

**Minutes of Sunrise Mountain Ridge
Homeowner's Association Board Meeting
February 11, 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: Database Chair – Herb Burton, Hospitality Chair - Colleen McAuliffe and Ron Flynn, Neighborhood Watch Chair – Bob Shaff,

4. Committee Chairs Absent: Volunteer Liaison – Allen Hile, Publications Chair – Alan Frankle

5. Guests: Jeff Bartel, Sue and Ed Melvin, Bob Cole

President Report: Jim Warner

Hello everyone! Welcome to the February 2021 SMR HOA board meeting.

Since Neighborhood Watch has taken over the neighborhood doody patrol I will have a little less to discuss this month. The only item I have to mention on that subject is my notes from previous meetings was that SMR would purchase additional “Pick up after your dog” signs to be placed around the worst areas. Eloise had done some research on the subject but I have not noticed any additional signs and wonder if this has been done.

First the good news. I received many positive comments about the COVID-19 e-blast done last month. Residents have asked that we report updates as they happen. Secondly, many people have told me that they appreciate the “Current Newsletter” link on the HOME page of the website, so I guess it stays.

As coincidence would have it many residence owners contacted me about an updated edition to the “Harried Homeowner Helpers”. I told them that we are in the process of updating it. I also spoke to some of the contractors listed in the book asking the same thing. It seems there are customers waiting for a product. There were also some inquiries about advertising in our newsletter. I pointed the contractors toward Alan Frankle.

An unfortunate incident occurred at the east pool where one resident questioned the residency of a second and the conversation became heated. After much discussion and investigation (not our job) the situation totally deflated. Jay and Bob may want to expand on the subject if they find it necessary. What I did come away with from this is we may want to add a resident's car information including license plate numbers, make, model, color and year to their database information. This information may have deflated the situation sooner as well as giving us information if a vehicle in someone's drive actually belongs to the homeowner. I realize there may be problems with this, but having the information may be helpful.

And finally the bad news. I received nothing but good reports about the work we are doing so that means no one gets fired this month and all are expected to continue doing your usual excellent work! Thank you to everyone.

The next board meeting is March 11th at 9:00 am and I expect it to be by video conference.

Additional comments/Discussion:

Eloise will put signs on Bulletin Boards regarding "Pickup after your pet".

Secretary Report: Barbara Carbajal

January 2021 SMR Board minutes are presented for approval.

Thank you to the Board for sending your reports this month in a timely manner.

Thank you to the members who have emailed/delivered to me the Conflict of Interest signed forms. It is a yearly "thing to do".

Additional Comments/Discussion:

A motion was made to accept the January 2021 SMR HOA Board minutes. It was seconded, voted on and carried.

Treasurer Report: Neil Schneider

The statement shows that we are running almost \$5000 below budget in terms of operating expenses. This probably understates operating expenses for the month and we are probably close to budget in terms of expenses. The financial report doesn't reflect \$3700 in expenses with Economy pools that was disbursed Feb 1. It also doesn't reflect any administrative expenses. Our actual expenses are ahead of reported due to \$2300 in pool repairs and \$1700 in landscape for plant replacement. I'll follow up with Cadden to address these issues.

We currently have \$19000 in prepaid HOA fees. We have \$22000 in past due fees. There is one significant past due which is in bankruptcy. I'll leave Eloise to address the bankruptcy.

We had a meeting to discuss the Reserve Study. We determined that the study would cover the period of 2022-2024 and be completed by the end of the year. Jay and Eloise are going to ap-

proach a resident about leading the reserve study. We also agreed to hire an outside firm to actually conduct the study.

Additional Comments/Discussion:

Greg Adams, SMR resident, has agreed to be the point person on the Reserve Study. Jim W will help Neil with extending Zoom meeting time and connectivity for Reserve Study meetings. Several board members opined regarding assessment late payments. Bob Cole said in the past late fees were charged unless a valid excuse could be made by the resident to justify. It was agreed by the Board to charge late fees on delinquent accounts as in the past. The Audit is set for the April/May time period. Neil will adjust December charges for the Landscape Committee to correct. There was some discussion regarding Cadden and a problem with the liaison. Regarding the property in bankruptcy, the property is being sold per Eloise.

Architecture Report: Janet Pearce Foster

The February Architecture Committee meeting was held via Zoom teleconferencing due to COVID-19 social distancing recommendations.

A. Project Applications/Approvals/Denial

There were five project applications; three were approved and two were denied.

B. Resale Inspections

There was one resale inspection.

C. New residents

None reported by Cadden Management.

D. Ongoing Issues and Updates

- 1) The committee unanimously approved **Nancy Heiser** as a new member. A motion will be made for the board to approve Nancy.
- 2) Last year, it was requested that an explanation of the **Resale Inspection process** be made to the Board. An Architecture Committee subcommittee on this topic was formed and after updating then putting procedures into practice, a flow chart was created with the help of Resale Manager, Angie Perryman. Please see **Attachment #1**.
- 3) Repainting of **entrance signage**. A contractor has been retained and we are waiting for time availability. The board will be update on progress.
- 4) Some recent project applications have been denied because the committee determined them to be outside the CC&R and ADR design standard specified as Mission Revival. After a good discussion, the committee unanimously voted to uphold the design guideline of Mission Revival for architectural finishes (e.g. light fixtures, doors, gates, etc.). Because there are finishes within the community that are outside the Mission Revival style, it was agreed that those existing would be allowed to remain but that going forward, an attempt at an interpretation of the Mission Revival style would be required.

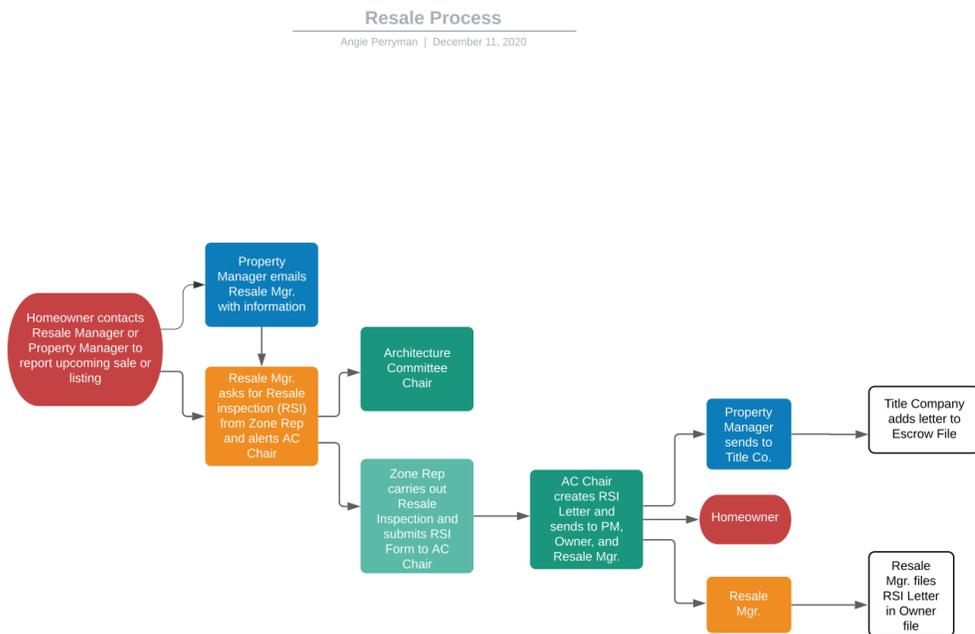
The committee would like to ask the board’s support of this commitment to uphold the CC&R and ADR statement of the SMR “look and feel” as Mission Revival. Since this is more of a philosophical request, please advise whether a motion is required to record the board’s support.

E. Architecture Committee Projects.

1. There are no updates to the current ADR for 2021.

Attachment

#1 Resale Process Chart, by Angie Perryman dated 12/11/20.



Additional Comments/Discussion:

There was quite a bit of discussion on Item 4. It was the sense of the SMRHOA Board to support the Architecture Committee relying on their expertise with the ADR’s as to decisions made to resident applications with respect to passing and/or denying approvals on projects.

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 to report this month.

Additional Comments/Discussion

The deadline is Feb. 15 for any additions or changes to information in the Directory.

Herb will send an Eblast to the community regarding COVID 19 vaccinations that will be available at UofA. This will also be placed on the bulletin boards.

Hospitality: Colleen McAuliffe and Ron Flynn

Sadly, we have nothing new to report this month.

Landscape: Eloise Gore

Despite having a very busy January, there is not much to report to the Board. We continued planting the items previously purchased throughout the community, and we assembled a new plant list for 2021. We have also begun buying additional small rock cover and large boulders. All of these items were delivered and distributed among the landscape zones on Saturday and Sunday, February 6-7. Darrin and his team worked overtime to move the boulders around and place them carefully with a small tractor. Very impressive.

The additional planting, plus the rock and boulders, plus the regular clean up and maintenance are making a noticeable difference in SMR. I hope my fellow Board members are noticing the changes. The woody area at Chico and Trocha Alegre, the hillside at Arroyo Vacio and Trocha Alegre (east side); and the slope at Trocha Alegre and Plaza de Toros show marked improvement in my opinion.

The January rains have helped address the long term drought, but we are still having to hand water many of the plants. We are considering hiring a company to truck in water, but it has been difficult to get a contractor lined up. Similarly, we have not gotten a schedule for the Erosion work because this contractor, Bert Frick, is recovering from Covid.

We have not had any resident issues in the past month. One Vacio resident asked if Landscape needed more money. I responded, Doesn't everybody? But I really think we are doing well with the Budget we have and are starting off the year energetically and creatively. It's a great team.

Additional Comments/Discussion

Eloise suggests we walk/drive around our SMR community to see all the wonderful improvements that have been made this past month with respects to plantings and restoration.

Neighborhood Watch: Bob Shaff

There are 3 topics to be discussed at this month's BOD meeting that are in the Neighborhood Watch area of responsibility:

Dog Poop

There have been several recent reports of neighborhood walkers not picking up their dog's poop. More disgusting than that is that the reports also list examples of walkers picking up the poop, placing it in a plastic grocery bag, and then tossing the bag into the rocky area along the street. I will ask our 25 block captains to be on the watch for any repeat circumstances of this behavior.

Gas smells at the dumpster

A neighbor reported that one of her house guests was walking by the large Dumpster adjacent to the East Pool and smelled what he thought was leaking gas in the area. I went by and did detect a gas-like smell. I then asked our SMR Landscape Chair and our Block Captain for that area to investigate, because, according to my wife, I am not well-known for my sense of smell (I can't tell when she uses a new perfume). Eloise contacted Darrin and learned that he uses a chemical to eliminate grubs in our neighborhood that emits a gas-like smell, and that he had just discarded an empty container of that product in the dumpster. I called the reporting neighbor to report. She was very appreciative that we (the SMR team, not just me) took her report seriously by taking action to investigate. Reacting proactively to residents' feedback in this way we earn the reputation that SMR has for being a wonderful place to live, and I thank Eloise Gore and Ellie Jewell for their help.

Revising the Outdoor Lighting guide in the 2021 Directory

The section in the Architecture Section of our SMR directory that addresses the outdoor lighting guidelines is outdated (guidelines refer to CFLs and sample wattages rather than LEDs) and needs revision prior to the publishing of the 2021 edition. Since keeping post lamps shining is a key responsibility of the Neighborhood Watch Committee, I will create a new version, and get Architectural Committee approval prior to the publishing deadline.

Additional Comments/Discussion

All issues discussed above have been resolved amiably.

Nominations: John Mitchell

The committee has not met and there is no action to report.

Publications: Alan Frankle

It is time for publishing a new Homeowners Directory. Please review and submit the appropriate materials for Database, Recreation, Architecture, and Neighborhood Watch by February 15th. Landscape has already submitted material. Thanks for your help. February is always busy with both the Newsletter and Directory being put together in the last half of the month.

Recreation: Jay Flaherty

Pools and Spas

All operating at this moment. The contract with Pima Pool Plastering has been signed and work is scheduled to be completed during May. A determination will be made in May as to whether the East Spa can safely remain open during the renovation.

Court

The east side wind screens have been ordered from Elite Sports. Installation should occur in the next few weeks.

Clubhouse

Remains closed.

We have had a couple of trespassing incidents caught on the security cameras. One occurred at 3 AM.

Roads: John Mitchell

The work done in December in which Comcast replaced a cable underneath a section of sidewalk using a drilling machine and damaged a section of the sidewalk and a driveway has been repaired. I met with Comcast representatives and the affected residents. Comcast then directed the subcontractor to replace several sidewalk sections and two sections of the damaged driveway. The repair work did not completely bring the landscaping back to its original condition, but the subcontractor did the best that they could. We accepted the repairs and were pleased with the responsiveness of Comcast in addressing a hazardous situation.

The RFP for the application of slurry seal to the section of Bribon from the clubhouse to the dumpster (trash chute) was sent to five local asphalt companies. Five bids were received, ranging in price from \$9,390 to \$ 34,260. The three lowest bids were for the repair of the deteriorated sections of the road and then application of a Type II slurry seal (also known as microsurface) treatment. The slurry seal/microsurface treatment is expected to extend the road life for 10 years or more. Two of the bids were 20 % higher than the lowest bid. The fourth lowest bid was for an equivalent treatment (chip seal) and repair and but significantly higher than the lowest three bids. Chip seal does not extend the life of the road over that for slurry seal. The highest bid was to remove and repave about 80 % of the damaged road and crack seal and then coat the remaining 20 %. Although this bid is for a long-term solution, the cost is higher than expected and the other treatments will probably be satisfactory, given the light use of the road.

The Roads committee is now considering these bids and will provide me with advice. I anticipate that the committee will recommend accepting the lowest bid as it meets the RFP specifications and is within the expected price range. The contractor has done acceptable work for SMR previously. I will move that the contract be awarded to the lowest bidder. The project will be paid for by Reserve funds.

Additional Comments/Discussion

A motion was made to award Ace Asphalt Company the contract to repair and seal the Bribon street section. Motion was voted on and carried. I will coordinate with the service providers (trash and pool), who need to access that area, to advise when the work is taking place.

Volunteer Liaison: Allen Hile

Nothing to report this month.

Website Chair: Jim Warner

The SMR website is up to date and includes a “Current Newsletter” link located on the HOME page.

Old Business:

New Business:

Member Comments:

Motion was made and seconded to adjourn the meeting. Motion passed unanimously. Meeting adjourned at 10:29am.

Next regular meeting of the SMR HOA Board will be held on March 11 at 9:00am.

Respectfully Submitted,

Secretary

Barbara Carbajal Barbara Anne Carbajal Date 3/12/2021

President

Jim Warner Jim Warner Date 3/18/21