



SRHOA Board Meeting – July 24, 2026

Agenda

- [Paul] Call to order
- [Bob A.] Review of action items from SRHOA Board Meeting June 12, 2026
- [Paul] Nomination of Diane Barker to serve as Landscape Committee Chair; discussion of Landscape Committee charter and communication tools
- [Bob A.] Introduce the need to update SRHOA governing documents to serve a townhouse community with common walls and the definition of "common area" maintained by the board.
- [All] Discussion of issues, concerns, and questions
- [All] Looking ahead to the next meeting in August (DATE??)

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Action Items from June 12, 2026 Meeting

Becky Nissen:

- Prepare a plan for street needs, including re-graveling and other potential improvements, and report back to the board.
- Get bids for re-graveling or other street improvement projects as part of the street needs assessment.

Bob Altizer

- Work up numbers and a proposal for communications technology support (minor budget request) and share with the board.
- Add links on the new Skyline Ridge HOA website to the Canyon Ridge website (for service requests), SCC EIA website, and Skyline Country Club; coordinate with Kailand about adding a link from the master website to the new Skyline Ridge HOA website.
- Draft updated governing documents, including committee charters and revised design rules, and circulate to board for review before scheduling a focused meeting.
- Research and, if needed, update the process for handling official email addresses and document trails for board/committee business.
- Draft notice of non-compliance template is on the ARC (Architectural Review Committee) charter for board review and use.
- Update website with links to relevant HOA and club sites as discussed.

Paul Garner:

- Draft and send letters to Tankersley regarding ongoing parking and dog run/fire break violations, and to Patty and Larry Knight regarding yard art and exterior maintenance, using appropriate CCR/design rule language; coordinate with Bob on verbiage as needed.
- Obtain and deliver a gift (two bottles of Rombauer Chardonnay and a card) to Dina Stitt in appreciation of her service as outgoing secretary.
- Copy Becky when compliance letters to Tankersley and Knights are sent.
- Set up or research options for automated postal mail service for future official communications as needed.
- Schedule a future meeting focused on updating governing documents after board members have reviewed drafts and existing documents.

Bob Haynes:

- Send updated/modified Welcome to Skyline Ridge brochure (in Word format) to Paul and Bob A. for review and redrafting.

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Landscape Committee Scope

The Landscape Committee shall be responsible for:

- Care of all landscaping in Common Areas "A" and "B" and "C" of El Diamante II (legal description: a subdivision of Pima County, Arizona, according to the map of record in the Pima County Recorder's Office recorded in book 44, at Page 24), and other areas within Skyline Ridge as directed by the SRHOA Board of Directors.
- Maintaining good relations in landscape matters between the Association and all properties adjoining the AMCA, including the Skyline Country Club, the Skyline Country Club Estates Improvement Association ("SCCEIA," the "master HOA"), the El Diamante I HOA (lower East Calle Brillante), all Owners and Members of the Association, utilities servicing the property, and local, state, and federal authorities with relevant oversight responsibilities.
- Cooperation and collaboration with the SRHOA Architectural Review Committee (ARC).



Landscape Committee Duties

The SRHOA Landscape Committee shall deal with these operational matters:

- Use the email address landscape@skylineridgehoa.org as the point of contact when communicating with Members and outside parties concerning Association business.
- Respond in a timely manner to Members' reports of landscape-related issues, including needed maintenance in the Common Areas or areas in front of a residence's security gate, or changes to landscaping in those areas.
- Notify Members of instances of non-compliance with landscape guidelines, the steps needed to restore compliance, and recommendations to the Board where fines (special assessments, as described in the CCRs) may be needed to ensure compliance.
- Maintain a list of recommended plants and shrubs for Members' reference when planning improvements.
- Oversee the performance of landscape contractors, consultants, utilities, and other service providers and resources engaged by the Association.
- Collaborate with management of adjacent properties to address issues of concern, such as maintenance of washes and other areas adjacent to the Association.
- Report regularly to the Board on the state of the Association's property, expenditures, status of maintenance operations and improvement projects, performance of contractors, and any other landscape-related issues and concerns.



Landscape Committee Strategy & Policy

The Landscape Committee shall deal with these strategic and policy matters :

- Maintain landscape-related provisions in the SRHOA General, Construction, and Design Rules document (“Rules”), including processes for responding to landscape-related requests from Members and for dealing with non-compliance (identifying and reporting issues of non-compliance, actions needed to rectify them, and penalties or enforcement actions by the Board through fines or Special Assessments as needed).
- Develop plans for ongoing maintenance and improvements to landscaping throughout the Association, including the scope of work for ongoing regular maintenance, one-time issues, new landscape improvements or installations, and necessary repairs to existing installations.
- Identify qualified contractors, consultants, and service providers who can execute the proposed landscape-related projects. A list of such providers may be maintained for use by Association Members seeking services within their Dwelling Areas.
- Negotiate and present to the Board for approval any agreements or contracts for provision of services for ongoing maintenance or one-time improvements.