

Minutes of Sunrise Mountain Ridge Homeowner's Association Board Meeting, January 9, 2020

Call to Order: President, Jim Warner, called the meeting of the SMR Board at 9:10 am, January 9, 2020.

1. Directors Present: President – Jim Warner, Vice President, Recreation Facilities – Jay Flaherty, Roads, Archive, Nominating Chair -John Mitchell, Treasurer – Bruce Moore, Architecture – Janet Pearce Foster, Landscape – Eloise Gore, Secretary Barbara Carbajal

2. Directors Absent:

3. Committee Chairs Present: Hospitality - Leslie Adams, Database – Herb Burton, Volunteer Liaison – Allen Hile, Publications - Alan Frankle

4. Committee Chairs Absent – Neighborhood Watch – Jim McAlister, SAC Representative – Cynthia Clark

5. Guests: Nancy Bower

President Report: Jim Warner

Happy New Year!

I want to welcome all of you to a new year as members of the SMR board. We have 4 new members this year and I would recognize and introduce them to the group.

Barbara Carbajal – Secretary

Bruce Moore – Treasurer

Janet Pearce – Architecture chair

Allen Hile – Volunteer Liaison

Jim McAlister has had to resign his position as chairman of Neighborhood Watch and Architecture committee member. Roger Wiswell has graciously accepted to help out for a very short time. Roger is currently receiving the Neighborhood Watch email. The board needs someone in this position as soon as possible. Thank you Roger.

Lastly, It seems to be annual event of mysterious dog doody turning up around the neighborhood. I ask Landscaping to check that the “Pick up after your dog” signs are in good shape and that we have enough for the common areas. I will also write something for the newsletter reminding people to pick up after their dogs otherwise we may have to do DNA testing to capture the offending parties.

Additional Comments/Discussion:

Eloise will take a tour of the “Pick up after your dog” signs to see that they are all readable and in good shape.

Secretary: Barbara Carbajal

December 2019 SMR Board minutes were presented for approval. Minutes were unanimously approved.

A get well card was passed around for Board members to sign for Jim McAlister's recovery. It will be sent out to Jim.

Thank you to the Board for sending your reports to me in a timely manner. In addition to preparing the minutes this month, I have submitted a Change in Officers/Directors to the Arizona Corporate Commission. Fidelity Bond forms have been sent to Tom Bower for new Officers and Directors. Conflict of Interest Forms were completed by all Board members at the Organizational Meeting. A date for the annual meeting in 2020 has been confirmed. The meeting will be held on Tuesday, November 10, 2020. I will be picking up the mail this year and distributing to board members.

A big Thank You to the committee members that helped Susan Arbuckle with the Annual Meeting in 2019 as well as mail pick up. They have graciously agreed to help me again this year. I would like to submit their names for approval by the board. They are Sue Triplett, Joy Greenberg, Joy Jensen, Sandy Glasser, and Marijo Nagle.

Additional Comments/Discussion:

A motion was made to approve volunteer members to the Secretary's committee for 2020. It was seconded and approved.

Treasurer: Bruce Moore

Cash Balances	Account	12/31/2019	11/30/19
Operating Accounts:			
	Chase Checking	\$ 21,325	\$ 25,575
	Alliance Checking	\$ 109,486	\$ 44,223
	Alliance MM	\$ 2	\$ 10,184
	Alliance Debit	\$ 2,000	\$ 2,000
	Total	\$ 132,813	\$ 81,982
Reserve Accounts:			
	Alliance MM	\$ 92,283	\$ 64,526
	Great Western MM	\$ 245,326	\$ 245,111
	Goldwater MM	\$ 101,259	\$ 101,149
	Total	\$ 438,869	\$ 410,786
	Total Cash Accounts	\$ 571,682	\$ 492,768

1. The following people have agreed to serve on the Budget and Finance Committee in 2020 -- Bob Cole, Dick Grisham, John Rourke, Carole Malan, and Mary Yaconiello. Many of them have formerly served on this Committee and/or as Treasurer, so they bring a wealth of valuable experience to the job. But none of them wishes to take on the role of "vice chair" (and heir apparent), so we are still looking for someone to fill that role. If anyone has a good candidate for that, please pass their name along. I request that the board confirm these members for the Committee.
2. The December 31 2019 financials have been distributed. The process took longer than expected, and we will look into ways to streamline that.
3. A lot of effort was spent on transitioning our rather eclectic set of banking relationships to the new authorized signers. We hope to complete this in January, and will try to make this simpler in the future.
4. The billing process for homeowner assessments was somewhat unusual this time. Statements were not distributed until December 19. And a quirk in the Associated Bank system resulted in some homeowners initially paying \$659 rather than the correct amount of \$725 -- a blast e-mail on December 24 was necessary to address this. As of January 3, about 130 people had paid the assessment, similar to last year at the same time. Only 3 people had a balance reflecting payment of \$659, so the blast e-mail seems to have worked.
5. Normally, a 10% late charge and other penalties might apply to balances not paid by January 31. At that point, Cadden would send a late notice including the balance, the late charge, and a \$5 service fee. Given the unusual aspects of the billing process, we may modify that process this time.
6. On several occasions in the last month, the Treasurer has been asked to confirm that SMR HOA is not involved in pending lawsuits. So, if any lawsuits should arise in the future, it will be very important to keep the Treasurer informed.

Additional Comments/Discussion:

A motion was made to approve the Treasury committee members for 2020. It was seconded and approved. Regarding late charges for unpaid assessment dues by January 31, a Board decision was made to apply the late penalty as of Feb. 15, 2020 due to the late mailing of billing by Cadden. With reference to #6 above, Eloise Gore will be used as a consultant source along with Bruce Moore for legal issues with the SMR HOA.

Architecture: Janet Pearce Foster

I present the following member names for Board approval for the 2020 Architecture Committee:
Janet Pearce Foster, Chair, Martin Alkin, Carol Alkin, Chuck Blacher, Bob Cole, Larry Glasser, Linda Jones, Ken Nelson, Angie Perryman, Dave Peterson. Contact info is attached to this report.

Report from December and January meetings.

Project Applications/Approvals:

1. 4301 Ferreo/Bussman - possible appeal pending. LG informed Mr. Bussman that the railing design was not approved but that appeal to the Board was possible. Mr. Bussman answered by asking if he could appeal to the

- Committee in writing as he was out of town. The AC agreed to consider Mr. Bussman's appeal when made. Further, in January, Mr. Bussman spoke with JPF and agreed to revise and resubmit his railing design.
2. Four other project applications were made and approved during this period
 3. Parking permit for West pool granted to Broaddus for window replacement work for a two-week period ending January 20th. Construction is estimated to carry on through to May 15th. Will renew permit until removal of dumpster.

Resale Inspections:

Three RSIs completed in December, and two in the first week of January.

Ongoing Issues:

Zone Manager assignments for 2020 have been finalized. The list accompanies this report. ADR updates discussed then tabled until February after JPF learns when reprinting is scheduled. HOA Architectural Information Management Software was demonstrated and is being tested by committee members. Clarification of when items are to be brought into compliance after a RSI noting violations. "Friendly Reminder" process agreed to:

- a. Give the green card "Friendly Reminder" to the home owner in person, by phone or mailed if they are not at home. The Zone Rep will enter in the AC data base.
- b. If the homeowner does not complete the items within 15 days from notice, send a reminder email or phone call.
- c. When the owner completes the maintenance items, send them a thank you email or call and enter it in the AC data base.
- d. If no action is done after 30 days, then a "Formal Notice" will be sent by the Chair giving a 30 day time-frame to complete the maintenance items or there may be a fine imposed by the Board. The Chair will enter this into the AC data base.
- e. If no action taken after 15 days, send reminder to the owner.
- f. At the end of 30 days, if no action taken, the Chair will send an email to the HOA President stating that the owner is in violation and recommends a fine according to the policy adopted by the Board. A copy will be sent to the owner. The Chair will enter this into the AC data base.

Architecture Committee Projects:

2020 Annual HOA Survey of properties to be completed by February 15th.

ADR Updates:

Paint Color Chart - separate line items for stem walls, light pole color/sheen, garage doors; also specify types of railings that require approval.

Additional Comments/Discussion:

The Zone Manager names and assignments will be on the Website and in Drop Box. Any changes for the SMR HOA Directory are due before mid-February.

A motion was made to approve the Architecture Committee members for 2020. It was seconded and approved.

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.

One-on-one Dropbox orientations were held with incoming Board members Barbara Carbajal, Janet Foster and Bruce Moore. The sessions were successful in giving them the information to navigate Dropbox. The new Board members were then given access to their appropriate Dropbox files.

Database: Herb Burton

The directory is due out in February.

Additional Comments/Discussion:

Discussion ensued regarding the necessity of keeping the Architecture Committee and Landscaping Committee information in the directory. Decision was tabled until the February BOD meeting. Herb presented a video example of what is included on the Database file on each resident.

Hospitality: Leslie and Marc Adams

Hospitality Committee Members for BOD approval for 2020:

Julie Andersen, Barbara Carlson, Kathy & Peter Dannerbeck, Kathie Flaherty, Allen Hile, Leslie Hammond, Sharon & Felix Kaufman, Jim & Dianne Kercheval, Susan & John Ladd, Mary & Harlan Lyso, Jim & Mattie McAlister, Colleen McAuliffe, Mary & Dennis Norwick, Harriet Pope, Becky & Norm Rebenstorf, Art Schwartz, Bob Shaff and Carol Sumner.

DECEMBER EVENT:

Sunday, December 8th we held our annual Holiday Potluck Luncheon at the Clubhouse. A great time was had by the 60+ that attended. Hospitality decorated the Clubhouse and supplied two spiral hams, all beverages, and all paper/plastic supplies. Residents brought an amazing array of appetizers, side dishes, main courses, and desserts. Those in attendance shared a delicious meal and most importantly, shared some time with SMR friends.

Holiday decorations were put away on January 2nd. The Christmas tree and decorations are getting a little worn, but we believe they will be ok for next year. One of the large gold bows was missing from the front door. If you find it blowing around, please return it to the Club House storage closet.

UPCOMING EVENTS:

Sunday afternoon, on January 26th, we will host the annual **New Neighbors Event** welcoming all those who purchased a home in our wonderful neighborhood during 2019. This event is by invitation only for the new homeowners and our SMR Board of Directors and Committee Chairs. Invitations will go out this week.

Tuesday, February 11th at 5:15, we will honor all our SMR volunteers with a Happy Hour, plus a Dessert Potluck. All SMR residents are invited and encouraged to join the celebration to recognize those who work hard to make this the best neighborhood in all of Fairfield!

Thursday, March 26th at 5:15, we will welcome Bruce Jacobs, COO and Executive VP of Title Security Agency. A University of Arizona graduate, Bruce is a 30-year real estate veteran. Bruce has a vast knowledge of Arizona/Tucson real estate and he will talk to us about the past, present, and future of Tucson and its real estate market, including our wonderful Fairfield neighborhood!

Other Hospitality sponsored events:

The first, First Friday Happy Hour was held on Friday, the 3rd. It was a tremendous success with 55-60 residents! Kathy and Peter Dannerbeck did a great job putting the event together. There were several new residents present, as well as many of our usual event attendees.

FIRST FRIDAY OF THE MONTH HAPPY HOUR!!!

We are trying something new in 2020!

SMR will host a BYOB & BYO Appetizer Happy Hour on the first Friday of the month!

A great way to gather with SMR neighbors!

February 7, March 6 & April 3 from 5-7 pm

Questions? Contact: Kathy & Peter Dannerbeck

kdannerbeck@gmail.com or call (425) 462-9627

We sure hope you will join us!

(This will be a social time with no program. Cups, ice, napkins, and plates will be provided.)

Come! Bring an appetizer and your own beverages and get to know your fellow SMR neighbors!

Hospitality Committee Members presented for BOD approval for 2020:

Julie Andersen, Barbara Carlson, Kathy & Peter Dannerbeck, Kathie Flaherty, Allen Hile, Leslie Hammond, Sharon & Felix Kaufman, Jim & Dianne Kercheval, Susan & John Ladd, Mary & Harlan Lyso, Jim & Mattie McAlister, Colleen McAuliffe, Mary & Dennis Norwick, Harriet Pope, Becky & Norm Rebenstorf, Art Schwartz, Bob Shaff, Carol Sumner.

Additional Comments/Discussion:

A motion was made to approve the Hospitality Committee members for 2020. It was seconded and approved.

Landscape: Eloise Gore

In December, the Landscape Committee and the Infinity Earthworks team focused on Zones 4 and 5. In particular, overgrown bushes were removed, trees were trimmed or removed, and general maintenance was completed. Plaza de Toros, Paseo Penoso, Arroyo Vacio, and Sendero Chico are visibly cleaner and tidier as a result, and several residents have personally benefitted from improved views. In addition, we were able to turn off a water meter on Camino de Carrillo due to the reduced need for irrigation, and we expect to turn off another meter on Vacio as a result of the removal thirsty bushes.

In addition to the routine landscape work in Zones 4 and 5, Darrin's team also attended to urgent issues in Zones 3 and 8 where limbs had come down, and they began the re-landscaping of the West Pool in Zone 7. This project is focused on removing plants that require water and replacing them with drought-tolerant desert plants. In several common areas around the community, the team also removed pack rat nests, the residents of which had been disturbing our residents.

Infinity Earthworks will soon complete the rotation in Zone 5 and move on to Zone 6, which includes parts of Via Colorada, Sendero Chico, and Pico del Monte. Here, too, Darrin and the team will be trimming and pruning for the health of the trees and to improve vistas for residents. There are areas where plants need to be thinned or removed. Given the rain that we have been having, they will also spend time weeding throughout the community.

As discussed and decided at the last Board meeting, the Landscape Committee financed and oversaw the purchase and installation of bulletin boards beside each of the seven community mailboxes. The installation was completed on December 30th, and the first signage was posted on January 1st. Each Committee Chair and Board Officer will have a key that opens all seven bulletin board boxes. I hope we can coordinate the posting and removal of signs so that we can all have a chance to post announcements relevant to our Committee interests and activities, and to remove them when the need is passed. I have also proposed that each bulletin board have a permanent header banner that says: SUNRISE MOUNTAIN RIDGE BULLETIN BOARD in large type, and a permanent footer banner that reminds residents that all SMR information is available on our website, SMRHOA.com. **If you have an opinion on the font, the type size, or the exact wording, please voice it at the January 9th Board meeting so that we can finalize the text of the banners and I can have them printed on durable paper.**

Finally, it is with great pleasure that I list the members of the Landscape Committee for Board Approval for 2020: Greg Adams, Marc Adams, Sue Cole, Janet Gething, Sandy Glasser, Jan Leuenberger, Wendy Malone, Elaine Mathas, Dick McGann, Dennis Nowik, Mary Nowik, and Sue Triplett. They are a terrific group and wonderful individuals.

Additional Comments/Discussion:

A motion was made to approve the Landscape Committee members for 2020. It was seconded and approved. Keys for the seven SMR Bulletin Board cases were given to all board and committee members. Discussion ensued regarding RSI form and the Landscaping box on the inspection sheet. AC and LC will discuss handling of this issue. Eloise noted a concern for the smell of natural gas anywhere on the SMR property. If a gas leak is noticed, please call 911 and SW Gas Company 877-860-6020 immediately. They respond immediately. A subcommittee was made up of Leslie Adams, Janet Foster, Barbara Carbajal and Eloise to discuss signage font/type size for the Bulletin Boards.

Neighborhood Watch: Jim McAlister

Roger Wiswell will be temporary chair for this committee.
No report

Nominations: John Mitchell

At the Annual Meeting on November 13, 2019, after a persuasive talk with Susan Arbuckle, I accepted the position as Chair of the Nomination Committee. Susan offered to continue to provide her valuable advice and perspective during the next year, which I greatly appreciate.

	Position	2019	2020	2021	2022	2023
Director	President	Warner	Warner			
	Secretary	Arbuckle	Carbajal	Carbajal	Carbajal	
	Treasurer	Malan	Moore			
	Architecture	Glasser	Foster			
	Landscape	Gore	Gore			
	Recreation	Flaherty	Flaherty	Flaherty		
	Roads	Mitchell	Mitchell	Mitchell		
Chair	Hospitality	Adams	Adams			
	Neighborhood Watch	McAlster	McAlster	McAlster		
	Nomination	Arbuckle	Mitchell	Mitchell		
	Resale	Perryman	Perryman	?		
	SAC	Clark	Clark	?		
	Volunteer	Reed	Hile	Hile	Hile	
	Archives	Mitchell	Mitchell	Mitchell ?		
	Darabase	Burton	Burton	Burton ?		
	Publications	Frankle	Frankle	Frankle ?		
	Website.	Warner	Warner	Warner ?		

The Nominations Committee is attempting to get a picture of when the terms of office of the current Board members terminate. The following chart shows the positions and the people currently holding them. The solid lines show what is thought to be the ends of the respective terms. I would like to discuss this chart at the Board meeting and edit it so that it accurately represents the terms of office for Directors and Committee Chairs. This is necessary for planning nominations for next year.

Currently, all of the Board and Committee Chair positions are filled. Barring any resignations in 2020, no new Directors or Chairs will be needed until 2021. In January 2021, it appears that we will definitely need to nominate residents for the following positions: President, Treasurer, Architecture, Landscape, and Hospitality.

The following motion will be made to appoint members of the Nomination Committee for 2020:

Motion: The Board approve the following as members of the Nomination Committee for 2020: Marc Adams, Susan Arbuckle, Allen Hile, Tom Triplett, and Carmen Wiswell.

Additional Comments/Discussion:

A motion was made for approval of the committee members for the Nomination Committee for 2020. It was seconded and approved. Discussion ensued regarding the Resale Chair and it was decided that Resale is now under Architecture but Ms. Perryman would still be doing resale.

Publications: Alan Frankle

No report

Recreation: Jay Flaherty

The East pool and both spas are operating without any issues. Thanks to Jim McAlister for repairing the brick pavers at the East pool restroom area. I am attempting to schedule much needed painting at the clubhouse and West pool restrooms.

The following have residents have volunteered to be a part of the 2020 trash duty.

Kathy and Ron Hood, Ellie and Bill Jewell, Mary Yacoiello, Julie Andersen, Marijo Nagle, Elaine Mathas, Alan Hile, Lee Crosby, Kathie Flaherty, Tiny Read, Pat Frankle, and Joy Greenberg.

Additional recreation committee members for 2020 will be Nancy Bower, Bob Nichol, Jill Ballesteros, Joy Greenberg, Paul Greenberg, David Feingold, Dan Stricof and Kathie Flaherty.

The tennis/pickle ball court is operating without issues. Windscreens will be evaluated for replacement.

The clubhouse is operating without any major issues. 2020 may be the year we upgrade the carpeting.

Additional Comments/Discussion:

A motion was made for approval of the members for the Recreation Committee for 2020. It was seconded and approved. Rules for use of the Clubhouse were passed to the Hospitality Committee chair. These are guidelines to be used by all who use to know what is expected to be done on arrival and departure.

Roads: John Mitchell

The Roads Committee sent Ace Asphalt the signed contract for the repaving of Pico del Monte, the western section of Paseo Penoso-West, and Via Colorada above Loma del Bribon. A meeting will be held on January 6 with Gene Doughty, Ace Account Executive, to discuss the work and the schedule.

We have asked Ace to submit a bid on an add-on project to replace about 90 ft. of curbing. After the RFP was sent to the repaving companies, we realized that the curbing on the south corners of the Penoso – Colorada and Monte – Colorada intersections were badly cracked and might come loose during repaving. The add-on is expected to cost less than \$ 5,000, and probably can be covered under Operating Expenses. However, as the cost of the repaving project is about \$20,000 less than budgeted using Reserve funds, the Committee may ask the board to pay for the curbing project from Reserve funds as part of the repaving project.

When Carrillo was repaved, we did not include the intersection of Carrillo and Bronzino. It has degraded since then and a small pothole has appeared. We are concerned that the intersection will degrade even further in the next year and recommend that a section of less than 2000 ft² should be replaced. We have asked Ace to submit a bid on replacing this section, as it would be more economical to do the work when their equipment is here for the larger

repaving project. We estimate the cost as about \$5,000, and would request that it be covered by Reserve funds. Repaving the entire Via Bronzino is scheduled for 2025 with an estimated cost of \$30,600. If this intersection is repaved at this time, the cost to repave Bronzino will be correspondingly reduced. Further, repaving this intersection now may allow repaving the remaining section of Bronzino to be delayed past 2025, which would have a positive effect on the Reserve funds.

A schedule for the work will be circulated among SMR residents as soon as it is available from Ace.

The following motion will be made to appoint members of the Roads Committee for 2020:

Motion: The Board approve Todd Hanson, Jim Kerchival, Mont Murray, Dennis Nowik, Tom Triplett, and Carmen Wiswell as members of the Roads Committee for 2020.

Additional Comments/Discussion:

A motion was made for approval of the committee member for the Roads Committee for 2020. It was seconded and approved.

SAC: Cynthia Clark

No report

Volunteer Liaison: Allen Hile

I have recruited a new member, Sylvia Burton as a volunteer for the Neighborhood Watch committee.

Additional Comments/Discussion:

A motion was made for approval of the committee member for the Neighborhood Watch Committee for 2020. It was seconded and approved.

Old Business:

Leslie Adams and Allen Hile will be working together on the Volunteer Honoree event on February 11.

New Business: None

Member Comments: None

Motion was made and seconded to adjourn the meeting. Motion passed unanimously. Meeting adjourned at: 11:20 am.

Next regular meeting of the SMR HOA Board will be held on February 13, at 9am in the SMR Clubhouse.

Respectfully submitted,

Secretary, Barbara Carbajal Barbara Carbajal Date 2/13/2020

President, Jim Warner Jim Warner Date 2/13/2020

SMR Architecture Committee 2020 Members Contact Information

Martin Alkin	4469 N Plaza de Toros	520-303-3767	martinalkin.smr@gmail.com
Carol Alkin	4469 N Plaza de Toros	520-303-3767	caalkin@hotmail.com
Chuck Blacher	4551 N Plaza de Toros	520-797-3234	chuckblacher@gmail.com
Bob Cole	4465 N Plaza de Toros	520-299-2644	sbcoleazmi@gmail.com
Janet Pearce Foster	4111 N Camino Ferreo	520-526-5571	architecture@smrhoa.com
Larry Glasser	6800 E Pico del Monte	520-303-7230	larry.glasser.smr@gmail.com
Linda Jones	4551 N Arroyo Vacio	520-577-7948	prestoirr7@gmail.com
Ken Nelson	4140 N Camino de Carrillo	814-812-1569	kjn61@me.com
Angie Perryman	4557 N Troche Alegre	520-615-4074	aperryman2@gmail.com
Dave Peterson	4321 N Camino Ferreo	608-235-2906	dmpeter4@gmail.com
Jim Reeves	6940 E Paseo Penoso	505-660-6415	jreeves42@gmail.com
Resident, non-owner			

2020 AC Zone Assignments

Trocha Alegre
Arroyo Vacio, Plaza de Toros
Pico del Monte, Paseo Penoso, Placita del Tio
Camino Ferreo (south of mailboxes)
Camino Ferreo (north of mailboxes)
Camino de Carrillo-West Side
Camino de Carrillo-East Side
Vereda Rosada Glasser Via Colorada, Loma del Bribon

Chuck Blacher
Bob Cole
Jim Reeves
Dave Peterson
Martin Alkin
Ken Nelson
Ken Nelson
Carol Alkin

Updated: December 17, 2019