

SADDLEBROOKE VILLAS ASSOCIATION NO. 20 INC.

BOARD OF DIRECTORS MEETING

Thursday, October 21, 2021

10:00 AM

SaddleBrooke One Activity Center

MINUTES

BOARD MEMBERS PRESENT: **Ron Tuxbury - President**
 George Nersesian – Vice President
 Ted Deschamp – Secretary

MANAGEMENT PRESENT: **Christine Nason**

NUMBER OF HOMEOWNERS PRESENT: 6

CALL ORDER AND ROLL CALL

The Board meeting was called to order at 10:00 AM.

REVIEW AND APPROVAL OF MINUTES:

Open BOD Meeting – September 16, 2021

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

PRESIDENTS REPORT – RON TUXBURY

Mr. Tuxbury reported that there have been no volunteers to run for the Board. There are two vacancies, if needed the Board can minimize to three Board members which has been done in the past when there were not enough candidates. There are ten days left so hopefully someone will come forward. He noted that if there are no volunteers there may not be a need for an election. He noted the role of a Board Member is easier than it was in the past due to the new management company who is doing a good job and taking over tasks that we do not have volunteers for. He stated that the Board could probably decrease to six meetings per year. He also reported that lighting was added to Sun Ridge and the west end parking. So far, there has been positive feedback on the lighting.

TREASURERS REPORT – RON TUXBURY

Mr. Tuxbury reviewed the September financial report. He noted that things are on track. He stated that insurance appears over budget, but this is because of the switch to a new insurance broker and we receive bills from three separate company's instead of the single annual bill that we received in the past. He noted that almost \$26,000 will be moved into reserves this year and possibly more due to end of year surplus. He reported that the termite contract increased this year, as well. He noted that the Association will most likely continue to increase assessments to build the reserves for future reserve expenses.

MANAGEMENT REPORT – CHRISTINE NASON

- Communication with President regarding meeting agenda.
- Call for Candidate's letter sent to all homeowners – to date no candidates have been presented. Recommend we email notice.

- Prepared 2022 Budget for Board Review
- Prepare for October Open BOD meeting.
- Currently there are no violations on file.
- Currently there is one delinquent account. Report is attached for Board review.
- Contact with Landscapers on schedule, irrigation, and missed cleanings.
- Worked with Handyman to have sidewalk/driveway repair done on home being sold.
- Contact with new owner on process of renting their property.
- HOA attorney – HOA legal services transitioned with Jason Smith transferring from Goodman and Holmgren to his own firm.
- September Synopsis sent via eblast and subsequent minutes

COMMITTEE REPORTS

- ALC – George Nersesian** – Nothing to report. No new submittals.
- DOCUMENT/RULES – Dick Robertson** – Nothing to report.
- LANDSCAPE – Ron Tuxbury (need chair)** – Mr. Tuxbury noted that there have been no volunteers and that Mission Management continues to handle landscape issues. A homeowner asked about the prior minutes that state that the irrigation should last another five years per Marco Rubio. He noted that Marco Rubio was an employee of HOA One and that the Association should call a specialist and I not use Marco Rubio or if we were going to use Marco Rubio, he should be on the call list for Mission Management. Mr. Nersesian noted Marco Rubio does a good job, and only charges labor. He added that the landscapers also have an irrigation specialist, but they charge more and take more time to get onsite.
Mission Management will add Marco Rubio to their call list.
 The homeowner also suggested that the Association scale back on irrigation by redesigning the landscape. Mr. Tuxbury noted that over the last few years many trees and bushes had been removed to reduce water usage and asked the homeowner if he would like to volunteer as the landscape chair. The homeowner did not want to volunteer for this position.
 Mr. Deschamp asked about the landscape schedule and how issues are taken care of that come up between the rotations. Mr. Tuxbury noted that this is where a landscape chair is needed. Board discussed the lack of service by the landscapers.
- MAINTENANCE – Ron Tuxbury** – The broken window and screen were taken care of. He also noted that a few roof issues were also repaired. A homeowner asked about the prior minutes which state that interior repairs were scheduled next. Mr. Tuxbury noted that the homeowner was paying for the interior repairs, but he was scheduling them on their behalf because they are out of town. The homeowner inquired about the length of time it took to repair the broken window since it took so long for his to be fixed in the past. Ms. Nason noted that it was fixed right away. A homeowner noted that a vehicle was parked in the west parking lot and had wire damage from pack rats. He asked if pest control should be called to add traps in this location. Mr. Tuxbury will look into this. Ms. Nason also recommended moth balls.
- 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 21st at the Roadrunner Grill from 5:00 to 8:00

PM. A potluck will be scheduled sometime in March 2022. Happy hour is still taking place on the 4th Thursday at 4:00pm in the SaddleBrooke One Clubhouse.

- g. TERMITE/PESTS – Management** – Ms. Nason noted that one homeowner heard a noise in the roof. Northwest was contacted, and the treatment will be at the homeowner's expense.
- h. UNIT REP – Jan Deschamp** – A report was emailed to the Board. This will also be posted on the website.
- i. WEBMASTER – Pierre Fabinski** – To be discussed under New Business.

A. NEW BUSINESS

DISCUSSION

UPDATE ON VILLAS WEBSITE – Mr. Tuxbury reported that he is working with the webmaster to update the Villas section of the website. He has completed the public side of the website and is now starting to work on the internal side for the homeowners with hopes to have this completed by the end of the year.

APPROVALS

- 1. 2022 BUDGET** – The Board reviewed the 2022 draft budget which includes a \$10 assessment to cover expense increases and continue to build the reserve account. A homeowner encouraged the Board to get landscape proposals.

A motion was made by Mr. Nersesian to approve the 2022 Draft Budget which includes a \$10 assessment increase. The motion was seconded by Mr. Deschamp and passed unanimously.

- 2. REVIEW AND APPROVE THE BOARD MEETING CALENDAR OR 2022** – Mr. Tuxbury noted that the dates have been set.

Mission Management will send a copy of the 2022 Board Meeting dates to the Board for approval.

NEXT MEETING – NOVEMBER 18, 2021 – VIRTUAL AND IN PERSON (if there are Board candidates, the meeting will start at 9:00 AM. If not, the meeting will start at 10:00 AM)

CORRESPONDENCE/OPEN DISCUSSION FOR THE GOOD OF THE COMMUNITY

- A homeowner asked if the Board would meet monthly. The Board noted that they schedule meetings for each month but meet, as needed.
- A homeowner asked if the sign at the west parking lot will be removed. Mr. Nersesian noted that it will be changed.
- A homeowner asked if HOA One will need to close restaurants like HOA Two due to short staffing. JoAnn Ellison with Saddlebrooke One noted that this is not an issue, at this time.

ADJOURNMENT

With no further business to discuss, a motion was made by Mr. Nersesian to adjourn the meeting at 11:18 AM. The motion was seconded by Mr. Deschamp and passed unanimously.

SUMMARY

MOTIONS:

A motion was made by Mr. Nersesian to approve the 2022 Draft Budget which includes a \$10 assessment increase. The motion was seconded by Mr. Deschamp and passed unanimously.

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ACTIONS:

Mission Management will add Marco Rubio to their call list.

Mission Management will send a copy of the 2022 Board Meeting dates to the Board for approval.