

PENDING BOARD APPROVAL

Minutes of Sunrise Mountain Ridge Homeowner's Association Board Meeting June 11, 2020

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

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

2. Directors Absent: Archive, Roads, Nominations Chair - John Mitchell

3. Committee Chairs Present: Database Chair - Herb Burton, Neighborhood Watch Chair – Bob Shaff, Volunteer Liaison – Allen Hile

4. Committee Chairs Absent: Hospitality Chair- Leslie and Marc Adams, Publications Chair - Alan Frankle

5. Guests: Bob Cole

President Report: Jim Warner

The COVID-19 restrictions are being lifted and as a result our pools and tennis court are now open. I received positive feedback about how the board handled communicating the latest information to the community. The combination of the e-blasts, postings at the pools and bulletin boards and information in the newsletter kept the community well informed. Thank you everyone for your work and coordination in this effort.

Many of us received a mailing from Nextdoor.com this past month requesting that we sign up to their service. The letter was supposedly signed by Joyce Percy (one of our neighbors). Joyce gave me a call and told me that she did not write that letter nor made an endorsement to Nextdoor.com. She did however sign up for the service last year but did not give them permission to use her name. Joyce was upset by this and wants everyone to know that she and her realty company are not affiliated with Nextdoor. She asked me to put something in my July newsletter article stating this to the neighborhood.

Those of you who signed up with Nextdoor should be vigilant to make sure your name is not used in this manner.

I was informed last Thursday (6/4) by several people that there was a salesperson from a local exterminating company soliciting for new clients. As a reminder our neighborhood is posted saying we do not allow solicitation. If someone is soliciting in our neighborhood you should contact Neighborhood Watch to inform them that solicitation is not permitted. If they refuse to leave the neighborhood the Pima county sheriff should be called to remove them.

This is the last board meeting until September 10th, hopefully by that time the corona virus restrictions have been totally lifted and we can have our meetings in the clubhouse again.

Enjoy your summer break and make it a safe one.

Additional comments/Discussion:

Want to discuss Solicitors when Bob Shaff reports.

Secretary Report: Barbara Carbajal

I am presenting the May 2020 SMR HOA Board minutes for approval. Insurance policies have been renewed, otherwise this has been a quiet month.

Additional Comments/Discussion:

A motion was made to approve the May 2020 Board minutes, seconded and carried.

Reminder, please send me your committee reports by Monday morning so I can return just once to you all to review before the meeting.

Treasurer Report: Bruce Moore

1. The April 30, 2020 financials have been distributed. Overall, there are no big surprises. For operating accounts, we are running a surplus, and well better than plan so far. A summary of banking balances included in past treasurer's reports is omitted here, since all the information is included in the financial reports that have been distributed separately.
2. For reserves, the major item of the year occurred in April, with the payment of \$157,850 for repaving of roads. We are still better than budget for the year, and doing better than projections in the last reserve study.
3. As of the end of May, there are only two significant outstanding assessment balances, the same cases discussed at previous board meetings. One is a bankruptcy case, where we have engaged an attorney, which saw little progress in May. The other had received their third notice of late payment, and we now have a lien on the property for amounts owed.
4. Bills for the second half of 2020 assessments, due July 1, will be distributed shortly.
5. The 2019 audit is done, but the report not yet formally issued. Draft report indicates a clean opinion.

Additional Comments/Discussion:

The second half of the HOA dues assessment will be sent to residents mid next week. The deadline for payment of these dues will be July 31, 2020. The first half of the dues for 2021 will be mailed on December 1, due January 1 and late after January 31, 2021. Some discussion regarding the mailing date for June occurred. Bob Cole related that in the past the dues were sent out on by June 1 to give residents 1 months notice. An EBlast will be sent out by Bruce to advise residents of the mailing next week.

Eloise said that she would be working on her budget figures for 20/21 in August and Bruce said he would be following up with those chairs involved in budget issues during the summer.

Architecture Report: Janet Pearce Foster

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

A. Project Applications/Approvals/Denials

- 1) None to report.

B. Resale Inspections

- 1) None to report.

C. New residents

- 1) Paul and Gisela Bennett at 4251 N Camino Ferreo, Lot #354 as reported by Cadden

B. Ongoing Issues and Updates

- 1) A continuing construction project on Camino de Carrillo continues to require a **long-term parking permit for the West Pool**.
- 2) **Bob Shaff, chair of Neighborhood Watch** attended the meeting as a guest. It was agreed that he is to be **included in the distribution of the Architecture Committee meeting minutes** so as to keep track of

owner sales (via RSIs) and new owners (as reported by Cadden). A **trouble spot was noted regarding renters** as there is no process for informing either the Architecture Committee or Neighborhood Watch when an owner rents their property.

- 3) The committee is moving toward resolution of a **non-compliant buildout** (Arizona room) where the owner did not submit a project application. The committee voted to institute **new Notice of Violation forms** (attached) to be used in similar cases going forward. The form serves as a formal notification to the owner and:
- 1) acknowledges that a project application was not made and/or
 - 2) specifies the violation/s,
 - 3) cites the appropriate section/s and/or article/s in either or both the CC&Rs and ADR that have been violated
 - 4) stipulates actions required to bring the project into compliance
 - 5) serves as both the SMR Dropbox record as well as the Architecture Committee Lot/House spreadsheet file
 - 6) allows thirty days to affect the modifications
 - 7) states that failure to comply within thirty (30) days may result in a fine as set forth in the CCRs, Article X, Section 7. Failure to Comply which allows the Architecture Committee to recommend to the board that a fine be assessed according to the **2018 TABLE A Schedule of Fines**.

A Notice of Violation was sent to the owner via USPS as well as emailed to the owner's son (who is not an owner).

4) There was discussion regarding the **SMR newsletter**, first as a way to inform residents of items relative to architectural subjects but developed into how the newsletter is delivered to the community. It is suggested that a **live link to the current newsletter be sent** instead of an email that directs residents to the SMR website where they have to search for the month's newsletter. It was felt that residents would find this easier to access than the current method of delivery. The committee asked that this recommendation passed to the board.

5) A home on Loma del Bribon has had its **roof recoated in white**. The chair has been in contact with the owners who are presently out of town for the month and wished to address this upon their return. In the event any board members are approached about the problem, please refer them to me.

C. Architecture Committee Projects

- 1) The board's request for presentation and review of resale inspection remains on hold until after the summer.

Attachments:

1. *Architecture Committee Notice of Violation to Resident - General*

Architectural Committee Notice of Violation

Date:

Owner:

Address:

Lot: #

Project specifics:

The above described is a violation of the **Sunrise Mountain Ridge (SMR) Covenants, Conditions and Restrictions (CC&Rs)** specifically:

- 1.
- 2.
- 3.

Additionally, violation of the **SMR Architecture Design Reference (ADR)** specifically:

- 1.
- 2.

In order to resolve the violation, the following modifications will be required to be done within thirty (30) days:

- 1.

2.

Failure to comply within thirty (30) days may result in a fine as set forth in the CCRs, Article X, Section 7. Failure to Comply.

Please keep me informed about the estimated time of completion after which I, and/or other representatives of the committee will inspect the completed changes. I am available should you need further clarification or have any questions.

Janet Pearce Foster, Chair
Sunrise Mountain Ridge
Architecture Committee
520 - 526 - 5571
contact: architecture@smrhoa.com

CC: Zone representative, File

Instituted 6/20

2. *Architecture Committee Notice of Violation to Resident - Project Application not submitted*

**Architectural Committee
Notice of Violation**

Date:

Owner:

Address:

Lot: #

Project specifics:

The above described project was not submitted to the Architecture Committee for approval beforehand, a violation of the Sunrise Mountain Ridge Covenants, Conditions and Restrictions (CC&Rs), Article X, Section 3. Obtaining Prior Approval and of the Architecture Design Reference (ADR), Section I, B. External and Structural Projects.

In order to resolve the violation, the following modifications are required within thirty (30) days:

- 1)
- 2)

Failure to comply within thirty (30) days may result in a fine as set forth in the CCRs, Article X, Section 7. Failure to Comply.

Please keep me informed about the estimated time of completion after which I, and/or other representatives of the committee will inspect the completed changes. Please contact me if you need clarification or have any questions.

Janet Pearce Foster, Chair
Sunrise Mountain Ridge Architecture Committee
contact: architecture@smrhoa.com
520 - 526 - 5571

CC: Zone representative, File

Instituted 6/20

Additional Comments/Discussion:

Discussion occurred during the Architecture report as to whether the Newsletter link should be included in the email announcement of the availability of the newsletter or continue to require a two-step process. The Webmaster preferred not to make a change but there was no vote.

Archive Report: John Mitchell

No report

Database: Herb Burton

Database is up to date.

Hospitality: Leslie and Marc Adams

We have no formal report this month. We are, however, trying to rework the Fall plan for events...that we can hopefully do!

Landscape: Eloise Gore

In May, Darrin focused on Zone 7, which includes the Colorado Hill and the West Pool. The Hill requires regular clean up, as well as dealing with javelina damage to the trees and prickly pears. Darrin and Sandy Glasser are finishing up the re-planting at the pool. We are pleased to have received many compliments about the landscape changes there.

At the end of the month, Darrin and his crew worked on the clean up of the outer front yard at 4379 Carrillo. This is a very unusual circumstance, in which the Committee took on the work that should have been done by the homeowner. However, the original owner died 18 months ago, and his non-resident daughter was unable to keep up the yard. Following many complaints from neighbors, the Board President asked the Committee if we could take care of the clean up. We considered and rejected doing the weeding and trimming ourselves and instead paid Darrin a modest amount to take care of it. We understood that we would not be reimbursed by the homeowner. However, in the course of obtaining the daughter's permission to enter her property, she told us we could take all of the Golden Barrels from the yard as a donation to the community. It turned out there were 13 large barrels, some in very large clusters, and all in excellent condition. Darrin estimated the value at several thousand dollars. He and his crew removed and replanted all the barrels in less than 2 workdays. Our Landscape Zones have now been enhanced by at least two of these lovely barrels. We are pleased to have been paid in "gold" for the clean up of the front yard. And Darrin's team did a beautiful job weeding, trimming palms, cutting back overgrown bushes, and removing dead plants.

On a much smaller and humbler scale, we also have a donation of three small Foothills Palo Verdes (*Parkinsonia microphylla*, also known as Yellow Palo Verde) courtesy of Tucson Electric Power. They should be planted this week in the community. This is a native tree which is designated as the Arizona state tree. It is very suitable for our landscape, grows slowly and does not require a lot of water. Generally they grow to about 15 feet in height at maturity some years in the future.

Three Committee members will be out of SMR over the summer. I put out a call for summer volunteers in the Newsletter, and Colleen McAuliffe has answered the call. She will be a big help to look after two of the temporarily orphaned zones. I seek Board approval for Colleen to join the Committee.

Finally, I am happy to report that our hybrid Committee meeting last week went very well. Four of us met in person in Marc Adams' backyard, suitably socially distanced. Everyone else Zoomed to the meeting including one member in Seattle and another in Durango, CO. The technology worked very well, and it was helpful to be able to include all the Committee members, near and far, tech-savvy or not.

Additional Comments/Discussion

A motion was made to add Colleen McAuliffe to the Landscape Committee. It was seconded and motion carried. All of the Golden Barrels from 4379 Carrillo were distributed throughout the SMR community. The owner also donated any other plantings that the committee could relocate throughout SMR as well.

Neighborhood Watch: Bob Shaff**Unwelcome solicitors:**

On Thursday, June 4th, I received 5 complaints from SMR neighbors about a solicitor for a Pest Control service. He was riding a Segway device around the neighborhood during the afternoon and early evening.

Each of the reporting neighbors told him of our no solicitation policy, and he left, evidently going to other houses

Unfortunately, I was in Flagstaff visiting my grandkids and was unreachable that day by email or phone. I did get the messages the next day. Each of the messages said that they turned him away, but seemed uncertain as to what else they should/could do. It seems to me that we need better communication on what to do if a solicitor rings our bell.

Here's my suggestion:

If a solicitor calls on your house:

- Tell the solicitor of the SMR No Solicitation Policy and ask them to leave our neighborhood.
- Contact your block captain by phone or email, with a description of the solicitor, the service being offered, a description of the vehicle. I think the block captain should be the first communication rather than me to encourage the relationship with the block captains. Try to record the name of the company or service being offered.
- The Block Captains will then notify me to establish any pattern. If appropriate, I will contact the Neighborhood Watch Sheriff's department for further action and/or the company or service represented by the solicitor.

Unless the board suggests an alternative process, I will communicate this to all Block Captains and include a similar message in an upcoming newsletter.

Resident Information and Emergency Contact Form

Thanks to Janet Foster and Cadden's Sylvie McAdams, the gathering of timely information about planned, pending, and executed sales of homes in SMR is now much improved. This will result in New Resident Welcome Packets being delivered by the Block Captains in a more timely manner. Thank you, Janet!!

The mailbox bulletin board posting asking for Snowbirds and Renters to complete this form was not very successful. No snowbirds responded with revised Emergency Contact information (maybe no revisions were necessary). 2 Renters did respond. Our SMR database lists 14 properties that are available for rent, and 10 renters in these properties. We are completely dependent upon the owner to let us know the renter information...or upon the Block Captain to notice the renters. We'll keep trying. Suggestions welcome. I plan to send an email directly to the 14 owners of rental properties, asking for their cooperation.

In summary, I think these actions are appropriate, but I want to be sensitive to what we ask the Block Captains to do, and to ensure that SMR continues to be a friendly, welcoming neighborhood, without too many rules, signs, and warnings.

Network report per Tom Triplett:

Tom Triplett has been leading our effort to improved cell coverage in the SMR community. During his summer exodus to the Denver area, I have agreed to help continue the momentum on this project that Tom has established during his absence.

Here's where we stand:

Andrew Messing, with Tower Asset Group in Phoenix, is helping us find resources to improve cell coverage in SMR. He and his network engineer, Sandip Bhowmick in Phoenix, are designing an installation of several, small, cell antennas around SMR that will transmit and receive and amplify cell signals from all cell carriers (e.g. Verizon, ATT, TMobile, etc.).

Tom has recruited several homeowners to volunteer small areas of their property (e.g. a wall) to install a small antenna for a one-week test of this technology. The results of this test will help determine the effectiveness, the cost, and the practicality of the technology. Given these results, our SMR BOD can then determine the best next step.

This "test" is at no cost to SMR nor to the volunteer homeowners. The potential benefit of this "test" is better cell coverage fro our community. The "test" should begin and end by the end of June.

I'll keep us posted as the process unfolds.

Additional Comments/Discussion

Bob Shaff will be contacting the Neighborhood Watch department of the Sheriff's office to ask what their policy is regarding unwanted solicitors in the community when "No Soliciting" signs are posted and then violated by the solicitors. The most important information to be obtained by the resident is What Company are they representing and the solicitors name. Bob will report back in September what Sheriff's office advised. The offending solicitor represented Aptive Pest Control.

Bob to send list of renters in SMR homes to Janet Foster.

Nominations: John Mitchell

No report this month.

Publications: Alan Frankle

Thanks to all contributors for being prompt with their inputs. July/August Newsletter inputs are due July 5th. Remember that we have one summer newsletter that is published July 15th.

Recreation: Jay Flaherty

The pools, spas and tennis court were reopened in mid May with several restrictions/recommended precautions in place. Since reopening the number of Covid 19 cases in Arizona has continued to increase. We are prepared to respond to any change in operating the facilities should the State or County implement new restrictions.

Pool service continues at 5 days per week vs. 3 prior to the pandemic. This level of service will likely continue throughout the Summer and potentially until the end of the year. It will result in a slight increase in budget expenditure for the Economy contract.

Residents have for the most part followed the restrictions and recommendations without any incidents.

The clubhouse has remained closed since March. We will discuss a reopening timeline.

Additional Comments/Discussion

All lighting issues have been fixed at the tennis/pickleball court area. As COVID cases continue to grow, we will be cognitive of the Governor and State requests regarding pools and courts. We discussed reopening of the Clubhouse and the sense of the Board was to leave it closed for now.

Regarding the Big Horn fire, if we are asked to evacuate a representative from the Sheriff's department would come to each house to advise status.

Roads: John Mitchell

Roads report is the ongoing sealing project, as noted in eBlasts and bulletin boards.

Volunteer Liaison: Allen Hile

No report

Old Business:

New Business:

Member Comments:

Motion was made and seconded to adjourn the meeting. Motion passed unanimously. Meeting adjourned at 10:20 am.

Next regular meeting of the SMR HOA Board will be held on September 10 at 9:00am in the SMR Clubhouse if permitted.

Respectfully Submitted,

Secretary, Barbara Carbajal _____ **Date** _____

President, Jim Warner _____ **Date** _____