

SADDLEBROOKE VILLAS ASSOCIATION NO. 20 INC.

BOARD OF DIRECTORS MEETING

Thursday, October 15, 2020 at 10:00 a.m.

SaddleBrooke One Activity Center

MINUTES

BOARD MEMBERS PRESENT: **Ron Tuxbury - President**
 Liz Foreman – Secretary
 George Nersesian – Director
 Sally Wickramaratne-Mejia - Treasurer

MANAGEMENT PRESENT: **Barb Kinnan**

NUMBER OF HOMEOWNERS PRESENT: 8 and 3 guests

- **CALL ORDER AND ROLL CALL**
The Board meeting was called to order at 10:00 a.m.
- **REVIEW AND APPROVAL OF MINUTES:**
 - a. **Open – September 17, 2020**
A motion was made by Mr. Nersesian to approve the September 17, 2020 Board Meeting minutes, as presented. The motion was seconded by Mrs. Foreman and passed unanimously.
- **SADDLEBROOKE ONE UPDATE – MIKE TREIBER AND CHRIS PRIER**
 - a. Mike Treiber, Controller was present to discuss financials of SaddleBrooke One. Mr. Treiber reviewed the SaddleBrooke One 2021 draft budget which should be on the agenda for approval at the November Board meeting.
 - b. Chris Prier introduced himself as the new Food and Beverage Director of SaddleBrooke One. He has been working with the community for about seven weeks.
- **PRESIDENTS REPORT – RON TUXBURY**
 - The 2021 budget will be discussed at this meeting.
 - There were a lot of challenges with the transition from the prior management company. There are still a few minor issues to resolve.
 - Working with Mission Management has been a good experience. Feedback from owners has also been good.
- **TREASURERS REPORT**
Ms. Wickramaratne-Mejia provided a written report and noted that the operating account balance as of September 30th was \$36,714 and the reserve account balance was \$81,794. The total of both accounts is \$118,509. Reserve contributions will be

caught up by November. Water expenses are over budget due to the dry summer. Late fees will take effect this month, owners were given a 90-day grace period.

- **MANAGEMENT REPORT – BARB KINNAN**

- Statements for November are in progress and will be mailed in the next few days.
- Communication with the Treasurer regarding financial transition issues.
- Communication with homeowners regarding owner portal, statement information, and homeowner information sheets.
- Communication with the President regarding the agenda.
- Coordinated with Santa Rita Landscaping for landscaping bids for budgeting purposes.
- Met with Mission Management controller, President and Treasurer regarding the 2021 budget.
- Reviewed the governing documents after the HOA attorney reviewed and commented on.
- Worked with SaddleBrooke One regarding 2021 meeting dates.

- **COMMITTEE REPORTS**

- ALC – George Nersesian** - One request for another patio extension is in progress.
- DOCUMENT/RULES – Liz Foreman** – Attorney reviewed changes completed by Mrs. Foreman and Ms. Gilmore. Future changes and recent attorney approved changes will be made by Mission Management.
- LANDSCAPE – Bill Howard** – Getting ready for rock work. The Board and audience thanked him for his work.
- MAINTENANCE – Ron Tuxbury** – A list of places where paint touch ups are needed, was created. Homeowners should contact Mr. Tuxbury if they have any issues and he will be sure the painters take care of it. The netting will be replaced soon.
- NEIGHBORHOOD WATCH – Cathy Howard** – Mountain lions, javelinas, and deer are out. Homeowners should be cautious.
- SOCIAL – Cathy Howard** – The winter celebration at Roadrunner is set for January 16th. Potluck is tentatively set for March 13th. Saunas will be open on October 26th. Homeowners need to schedule to use. If this works out, the spa will be open soon.
- TERMITE/PESTS – Liz Foreman** - A report was emailed to all owners.
- UNIT REP – Jan Deschamp** – A report was mailed to all owners.
- WEBMASTER – Pierre Fabinski** – Mr. Tuxbury noted that contact was made with the new webmaster and the minutes through August are now posted on the website.

- **DISCUSSION ITEMS**

- HOA ATTORNEY PAYMENT** - The attorney reviewed the documents, but the bill has not been received yet.

- B. 2021 BUDGET** – Mr. Tuxbury reported that expenses should be lower over the next few years. He reviewed the draft budget and noted that this budget allows the Association to build back reserves while keeping the assessment rate the same.
- C. COMMITTEE CHAIRS** – Homeowners that are interested in serving on the Board should get their applications in by the end of the month.

- **ACTION ITEMS**

- A. 2021 BUDGET/OWNER ASSESSMENTS**

- a. **A motion was made by Mr. Tuxbury to approve the 2021 Budget as presented with adjustments. The motion was seconded by Mr. Nersesian and passed unanimously.**
 - b. **A motion was made by Mr. Tuxbury to approve the homeowner assessment rate of \$190 per month. The motion was seconded by Mr. Nersesian and passed unanimously.**

- B. VOLUNTEERS/COMMITTEE CHAIRS** – Still need volunteers.

- C. GOODMAN HOLMGREN SMITH PAYMENT FOR DOCUMENT REVIEW** – Invoice not received yet.

- **NEXT MEETING – NOVEMBER 12, 2020 @ 9:00 A.M. TO MEET THE CANDIDATES (BOARD MEETING IMMEDIATELY FOLLOWING)**

- **CORRESPONDENCE/OPEN DISCUSSION FOR THE GOOD OF THE COMMUNITY**

- A homeowner asked about the confirmation of payment and if this only goes to owners that pay by check. *Ms. Kinnan noted that it does go to everyone for every type of payment.*
 - A homeowner noted an article about street resurfacing. *Mr. Tuxbury noted that the resurfacing was done and will ask about the schedule for sealing and resurfacing.*

- **ADJOURNMENT**

- With no further business to discuss, a motion was made by Mr. Nersesian to adjourn the meeting at 11:15 a.m. The motion was seconded by Mrs. Foreman and passed unanimously.**

SUMMARY

MOTIONS:

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