

# SADDLE CREEK

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## BOARD of DIRECTOR'S MEETING MINUTES

October 17th, 2023 @ 6PM

1. **Call to Order – President**
2. **Roll Call/Establishment of Quorum (2/3):** Quorum of the Board was established with four of the five Board members present. Chuck Gilman presided. John Pappas was absent during roll call. John joined the Board of Directors meeting during Team updates.
3. **Review / Approve Previous Meeting Minutes:** The Board voted and approved the July minutes via email on July 23, 2023. It was noted that the minutes are posted on Beal Properties Saddle Creek HOA webpage and the community Saddle Creek webpage for viewing.
4. **Financial Report – Treasurer:** The HOA started the quarter with \$42,900.61, ending Sept 30<sup>th</sup> with \$22,757.75 in cash on hand. This is the remaining balance to get through the rest of the calendar year. The HOA is fully caught up on the annual assessment as well as the special assessment. The ending balance will pay for stump grinding and masonry work on the front monument. The HOA transferred monies to the reserve account at the beginning of the calendar year. Any balance remaining will be transferred into the reserve account at the end of the calendar year. The money collected for the special assessment has all been spent on projects for which they were intended for. Projects came in on budget.
5. **Management Reports – Beal Properties:** We have 228 lots in Saddle Creek. That is a change from the previous 227 lots. A lot was identified as not Platted. There are no current delinquencies for homeowner annual or special assessments. Outstanding miscellaneous charges and certified mail charges will be incorporated in the statements for the homeowner's 2024 annual assessment. Most recent violations report was handed out. The last neighborhood drive was done on Oct 10<sup>th</sup>. A few violations and follow-ups were all that was noted. The BOD is to discuss action after the third homeowner violation.
6. **Team Reports**

**Improvement Team** – The BOD for much of the calendar year has functioned as the Improvement Team. The BOD continues to identify, manage and complete improvement projects. The BOD continues to look for volunteers to staff the Improvement Team. The project to remove and install a new backstop has been completed. Railing at pavilion has been removed, a new rail has been installed and painted. The project to replace the gutters is completed. The staining of the fencing of the woodwork and fencing is nearly complete.

**Architectural Control Committee** – As of 17 October 2023, the ACC has received 28 submissions through the Beal Portal from homeowners during 2023. Of these, 12 have been submitted since 30 June 2023. Categories of submissions YTD include: new homes (1); new addition to existing home (1); outbuildings/sheds (2); pools (6); fencing (7); driveway changes (1); landscaping (1); re-roof/repaint (2); miscellaneous structures (2); water well (1); and requests for a variance for existing structures (3). The ACC currently has no pending project requests in the queue through the Beal Portal.

All improvement project requests submitted have been evaluated and owners notified of approval or denial. It should be noted that the HOA continues to experience occasional difficulty in getting Saddle Creek homeowners to submit their project requests to the ACC through the Beal portal. This is primarily in the categories of re-roofing/repainting; fencing; and landscaping. However, we also experienced a surprising number of pools where construction was started before a project request was submitted.

John Campbell has made a request to be replaced on the ACC after serving for 4 years.

**Events Team** – Dwayne Cordray gave an update for the Events Team. The Events Team is still actively seeking volunteers. Dwayne has spoken with several homeowners who are willing to serve, however, do not wish to take the lead. The BOD continues to look for volunteers to staff the Events Team.

**Pool/Pavilion Team** – Ed Young spoke for the Pool/Pavilion Team. Pool Team members visit the pavilion every weekend, clean up the area. The Pool team communicates with the existing pool company regarding chemicals. Ed stated that twice he had encountered people climbing the fence and entering the pool area.

**Outreach Team** – Melissa Berquist spoke for the Outreach Team. Saddle Creek has two new homeowners, one on Branding Iron and one on Canvasback Cove. Their information has been shared with the Outreach Team for communication. Branding Iron is currently a vacant lot. Owners are in the process of developing the lot.

## 7. **Unfinished Business**

**Projects** – CCR Revision Committee. John Papas stated that the committee has met twice and feels that there are not enough volunteers. Four members make up the CCR Revision Committee to include John. Some of the administrative details are being addressed. A charter for the committee was a final list of amendments by October 1, 2023, that deadline was not met. Legal requirements of the CCRs can be changed without a vote. Beal Properties has agreed to go through the CCRs and address the legal changes that need to be made and don't require a vote. Chuck made the recommendation of April 1, 2024, to receive recommendations for consideration by the Board to propose revisions to the Saddle Creek CCR in the absence of output from the Committee.

8. **New Business** 2024 Budget review and vote. The proposed budget for 2024 is \$91,200 collected in terms of dues income, and a total income of \$92,900. Some budget line items were increased to account for price increases and/or inflation. Beal has notified the BOD that their property management fees will be going up \$600/month. An increase to landscaping, electricity, and water budget have been added. A new line-item expense for 2024 is a dedicated Capital Improvements fund in the amount of \$12,000. Last year's capital improvements were funded mostly through a special assessment. A slight decrease in transfer of funds to the reserve account for 2024.

Ed Young made a motion to approve the budget as is. Dwayne seconded that motion. BOD unanimously approved 5-0.

Hearing to consider a variance request – 18042 Saddle Creek Dr. The BOD did receive a request for a variance. The homeowner submitted a project request through the Beal Portal requesting a variance for two existing structures on the property and for the use of one of those structures. As part of this project request, the homeowner completed a survey and that survey showed both of those structures are over the setback line. It is worth noting that the structures were built by the developer, and it's assumed that the project went to the architectural controls committee that was made-up of the developer and his legal counsel for approval prior to construction. It is also assumed that some

review was conducted, and approval was granted but a variance was not documented, recorded, or filed. The intended use for one of those structures was the storage of a motorhome. A variance was approved for both structures being within the setback. The variance allowing motorhome storage in the structure built for that purpose was not approved by the ACC.

Melissa Berquist motioned to allow a motorhome to be parked in that 20' x 55' covered area on the lot at 18042 Saddle Creek Drive with stipulations. The stipulations proposed: it must always be backed into the covered area and can't be stored anywhere else that's visible from the street; it must always be in working condition; it must be clean visually appealing and not allowed to sit, no faded or cracked paint, broken windows or other visible damage; registration must be kept up to date; and the structure itself may not be altered or used to store any other type of otherwise non-compliant vehicle or equipment. There was no second to Melissa's motion on the variance, so the motion died.

John Pappas motioned to table the vote to consider the stipulations. Beal confirmed that the Board could consider or discuss the stipulations. John Pappas revised his motion to allow the BOD one week to consider the stipulations before the Board votes. Dwayne Cordray seconded. The motion passed 5-0. communication will be done by email.

9. **Adjourn** – Chuck declared the meeting adjourned.