

**APPROVED ANNUAL VILLAS OWNERS MEETING MINUTES
Monday, February 15, 2016**

1. **CALL TO ORDER:** President Melanie Neilson called the meeting to order at 9:00 a.m. and a quorum (minimum of 10 lots) was established with **21 lots represented**.
 - A. **BOARD MEMBERS PRESENT** (5): Melanie Neilson (lot 33), George Nersesian (35), Nancy Horvat (9), Bea Tuxbury (39) and Marvin Wycoff (29)
 - B. **RESIDENTS IN ATTENDANCE** (21): Dallas & Liz Foreman (lot 22), LeAnn Ellingson (3), Doris Bickel (28), Dennis Hill (17), Mike Hatmaker (36), Jan & Ted Deschamp (27), Sylvia Wilson (26), Richard Robertson (34), Bob & Judeann Sharp (21), Bill Howard (38), Britt Northcutt (16), Frank Witkowski (1), Pierre Fabinski (30), Ron & Sue Spaniol (20), Barbara Katz (18), Joseph Wiltz (4) and Ron Tuxbury (39).
 - C. **VISITORS IN ATTENDANCE** (3): Vivian Timian, HOA #1 General Manager; JoAnn Ellison, HOA #1 Board Secretary; & Michael Riley, State Farm Agent
2. **MINUTES:** George Nersesian moved & Bob Sharp seconded approval of the February 16, 2015 Annual Meeting Minutes. Motion passed by majority of residence in attendance.
4. **Mike Riley, Villas State Farm Insurance Agent** outlined provisions of insurance coverage for the interior and exterior structure of each villa. He distributed to all attendees a summary of our master policy and answered questions. He reminded attendees that owners need to purchase a "condo/townhouse unit owner's policy" to cover personal content items. He stated that, "If you were to turn your villa upside down all items that fell out are considered personal contents and need to be covered by your "condo/townhouse unit owner's policy".
5. **Reports of Officers**
 - A. President Melanie requested that all Villa Owners update their **Emergency Contact Forms** provided to HOA #1 Patrol including name(s) and phone number(s) of person(s) with keys and, if applicable, person(s) checking your villa while you are away. **Rental Agreement Forms** are to be submitted for each rental period to HOA #1 and Villas ALC Co-Chair Doris Bickel. These forms are available on the HOA #1 website.

Currently only ten of our full time residences are willing and able to provide the leadership and support necessary to manage and maintain year-round the many functions of the Villas Association. We need more full time and snowbird volunteers to sustain the high standards of maintenance and leadership that we have become accustomed to over the past many years. **Please volunteer to serve on at least one committee and/or handle one maintenance function while you are in residence.**

- B. **Treasurer's Report & Long Range Financial Plan** – Treasurer Mike Hatmaker stated that he had e-mailed the report to all Owners. He discussed the potential need to increase a designated reserve to cover the cost of roof replacements. Such a need is being researched along with locating reliable

and competent contractors and securing estimates for future roof replacement costs.

6. **Vivian Timian, HOA #1 General Manager**, reported that HOA #1 continues to prosper and is in good financial condition. In response to a question about SaddleBrooke's current and future water supply, she advised that there are 20 wells over 1000 feet deep providing water for HOA #1. She foresees no issue regarding water availability at this time. The RoadRunner Grill patio project is proceeding through the approval process and is on schedule.
7. **COMMITTEE REPORTS (anticipated plans and goals for 2016):**
 - A. **Landscaping Report:** Chair Marvin Wycoff reported that the committee plans to add more gravel to the SE quadrant of the villas. Also residents need to submit "Maintenance Requests Forms" (available on Villas website) for new planting(s) in March.
 - B. **Maintenance Committee Report:** Ron Tuxbury & Dennis Hill. Dennis reported that 6 windows were replaced in 2015 due to golf ball damage. Regular maintenance will continue.
 - C. **Termite/Pest Committee Report** was e-mailed to all Villas owners by Chair Liz Foreman.
 - D. **ALC/Documents/Rules Committee Report:** Co-Chairs Doris Bickel & George Nersesian reported that a recent property inspection was conducted by ALC members Doris Bickel and Dennis Hill. Report was provided to owners present.
 - E. **Social Committee:** Co-Chairs Brenda Robertson & Judeann Sharp. Judeann reported that the monthly Happy Hour has changed to 4:45 p.m. on the third Monday of each month except none in December. Over fifty people attended the yearly winter celebration dinner, a new record. The 2016 Pot Luck Event will be held on March 5. A Villa hike is planned by residents for later this month.
 - F. **Elections Committee Report:** Chair Dal Foreman reported that the goal is to secure three volunteers to serve on our Board of Directors for 2016-2018.
 - G. **Website Report** -- Melanie reported the goal is to keep the Villas website up-to-date, accurate and relevant.
8. Special Report: **Ad Hoc Lighting Committee:** Chair Jan Deschamp and her committee recommended installing solar lighting in the West Parking Lot at a cost of \$500 per light. Consider asking residents to voluntarily reset their villa garage and entry light timer to be on from 6 p.m. to 6 a.m. and to change present rules to allow attached solar and motion activated lights on individual villas. *(Note: specific motion activated lights are currently allowed in specified locations per the Villas Rules.)*
9. Special Report: Ron Tuxbury & Dennis Hill discussed **Proposed Sign** that would be posted adjacent to the south parking lot sign on Sun Ridge at the villas entrance. It

would be an additional reminder to potential buyers of villas that villa owners have to abide by Villas restrictions of record.

10. Old Business:

- A. Committees' Responsibilities and need for volunteers was discussed. A list of Committees Chairs and Members was distributed and is available on the villas website.
- B. Owners were requested to voluntarily leave their outside lights on from dusk until 10-12 pm or dawn.
- C. Owners were urged to have villas, lots, mailboxes and tubes checked weekly when not in residence.
- D. Waste Management fees were reviewed. Villa residents qualify for HOA #1 discounted rate which is approximately \$59 quarterly.
- E. Liz Foreman reviewed purpose (history) of Villas Association per page 1 of Amended and Restated Articles of Incorporation, Article IV. "Purposes", paragraph 1; CC&Rs item 3.a. Purposes.
- F. Melanie briefly reviewed the Villas' Management Contract with HOA #1

11. Questions/Comments from the Audience: None

- 12. Adjournment:** Marvin moved and Barbara Katz seconded the motion to adjourn. Motion passed and the meeting was adjourned at 11:15 a.m.

Nancy Horvat, Board Secretary