

SADDLEBROOKE VILLAS ASSOCIATION NO. 20 INC.

BOARD OF DIRECTORS MEETING

Tuesday, May 7, 2024

10:00 a.m.

SaddleBrooke One Activity Center

MINUTES

BOARD MEMBERS PRESENT:

Bill Nagy – President; Dick Robertson – Vice President; Sally Mejia-Wickramaratne – Treasurer
Hendrick Van Zuylen – Secretary; Kevin Knowles - Director

MANAGEMENT PRESENT: Christine Nason

HOMEOWNERS PRESENT: 3

- **CALL TO ORDER**
Mr. Nagy called the Board Meeting to order at 10:00 AM.
- **REVIEW AND APPROVAL OF MINUTES:**
 - a. **Open Board Meeting – August 31, 2023**
 - b. **Annual & Organizational – February 27, 2024**
A motion was made by Mr. Van Zuylen and seconded by Mr. Knowles to approve the August 31, 2023 Board Meeting minutes and the February 27, 2024 Annual and Organizational Meeting minutes, as presented. Motion carried unanimously.
- **PRESIDENTS REPORT – Bill Nagy**
Mr. Nagy noted that Vivian Timian was going to provide an update on the landscape and lighting project but was not present. He noted that the project appears to be about 99% done and looks great. Saddlebrook Villas's share of the project will be about \$7,000.
Mr. Nagy thanked Hendrick for taking over the Landscape Committee Chair position. He also thanked Kevin for taking over the ALC Chair position.
- **TREASURERS REPORT – Sally Wickramaratne-Mejia**
Ms. Wickramaratne-Mejia noted that she received the financials, and everything looks good. The Association continues to build the reserve account. Mr. Nagy asked about the \$50,000 CD that matures in August.
Mission Management will send new rates and term options for the \$50,000 CD to the Board prior to the maturity date.
- **MANAGEMENT REPORT – CHRISTINE NASON**
 - Financial Statements for the month of March 2024 were sent to the Treasurer and a condensed package has been attached for review. The Operating account has \$38,572 and the Reserves/CDs are at \$206,259 for a total of \$244,831. Currently, the HOA is over budget by \$3,604 only due to the insurance expense as it was fully budgeted for September.
 - There is currently one delinquent account.

- Santa Rita Landscaping - we met with them in late February; and again, on April 9th to go through the service process and rejuvenation of the plants. The Board agreed to rejuvenate the Oleanders for this year and will plan on the Texas Rangers next year. Examples of the rejuvenation process were sent via e-blast and copies are available for anyone who would like a hard copy as well as the map for the landscaping service.
- Three trees were approved via Action in Lieu of Meeting for removal: one was breaking the wall in the West parking lot, one was growing into a Saguaro at the East parking lot, and the other was at the entrance of the South parking lot causing the concrete to lift. All three have been removed.
- We had a couple of roof repairs due to leaks and a partial collapse in a garage.
- Master Insurance Policy – update information on the Sewer line was received and in the packet for the Board. This has also been added to the portal.
- **COMMITTEE REPORTS**
 - a. **ALC – Kevin Knowles** – Nothing to report.
Mission Management will follow up with Mr. Tuxbury to get the historical records for the ALC.
 - b. **DOCUMENT/RULES – Dick Robertson** – Nothing to report.
 - c. **LANDSCAPE – Hendrick Van Zuylen & Mgmt.** – Mr. Zuylen reported that he has been working with the landscapers to set the irrigation schedule and repair as needed. He noted that Santa Rita Landscaping did a good job with this project considering the age of the system. Homeowners with specific landscape requests should contact Mission Management.
 - d. **MAINTENANCE – Mgmt.** – Ms. Nason reported that one home that is currently under contract has some golf ball holes in the back. She contacted the painters and is following up on this. She also noted that it is extremely difficult to reach the roofers. She is looking for a new roofer to replace cracked roof tiles which are not covered by their warranty.
Mission Management will confirm the date that the roofing warranty expires.
Mission Management will keep trying to reach the roofer and schedule an inspection this summer.
 - e. **NEIGHBORHOOD WATCH** – Nothing to report.
 - f. **SOCIAL – Carin Nersesian** – Nothing to report.
 - g. **TERMITE/PESTS – Mgmt.** – The renewal proposal will be discussed during New Business.
 - h. **UNIT REP – Jan Deschamp** – A report was sent via email.
 - i. **WEBMASTER – SaddleBrooke One** – Nothing to report.
- **NEW BUSINESS**
 - A. **LANDSCAPERS** – Tabled to mid-November.
 - B. **LANDSCAPE IRRIGATION** – The Board reviewed three proposals which include removal of all old systems and installing a new system. Ms. Nason noted that the Board should wait to schedule this in the fall when the CD matures. Discussion ensued. Tabled to November.
Mission Management will try to get another proposal for irrigation removal and replacement.
 - C. **TERMITE RENEWAL** – The Board renewed the renewal proposal.
A motion was made by Mr. Van Zuylen and seconded by Ms. Mejia-Wickramaratne to approve the renewal proposal in the amount of \$6,798. Motion carried unanimously.
 - D. **BOARD MEETING FREQUENCY** – The Board agreed to continue to meet quarterly or

as needed.

- E. **SOLAR LIGHTS FOR EAST PARKING AREA** – The Board reviewed an option for solar lighting for the East parking area and island.

A motion was made by Ms. Mejia-Wickramaratne and seconded by Mr. Van Zuylen to approve two sets of solar lights at a total cost of \$100 plus tax. Motion carried unanimously.

NEXT MEETING – Thursday, TBD at 10:00 AM in the Activity Center

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

- A homeowner noted that he may have termites. Ms. Nason agreed to send the homeowner a copy of his last treatment report.
- A homeowner asked if the landscapers could refrain from trimming vegetation in his backyard for privacy. Ms. Nason noted that the homeowner can request this when the trimming starts in the fall.
- A homeowner suggested hiring a landscape architect.

Mission Management will look into prices for a landscape architect.

- **ADJOURNMENT**

With no further business to discuss, a motion was made by Mr. Knowles and seconded by Mr. Van Zuylen to adjourn the meeting at 11:04 am.