

**SUNRISE MOUNTAIN VIEW ESTATES HOA  
BOARD OF DIRECTOR'S MEETING  
NORTH POOL CLUBHOUSE AT 5550 N PASEO OTOÑO  
SEPTEMBER 17, 2018 AT 3:30 PM**

**BOARD PRESENT:** Kathy Mitton, Bill Coan, Phil Mowbray, & Larry Spencer. Steve Struck attended via speakerphone. Chris Bruyn with AME Management was also present.

**HOMEOWNERS PRESENT:** Several homeowners were in attendance, mostly to voice their opinions on the water aerobics concerns.

**CALL TO ORDER / VERIFICATION OF QUORUM:** President Mitton called the meeting to order at approximately 3:30 PM and verified a quorum w/ 5 Directors was present as noted above.

**APPROVAL OF MAY '18 BOARD MEETING MINUTES:** Ms. Mitton motioned and Mr. Mowbray seconded to approve the minutes as submitted. The motion passed unanimously.

**RESIDENT CONCERNS:** Ms. Mitton noted a concern from an owner regarding the number of bicyclists (Non-Residents) that utilize our private streets and Mr. Struck suggested identifying the bike club and attempting to inform them our streets are private. Brief discussion ensued and no action was deemed necessary at this time. Ms. Mitton opened the floor for discussion on water aerobics and it was noted the aerobics participants use the North Pool on Tuesdays, Thursdays & Saturdays (April – October) from 8 am to 9 am and request exclusive use of the pool as their exercises encompass the entire length and width of the pool. The South Pool was suggested, however due to the depth and steeper slope it's not a viable option. Signage was discussed and recommended and it was noted the classes are open to any resident and there's absolutely no fee to participate. Attendance ranges from 8-10 during the summer with as many as 25-30 in the spring. These classes have been conducted since the 90's. There was one concern regarding lap swimming, especially when the South Pool is closed for winter. It was noted though that the aerobics class does not meet when the south pool is closed so lap swimmers would always have the south pool available during water aerobics time slots. Mr. Spencer motioned and Mr. Mowbray seconded to grant exclusive use of the North Pool beginning April 1<sup>st</sup> through October 31<sup>st</sup> on the times and days specified above to the water aerobics group. It was suggested and agreed to post signage and review exclusivity annually. The motion passed by majority. An attending homeowner offered to create (8) signs for posting and Mr. Coan offered to check on a mobile "sandwich board" sign which could be placed just inside the entrance during water aerobics. Mr. Struck reminded everyone that civility should always be expressed by both water aerobics participants as well as visitors or new owners who aren't well informed of this program.

Ms. Mitton suggested the water temperatures be discussed now rather than under **NEW BUSINESS** and noted the North Pool was set at 87\* and the South Pool at 86\*, although the temperatures vary based on the heat of the day. Mr. Spencer had recorded temps at both pools on random days/times and noted the highest temps he'd recorded at the North Pool was 90\* and 88\* at the South Pool. It was noted by an attendee that the Red Cross recommends semi-public pools remain between 78\* and 82\*. Another attendee suggested to replace the thermometer in the skimmer lid at the South Pool as it's inaccurate. Discussion ensued on the cost of heating the pools along w/ the chlorine usage which is accelerated with higher water temps. Mr. Spencer suggested installing timers on the spa heaters so the heater would shut off during posted closed hours as it takes little time for a spa to reheat to temp due to its limited water capacity and will solicit proposals to determine actual costs.

**REPORTS:**

- 1) *President Report:* Ms. Mitton noted the recent resignation of Laura Franklin and the need to fill the Recreation-Pool Chair position. Due to the volume of work and responsibilities, the Board may need to

consider hiring an outside service to assist the Board with the additional work. She also noted there are 2 homes currently on the market, 1 home in escrow and 11 closed sales YTD through September 17, 2018.

- 2) *Financial Report*: Mr. Kelley was unavailable.
- 3) *Architecture*: Mr. Coan noted 5 recent requests in which 4 of the 5 were approved (the denied request was for a post-lamp with white frosted glass and the owner will proceed with another fixture previously approved). Discussion ensued on string lights and the Board directed the ARC to differentiate between permanent string lighting and seasonal/holiday lighting and to prohibit only those string lights that are permanently mounted and which cast light on the street, shared property, or a neighbor's property (all of which would violate CC&Rs). Discussion also ensued on the types of glass permitted in exterior lights, and no changes were made in the existing guidelines for glass. The ARC will add new photos to the online gallery of acceptable fixtures to more clearly reflect the types of glass permitted. Discussion ensued on security doors, screens, lamp-posts, etc. and the ARC will evaluate the finishes on these items the same way it evaluates finishes on gates, accepting in all cases black and dark bronze finishes on these items, but also exercising discretion on other requested finishes that blend harmoniously with the neighborhood and existing items on the subject property. Lastly, the height of lamp-posts was discussed and it was noted that 90 percent of posts are between 58" and 64" tall, with most of the deviation from 60" appearing to be due to landscaping material at the base of the posts. Fixtures of historical size mounted on such posts should not exceed 80" in height, which is the height of a standard household door opening. The ARC has added language to the architectural guidelines to explicitly declare these values to be the neighborhood standard, to assure that harmonious appearances will be preserved.
- 4) *Communication*: Ms. Cheney was unavailable.
- 5) *Landscape*: Ms. Mitton noted no major concerns or issues with landscaping. She did note several notices were sent previously to specific owners with excessive weeds and nearly all have taken measures to clean up their property.
- 6) *Recreation*: Mr. Spencer, as acting Chair, noted nothing to report on Tennis, however he did recommend the draining of both pools due to the high level of undissolved solids and minerals in the water chemistry with the North Pool being drained in November and the South Pool the 1<sup>st</sup> week in December. He also noted the failing Kool-Deck at the North Pool and briefly reviewed different options as well as some repairs necessary on the Kool-Deck at the South Pool. Mr. Coan motioned to have both pools drained and refilled as well as the Kool-Deck repairs at North Pool for approximately \$16000 and the Kool-Deck at South Pool repaired at a cost of approximately \$4100 and Mr. Mowbray seconded the motion. The motion passed unanimously. In addition, Mr. Spencer noted the current pumps at both pools and spas vs. the far more energy efficient Intelliflo pumps and that upon replacement they would pay for themselves in savings in approximately 2 years. The total cost including required permitting is approximately \$14000. Brief discussion ensued and Ms. Mitton suggested this be considered in the 2019 Capital Expense budget. Mr. Spencer then noted the noisy and failing blower/compressor at the North Pool with a replacement cost of approximately \$1200. Mr. Coan motioned to approve and Mr. Mowbray seconded. The motion passed unanimously. He also noted the needed replacement to a chimney stack that the Board also supported. Tile cleaning options were reviewed by Mr. Spencer and would ensue just before draining each pool and Mr. Spencer received approval to proceed with this project at a cost of approximately \$650 per pool. The recent inspection by the Pima County Health Department was noted and Mr. Spencer suggested the Board consider an electronic chemical monitoring system which could dispense chlorine and acid to maintain the required balance of water chemistry with an approximate cost of \$1400 per unit. Discussion ensued on possible liability and it was noted this would still require someone to notate the readings from the new monitor twice daily. This will also be considered in 2019. Mr. Spencer noted the North Pool shower has Kool-Deck currently and recommended this be replaced w/ tile to reduce "tracking" of soap and other residues from the shower into the pool. Lastly, he noted

the cleanliness of the bathroom tiles and had received suggestions to strip the tile of sealant which would allow for a more efficient cleaning; Mr. Mowbray offered to follow-up with Don Tebo.

- 7) *Maintenance*: Mr. Struck noted all infractions listed by the Pima County Health Department had been rectified other than the width in the wrought iron fencing and thanked Rick Levy for his assistance. He also noted the replacement of the shower-head at the North Pool. Lastly, he'll review the conditions of the wrought iron at the No. Pool Complex and report at the next Board Meeting.
- 8) *Roads*: Mr. Struck noted Via Gelsomino work was planned for 2019, as well as the sealing of the streets that were recently repaved earlier in the year. Both projects are budgeted in 2019.
- 9) *Security*: Mr. Mowbray noted no concerns at this time other than the South Pool unauthorized visitors. It was noted that non-functioning security cameras had been placed at the South Pool as a deterrent.

#### **UNFINISHED BUSINESS: Not Applicable.**

#### **NEW BUSINESS:**

- 1) *Water Aerobics & Exclusive Use of Pool*: Previously discussed under “**RESIDENT CONCERNS**”.
- 2) *Temperatures of Pools*: Previously discussed under “**RESIDENT CONCERNS**”.
- 3) *Recreation Facilities Repairs/Improvements Needed*: Previously discussed under “*Recreation*”.
- 4) *Legal Review of Fining Policy/Structure*: Ms. Mitton noted discussion w/ Attorney Wendy Ehrlich who recommended a review of our current fine structures and timelines to ensure they don't contradict our governing documents nor AZ State Statutes. Mr. Coan motioned and Mr. Spencer seconded to have Ms. Ehrlich review and consolidate our fine policy and structure. The motion passed unanimously.
- 5) *Budget Timeline / Process*: Ms. Mitton encouraged the Board members and Committee Chairs to provide any financial needs & info to Treasurer Tom Kelley. It was also noted the Board would need to decide if an increase in the semi-annual assessment was warranted for 2020 as they've committed to informing the Membership at least a year in advance of any considered increase. It was also noted that minimal annual increases were preferable to large increases spread apart.
- 6) *Security at South Pool*: Mr. Coan & Mr. Spencer have both conducted extensive research on various options and have determined the best option is a monitoring system w/ video surveillance. Discussion ensued on the continued unauthorized access and how to monitor and report to the authorities as catching the trespasser “in the act” is required to arrest and prosecute. Costs of installation, equipment and internet service were discussed and it appears for a 2-year commitment, the costs could approach \$15000. This includes approximately \$7500 for a one-time setup fee to bring internet to the South Pool and approximately \$4540 annually for ongoing monthly fees, including Comcast and security monitoring. Daily clean-up was also noted as an option but this fails to resolve the actual problem. Discussion on both sides of the issue ensued and Mr. Struck motioned to table the issue until the next Board Meeting but the motion died on the floor. Mr. Coan then motioned to approve the \$15000 expenditure and proceed with the installation of the surveillance equipment and subsequent monitoring by an outside company and Mr. Spencer seconded the motion. Brief discussion ensued and the motion passed by majority.
- 7) *Projector for HOA Clubhouse*: This was tabled until the next Board Meeting.

- 8) *Update Pool Manager Description*: Mr. Spencer had distributed a job description for the Pool Manager and brief discussion ensued. Mr. Struck offered to rewrite the job description regarding vendor selection and with that, Mr. Coan motioned and Mr. Spencer seconded to approve the revised description as discussed. The motion passed unanimously.

**CONFIRM NEXT MEETING:** The next meeting is scheduled for Monday, October 15, 2018 at the North Pool Clubhouse at 3:30 PM.

**ADJOURNMENT:** Being no further business, the Board meeting was adjourned at approximately 5:46 PM.

Respectfully Submitted,

*Chris Bruyn*

Chris Bruyn / Administrative Manager for Sunrise Mountain View Estates HOA / Approved on October 15, 2018