

**SaddleBrooke Villas Association No. 20, Inc.**  
**ANNUAL MEETING OF THE ASSOCIATION MEMBERS (OWNERS)**  
**Saddlebrooke One Clubhouse/Zoom**  
**9:00 A.M., Tuesday, February 27, 2024**  
**MINUTES**

The Annual Meeting of Association Members (Owners) was called to order at 9:03 AM with President Dick Robertson presiding.

**1. Call to Order** – Dick Robertson called the meeting to order. Board Members and management introduced themselves.

**Directors present** – Sally Mejia-Wickramaratne and Richard Robertson

**Management** - Christine Nason and Rhonda Rayhel – Mission Management

**Guest** –Vivian Timian (HOA #1 General Manager)

**2. 2023 Annual Minutes:** February 20, 2023, were approved by the Board on June 6, 2023.

**3. HOA #1 General Manager - Vivian Timian** – Ms. Timian reported that the Association is working on the entrance roadway. The Association is looking at trying to dress up that slope so that you don't get the rocks coming down and getting all over the roadway. So, what we would like to do is rock it and then add three large planters into the slope with succulents and cacti. A SaddleBrooke logo will be installed in the middle with white flat rock to stand out. The plans were passed out for review. This would take away a lot of the maintenance of the area because it would all be rocked. It will give a visual positiveness to the area when you're coming in versus what we've got now. We're in the process of getting pricing on the project. The cost has already been budgeted for 2024 operating expenses. Lighting will also be added, and the wall will be repaired.

Unfortunately, there was an accident over the weekend. Someone in a golf cart hit the "Stop Ahead" sign. Luckily, the damage was minimal.

The reserve study is going to be coming out in March. If anything, we're a little bit overfunded in our reserves, but it shows a lot of stability financially.

If you have time this Thursday, you might want to stop by the Activity Center. Steve Cocky who is on the Properties and Roads Committee will be presenting a project to expand the arts and crafts area, as well as the fitness area. We have a section in that courtyard that is about 7,000 square feet. We want to build in that courtyard behind the gift shop and basically build another structure to allow for expansion.

There's going to be some demolition there. We'll take down the gift shop and we'll take down the bathrooms. We'll take down that maintenance area that we have there. Then we want to build 2 new structures in that area. We went out for a bid with the architects yesterday. We expect the bids to come back from the architects on March 15th. This is what Steve will be presenting. He has talked to all the clubs (the quilters, the stampers, the basket weavers, the pottery group, the digital people, etc.) to get feedback on what their square footage needs might be. Adjustments will be made to the parking lot so that the bocce ball court can stay in place. The Association is looking for renderings from the architects so we can have a couple of town hall meetings to present them. Hopefully in the first part of June, we'll be able to meet at least two times with the residents and show them some architectural drawings and renderings. The project will be paid out of the reserve account and will increase property values. It will also add amenities for homeowners to enjoy. Steve will have a rough vision for review at the meeting on Thursday this week at 2:00 pm. We are hoping to break ground around the middle of 2025 and work to the end of 2025. We will set up construction fencing, so people will still have access to the Arts and Crafts

Building while we build other facilities. Then after we're done with the other facilities, we'll renovate the existing facilities. So, what we're trying to do is make sure people have access to the places, as long as they possibly can. Currently, we have a 400 square foot aerobics area in the fitness center and we're expanding that to 1,800 square feet. The pottery area will also expand. The fiber arts (that's the knitters, the quilters, and the sewers) will also get an expansion. We're going to be doubling the space and we're looking at a long arm sewing machine. They've really considered a lot of the things these groups and clubs need.

If you have any grandkids coming on March 29th from 10:00 AM till 1:00 PM, we'll be doing the "Snakes and Critters with Jim Corr." Kids will get a hot dog and free drink, as well.

Ms. Timian answered questions and thanked the members present for their time. She encouraged homeowners to drop by the office if they have any other questions.

## **5. Treasurers Report**

Ms. Nason reported that at the end of the year, the Association did very well. The Association was slightly over budget by about \$400, which is good. The reserve contributions were right on target for last year, as well. The overage that the Association had was the insurance increase which wasn't quite factored in because we did not have the numbers at the time. There may be some taxes due to interest earned, the taxes should be completed in the next couple of weeks. Ms. Nason discussed the water billing process.

Ms. Nason also discussed the insurance and noted that homeowners should cover their water lines from the road to the home, per the insurance carrier.

**Mission Management will have the insurance carrier draft a letter to the homeowners regarding what their homeowner's policy should cover.**

Ms. Nason noted that the Association has a 14-month CD which is good through August 26th, 2024 and a 23-month CD which is good through May 20, 2025. She discussed the process of investing these funds. Ms. Mejia-Wickramaratne noted that the Board welcomes any input on investing.

## **6. Committee Reports**

**a. Documents/Rules – Dick Robertson** – No updates at this time.

**b. Landscaping – Management** – Ms. Nason discussed how the Association decides to remove or add plants. She also noted that the landscapers are getting ready to trim back the plants for rejuvenation.

A homeowner asked about the landscape schedule. Ms. Nason noted that she will be meeting with the landscapers to walk the property today and this will be discussed. Ms. Mejia-Wickramaratne encouraged homeowners to report any issues to Mission Management.

**Mission Management will post the landscape contract and schedule map on the homeowner portal.**

Mr. Robertson noted that a Landscape Committee Chair is needed. Ms. Mejia-Wickramaratne also noted that homeowners can help with reviewing proposals, if needed.

**c. Maintenance - Management**

A homeowner asked about a utility box with exposed wires and pipes.

**Mission Management will look into who owns the pipes and wires near a utility box in the common area.**

A homeowner asked about lighting at the islands by the parking area.

**Mission Management will speak to the SaddleBrooke One regarding lighting at the islands by the parking area.**

A homeowner asked about windows broken by golf balls. Ms. Nason noted that the Association pays for windows broken by golf balls.

**d. Social – Cathy Howard** – A social event is planned in March. Details were posted on the website. Caryn will be the new chair of this committee.

## **7. General Business Discussion**

**a. Villas Long Range Financial Plan** – Ms. Nason noted that once the total estimate comes in for HOA 1, the Board will discuss long range financial plans. The cost is expected to be about \$7,000.

Ms. Nason also noted that bids are in progress for irrigation replacement. This project would be paid for from the reserve account. A homeowner noted that the old lines should be removed, as well.

**Mission Management will have the removal of old irrigation included on the bids.**

## **9. Adjournment at 9:59 AM**

**A motion was made and seconded to adjourn the Annual Meeting at 9:59 AM. The motion passed unanimously.**