review Committee's recommendation:*

The SMR Court Committee met on December 3<sup>rd</sup> to review a designated pickleball proposal. Referring to a resident's letter to the Board and thoroughly addressing each point, we concluded that the proposal is a solution in need of a problem.

To the best of our knowledge, there have not been multiple complaints about restricted play. The only early mornings firmly reserved are Tuesday, Thursday and Saturday; these accommodate a tennis group and open play for pickleball players. These were set when the new courts were completed. This leaves four other mornings which anyone can reserve two weeks prior to the preferred scheduled play. This resident also plays tennis with a mixed Fairfield group which has many tennis courts available to them; Fort Lowell also has brand new courts close by. When residents can be open to any flexibility in scheduling, there appear to be many open time slots for play. Two two-hour blocks of time can be reserved any morning (the resident's preferred time), even in the summertime as play begins quite early to avoid the heat.

We appreciate the resident's concern about the noise pickleball playing produces, but we have had no complaints from neighbors. The whole neighborhood was canvassed before the courts were constructed with no one having any opposition to the project.

We do agree that SMR is held in high regard as a desirable neighborhood. For some, the availability of tennis and pickleball courts is a factor, for others, perhaps not. We understand a ballpark construction cost was solicited and wondered if that amount was inclusive of all that would be involved in land preparation, court construction and continued maintenance.

### **Additional Comments/Discussion**

The Clubhouse renovation has come in under budget. A tour of the Clubhouse for Board members will be scheduled sometime in January. New keys will be distributed to board members once renovation completed. Fire sprinklers will be investigated in the kitchen area of the Clubhouse. The heater in the West Pool will be off December thru February as was the practice before COVID arrived. A suggestion was made by Alan Frankle to improve the lighting at the Courts as to make avail more hours of nite play in the summertime.

**Roads: John Mitchell**

A “No Outlet” sign was installed at the entrance to Placita del Tio. Other than that, it was a quiet month for Roads.

**Volunteer Liaison: Allen Hile**

Volunteerism appears to be alive and well at SMR. We are planning a Thank You event in February.

**Old Business:**

**New Business:**

Barbara acknowledged big Thank You’s to Jim, Jay and John for their service and gracious donation of many, many hours of time to enhance life here at SMR for the past 3 years.

**Member Comments:**

Motion was made and seconded to adjourn the meeting. Motion passed unanimously. Meeting adjourned at 10:33am.

Next regular meeting of the SMR HOA Board will be held on January 13, 2022 at 9:00am via Zoom Videoconference.

**Respectfully Submitted,**

Secretary, Barbara Carbajal Barbara Anne Carbajal Date 1/13/2022

President, Jim Warner Jim Warner Date 1/17/2022