

SaddleBrooke Villas Association No. 20, Inc.

Minutes of Special Called Board of Directors Meeting Following Annual meeting 19 February 2018 SaddleBrooke Clubhouse Coyote North Room Minute Approved Unanimously 19 April 2018

1. The Special meeting of the Saddlebrooke Villas Association No. 20 was **called to order by President Don Ebbeson at 10:45 am.** Being a quorum present of 23 lots the meeting proceeded in accordance with the bylaws. (Sign in sheet attached.)
Board Members Present (5): Don Ebbeson, Dennis Hill, Nancy Horvat, George Nersesian, & Chris Costello
Owners Present: (30): Ron Tuxbury, Pierre & Noreen Fabinski, Joan Ebbeson, Janet Schmidt, Barbara Katz, Barbara Sullivan, Jimmie and Melinda Morris, Ed Sand, Audrey Costello, Sue & Ron Spaniol, Sue Schliepsiek, Britt Northcutt, Melanie Neilson, Doris Bickel, Bill and Cathy Howard, Frank Witkowski, Ted & Jan Deschamp, Ross Stephens, Brenda Robertson, Jan Earnest
Guest Present: HOA One Liaison Jim Dailey, Tina Joy Hudson
2. George Nersesian moved to **approve the minutes of the January 4, 2018 Board Meeting** second by Chris Costello. **Motion unanimously passed.**
3. Jim Dailey HOA1 Past President and Board Liaison to Villas explained that the new pickleball courts are to be enclosed. There would be outdoor lighting so that they can run them 24/7. Legally HOA 1 cannot give money to any club. Further they cannot fund any pickleball construction that is not on HOA 1-owned property.
4. **President's Report** – previously given at Annual meeting
5. **Treasurer's Report** – previously given at Annual meeting
6. **Discussion of Potential Action Items**
 - A. George Nersasian outlined the results of an investigation pertaining to instituting Customer Service Fee (CSF) for the Villas similar to CSF Fee adopted by HOA 1 in 2006. This would be an alternate revenue stream beyond any possible annual assessment increases of owners. A motion would state that this proposed fee \$180 X 12 (\$2160) would be paid by the buyer to the Villas Association at closing, over and above any HOA 1 transfer fees due. Since an amendment to the CCRs passed by 51% of eligible voters would be needed to institute this fee. Therefore, it would not be implemented quickly. The Board was polled and sought the guidance of the owners in its consideration of this change that could lead to an Action item. The Board feels that there would be no waiver of this fee for any buyers. Don agreed to write a letter to HOA 1 requesting some financial support from HOA 1 based upon the dues we pay them and the use of Villas common areas and the maintenance of the entry to the Clubhouse. Jim Daily suggested that the letter included an alternative to direct funding such as "HOA 1 will donate the cost of one roof replacement per year." It was also suggested that since HOA 1 events frequently require the Villas' parking area along Saddlebrooke Blvd that possibly we be reimbursed parking lot rental or sell that parking lot to HOA 1. This CSF concept remains under discussion and will be on the April agenda. Chris Costello suggested the owners who did not attend the meeting also be notified that this change to the CCRs is under consideration. Don stated that all owners receive copies of the agendas where it will appear as a topic.

- B. Jan Earnest, representing Tammy Brown, gave the report of the Lighting Committee. (report attached). She gave a brief background on why the carriage lights need replacement. A survey was taken to select a light style. Residents were delighted that they were asked for their input and could communicate their opinion to the Board. By a majority, the respondents chose the Sedona light style which cost \$75. With Board consensus, Don will install the selected light on his unit and the Howards so that owners can see its appearance and the amount of light it provides. A change in ALC rules is required to allow owners to update their garage lighting which would not generate any legal fees. The Board can vote this ALC rule change. The committee is recommending that to keep the theme and integrity of the street, all lights should match. In order to achieve this outcome, the villas association might need to pay for and install the new light. The Board is also considering an ALC change that would allow the owners to personal pay for and install any light of their choice as long as it complies with general criteria, set by AZ statute and Board guidelines. Ron suggested that we have no funds in this year's budget for lighting. Don stated that we have carry-over funds to cover this expense. Further action is tabled to the next meeting when the two alternatives will be discussed and a motion made.
- C. Don notified the Board that it is his intent to conduct meetings in closer adherence to Roberts Rules of Order for Agendas, Minutes, and meeting order.

7. **Committee Reports** were given as part of the Annual meeting.

8. **ACTION ITEMS.** Don mentioned that there was a remark on how the agenda was presented. Although all motions were listed, Item 8 should have been more clearly typed **ACTION ITEMS**, rather than *Owners Comments/Questions regarding the following Motions or Action Items*. Chris Costello made a motion that we treat **items A-I as action items** and the Board proceed, seconded by George Nersasian. **The motion passed 4-1.**

- A. George Nersasian made a motion to approve creation of a Standing Roofing Repair, Replacement, & Funding Committee, Don Ebbeson, and Members Chris Costello and Ron Spaniol.
The Committee's purpose is to: oversee that roof repairs are handled in a timely manner, monitor and evaluated the Roofing Assessment account, insure there are adequate funds for roof replacement, and report annually on the funding needs for roof replacements in time for budget/assessment settings in the fall. **Motion unanimously passed.**
- B. Don made a motion authorizing Bill Howard to accept Complete Landscaping estimate #652 and to order up to an additional 82 tons of decorative rock for an amount not to exceed \$8,172.82, seconded by Chris Costello. **The motion passed 4-1**
- C. George Nersasian made a motion to approve and enter into an Engagement Agreement and accept the Fee Schedule for Goldschmidt/Shup, seconded by Nancy Horvat. **Motion unanimously passed.**
- D. Don made a motion to approve a prepaid Legal Services Addendum with Goldschmidt/Shup for an annual fee of \$600.00 payable year in advance which is in the budget, seconded by Chris Costello. **Motion unanimously passed.**

ACTION ITEMS TABLED TO NEXT MEETING:

- E. Motion to approve recommendations of Ad Hoc Lighting Committee for walkway lighting updates. Removal of existing ALC clause: ~~Owners may install up to three wall mounted light fixtures as Fixtures must be the same as, or Similar to, a Heath/Zenith #SL-5511-BZ (single unit fixture) Motion Sensor Quarts Security Light mounted at a lens Height not to exceed 32 inches and designed so that light is focused and maintained downward on the walk. Wattage must not exceed 100 watts. Fixture must be controlled by a motion sensor that turns the light on when motion is detected and turns off when motion is no longer detected.~~

Section to be replaced by: For resident and guest safety, owners may install up to five (5) wall-mounted fixtures, motion-activated solar or battery-operated lighting at a height of thirty to forty inches above ground level, along extended walkways is permitted. All previously installed low voltage lights along extended walkways will be grandfathered in, as is.

- G. Motion to approve that the Landscape Committee be authorized to spend up to \$2500.00 to hire a landscape designer to analyze our landscape (to be consistent with HOA 1 plant list) with the object being to decrease maintenance, eliminate non-native plantings, remove planting that cause sinus or allergy reactions and improve the overall appearance of our street
 - H. Motion to approve that the current Villa Unit 20 "Rules, Regulations and Policies" be rescinded
 - I. Motion to approve that current Amended and Restated Architectural & Landscaping (ALC) Special Guidelines be rescinded and in the interim, Villas will adopt the HOA #1 ALC guidelines as their standard. Villas ALC guidelines will be codified by our attorney to be consistent with HOA #-1 ALC Guidelines.
9. **Adjournment** – Don made a motion at to adjourn seconded by Nancy Horvat. **Unanimously passed.**