

SADDLEBROOKE VILLAS ASSOCIATION NO. 20 INC.

BOARD OF DIRECTORS MEETING

Thursday, August 19, 2021

10:00 AM

SaddleBrooke One Activity Center

MINUTES

BOARD MEMBERS PRESENT:

Ron Tuxbury - President

George Nersesian – Vice President

Ted Deschamp – Secretary

Richard Robertson - Director

MANAGEMENT PRESENT:

Christine Nason

NUMBER OF HOMEOWNERS PRESENT: 12

CALL ORDER AND ROLL CALL

The Board meeting was called to order at 10:06 a.m.

AGENDA ADDITIONS

Vivian Timian from HOA One may join the meeting.

REVIEW AND APPROVAL OF MINUTES:

Open BOD Meeting – June 17, 2021

The minutes were approved electronically by the Board and were sent to all homeowners.

PRESIDENTS REPORT – RON TUXBURY

Mr. Tuxbury reported that there has been a lot of rain this year. There was one roof leak, the roofer will be looking at this tomorrow. All roofs are under a five-year warranty. A reminder will be sent to all homeowners to check their homes for roof leaks. Volunteers are still needed for the landscape and finance committees.

TREASURERS REPORT – RON TUXBURY

Mr. Tuxbury reviewed the Ms. Wickramaratne-Mejia's financial report. He noted that things are on track. He noted that insurance is over budget due to the 2020 bill being received in 2021. The Board is continuing to build the reserve account. Mr. Nersesian inquired about the amount in reserves for irrigation. Mr. Tuxbury noted that there is about \$12,000 currently in the reserve for irrigation system replacement and that we increased the amount we are putting into the irrigation system replacement reserve last year. Also, Marco Rubio SaddleBrooke One Common Areas Manager felt that our system should last, at least, another five years. Mr. Tuxbury noted that there are a few homeowners that are past due, the Board is monitoring these accounts. He reviewed the collection process. Ms. Nason noted that the water bills were being paid to a third-party biller that was charging a finance fee. This has been discontinued and checks are now being sent for payments. She noted that the water company does not allow auto pay or have a website.

MANAGEMENT REPORT – CHRISTINE NASON

- Communication with President regarding miscellaneous issues.

- Communication with President regarding meeting agenda.
- Prepare for August 19th Open BOD meeting
- Currently there are no violations on file.
- Enclosed in the Board packet are condensed Financials for June and July 2021.
- Currently there are two delinquent accounts. Report is attached for Board review
- Website forms were reviewed, and the recommendations are enclosed in the Board Packet as standardized forms.
- 2020 Taxes have been signed filed.
- 2022 Budget process is beginning in September.

HOA ONE REPORT – VIVIAN TIMIAN

Ms. Timian reported that things are going well. A large asphalt project at Unit 18 and 19 was just completed. The cost of the project was about \$550,000. Seal coating will begin in October on Saddlebrooke Blvd. then on Ridgeview Blvd. around to the Catalina Recreation Center. Comcast will be installing cable on the (northside) of SaddleBrooke Blvd. and on Ridgeview Blvd. to provide cable service to Units 14, 15 and 17 in HOA Two (which will start September 1st). Comcast purchased the easement rights for their new lines at a cost of \$193,000. The golf course is coming along nicely. There are a couple of designs for Greens 6 and 7. These will be reviewed at the August 26th Board Meeting at 2pm. The Board will also be reviewing golf fees for 2022. The Board will also provide Board guidance for the 2022 budget which will probably include an increase proposal of HOA fees of \$77 per year. The Board will also discuss adjusting the golf maintenance personnel salaries to be more competitive. She also encouraged homeowners to look at the new website.

COMMITTEE REPORTS

- ALC – George Nersesian – One request was approved for pavers, one for landscaping and front door and one for a patio.
- DOCUMENT/RULES – Ron Tuxbury (need chair) – Mr. Tuxbury will be sending the Mr. Robertson some documents in the next week or two for review.
- LANDSCAPE – Mission Management (need chair) – Mr. Tuxbury noted that were a few irrigation leaks, but they seem to have calmed down although the water has been used less with all the rain.
- MAINTENANCE – Ron Tuxbury – The third light was added to the west parking area. Four lights were added on Sun Ridge Dr. on the east side of the street. Community feedback has been positive so far. All lights are on timers to go off at 10pm and come on at 4am to 6am.
- NEIGHBORHOOD WATCH – Cathy Howard – Nothing to report.
- SOCIAL – Cathy Howard – An email blast will be sent to the community noting that there will be a Winter Celebration on January 22nd in the Roadrunner Grill from 5pm to 9pm. A potluck will be scheduled sometime in March 2022. Happy hours will start this month (August 26th) and will be on the fourth Thursday of the month in the back bar of the Agave Lounge at 4:00pm.
- TERMITE/PESTS – Mission Management – Ms. Nason noted that there was one issue that will be treated tomorrow by Northwest Exterminating.
- UNIT REP – Jan Deschamp – A report was emailed to the Board. This will also be posted on the website.
- WEBMASTER – Pierre Fabinski – Mr. Tuxbury noted that the public portion of the website is done. They are now working on the resident portion of the website.

UNFINISHED BUSINESS

A. REVIEW REVISION OF SECTION 4.4 PARKING REGULATIONS, BASED ON RESIDENT COMMENTS FROM JUNE BOARD MEETING, APPROVE CHANGES, IF ANY TO PARKING RULES

SECTION 4.4 – Mr. Tuxbury noted that our original proposal was discussed at the last meeting and revised based on feedback from the Board and homeowner's input. He noted that "long-term" parking, particularly during the season (November to April) owners are encouraged to park in the south parking lot. Mr. Robertson asked if there should be a definition of "long-term." Mr. Tuxbury noted this refers to someone that is not "using" the vehicle on a regular basis and recommended not listing a time frame unless a problem arises.

A motion was made by Mr. Tuxbury to approve the revisions of Section 4.4 Parking Regulations, as presented with the addition of the word "long term" in Section 4.42d. The motion was seconded by Mr. Deschamp and passed unanimously.

Mission Management will have the current parking signs removed.

B. REVIEW AND APPROVE MISSION MANAGEMENT FORMS TO BE PART OF THE VILLAS WEBSITE

– Mr. Tuxbury reviewed the forms to replace the outdated forms currently on the website. He noted that he is still working on the maintenance form, since Mission Management does not have a similar form.

NEW BUSINESS

DISCUSSION

A. 2022 BUDGET – Mr. Tuxbury noted that the Board needs to start thinking about upcoming landscape projects and other increases that might be necessary.

B. 2022 ELECTIONS – Mr. Tuxbury and Mr. Nersesian's terms are up this year. Ms. Nason discussed the process.

Mission Management will send a Call to Candidates in mid-September.

APPROVALS

C. 2021-2022 INSURANCE RENEWAL – Mr. Tuxbury noted that the insurance proposes a 3.5% increase with the current carrier. He noted that he is pleased with the current carrier's coverage.

A motion was made by Mr. Tuxbury to approve the insurance renewal rate of \$10,425.75 effective September 14, 2021. The motion was seconded by Mr. Nersesian and passed unanimously.

NEXT MEETING – SEPTEMBER 16, 2021 – VIRTUAL AND IN PERSON

CORRESPONDENCE/OPEN DISCUSSION FOR THE GOOD OF THE COMMUNITY

A homeowner noted that the Board should increase assessments, if necessary. Mr. Tuxbury noted that an increase will be considered in the 2022 Budget.

ADJOURNMENT

With no further business to discuss, a motion was made by Mr. Tuxbury to adjourn the meeting at 11:29 am. The motion was seconded by Mr. Nersesian and passed unanimously.

SUMMARY

MOTIONS:

A motion was made by Mr. Tuxbury to approve the revisions of Section 4.4 Parking Regulations, as presented with the addition of the word “long-term” in Section 4.42d. The motion was seconded by Mr. Deschamp and passed unanimously.

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ACTIONS:

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