

DECEMBER 2023



VILLAS VOICE

NEIGHBORHOOD NEWS

After spending significant time and energy, including discussions with many homeowners, your Board made a decision to replace our community management firm, Cadden Management, with FirstService Residential. The transition took place as of August 1.

One of the significant factors in this decision was volunteerism. Historically we have been quite fortunate to have many volunteers over the years to help manage our Association. These volunteers have enabled our Association to maintain our villas and control costs. While we had a professional management company to perform a number of functions, the majority of the management of the day to day operations has been done by volunteers. The Board and all committee members are non-paid volunteers. Unfortunately, the level of volunteers has been declining over the last number of years. With this decline, the Association will rely more on our community management company. The Board felt FirstService was in a better position to assist with hands on management.

We still welcome volunteers and have numerous opportunities for your help. If you have interest, or experience, in any of these areas, we will be pleased to utilize your talents. Please let any Director know if you are interested.

- Landscaping
- Paint & Exterior
- Communications
- Pest Control
- Nominating and Elections
- Finance
- Association Support

Volunteering is also a great way to meet fellow homeowners.

Thanks to all of you who have helped over the years and to those who help going forward.

BOARD COMMENTS

FIRSTSERVICE RESIDENTIAL (FSR)

FSR is a nationwide firm with a strong presence in Arizona, having multiple offices including Tucson. We are serviced through the Tucson office, located across from the Foothills Mall on LaCholla. Due to its size, FSR has significant support for us and the Tucson office. We have already experienced assistance with placing our investment funds and receiving better rates than we would have otherwise obtained. There is also a 24/7 help center available to homeowners. Contact information for FSR can be found later in this newsletter.

Homeowners are encouraged to use the Villas' Connect website hosted by FSR using this address, <https://saddlebrookevillas.connectresident.com/>

You are also encouraged to allow your contact information to be viewable by other homeowners on this site.

This website has significant information about our Association and is the location where **all** Work Requests should be placed. This now includes Work Requests related to pest control issues. This site can also be used to review your dues payment status.

How to signup for your account can be found later in this newsletter.

For many years we have had a Villas' website, sbvillas2.com. We continue to offer this site as an informational site. There are no capabilities to submit Work Requests or look up your payment information on this site.

ROOF UNDERLAYMENT REPLACEMENT PROJECT

2024 will be the third year of the roof underlayment project with 32 villas scheduled for replacement. Funds for this project are paid through Reserve Funds which have accumulated over the years. This is the largest single project by your Association.

Thanks to those who have participated in making this a very successful project.

TELEPHONE CALLS

Work requests, information regarding dues, and other questions about the Villas should be directed to our Property Management company, FirstService Residential. Contact information can be found later in this publication.

If you call one of the committee members or Directors and don't receive an answer, please leave a message. With all the scam callers and other unwanted calls, most people do not answer their phones if they don't recognize the caller's name or number.

BOARD COMMENTS

IRRIGATION REPLACEMENT

Currently we are utilizing a maintain and fix in place process for our irrigation systems. There are two reasons for this approach: 1) Bids we received in 2022/2023 were double to triple previous work done; 2) A professional review of our plantings is being considered for 2024. Recommendations from this review will impact irrigation requirements.

VILLAS ELECTIONS

There will be three Board seats subject to election in March 2024. The Nominating and Elections Committee, chaired by Kathy Schoenwetter, will be actively working to obtain candidates for the posts. Please watch for information from the Committee and consider volunteering.

BOARD OF DIRECTOR MEETINGS

While the Board Meetings are intended as a time for the Board to formally take actions, the meeting is open to all Association homeowners. There is a time for homeowners to express their questions or concerns. You are all invited to attend.

BOARD RESIGNATION

Earlier this year, Jerry Hollingsworth resigned from the Board. Jerry and Donna are moving back to Missouri. We wish them well and thank Jerry for his years of service. Jerry's Board position will be filled during the 2024 Board elections.

LANDSCAPING

The Board is considering options regarding landscaping. The number of plantings, the growth of the plantings and the water and maintenance required continues to be the single largest operating cost.

We are exploring the hiring of a professional landscape person(s) to give advice as to the reduction of plants, type of plants to use going forward, which plants are problematic regarding water usage, which plants provide places for pack rats to nest, or non native invasive.

HOLIDAYS

We wish all of you a happy and safe holiday season. If you are traveling we hope you have enjoyable travels.

Your Board of Directors

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2024 BOARD OF DIRECTORS ELECTION

There are three Director positions subject to election in 2024. The Board is made up of five Directors, all of whom need to be homeowners. Directors are volunteers; there is no remuneration for serving as a Director. The challenge to serving as a Director is to put yourself in a fiduciary position, where you represent the best interest of the Association, not just a single interest.

Being a Director does take a time commitment, which can be busy at certain times of the year, but not overwhelming. Serving can be very rewarding, with the majority of interaction with other homeowners a very uplifting experience.

As a Director you may hold an officer position and will act as a liaison with various committees.

The Board responsibilities are to oversee the functions of the Association, be fiscally prudent, set long term direction, set policies and interact with our contracted community management company.

When you are contacted please consider serving your Association.

NOMINATING & ELECTIONS COMMITTEE

BECOME A VILLAS BOARD CANDIDATE

As we enter the holiday season, the Nominating and Elections Committee is beginning its search for candidates for the Villas Board of Directors. This year 3 of the 5 Board positions will become vacant as their 2-year terms expire. In addition to sending email messages, the Committee will attempt to contact every Villa owner by phone in order to find candidates for the open Board positions.

The Committee is seeking to identify willing candidates before the end of December and will then submit the candidate names, with supporting documentation, to the Board during the first part of January. A "Meet the Candidates" event will be held in February, followed by the election in March.

The new Board members will assume their roles at the March 27 Board meeting.

Astute governance is a critical function of the Villas Board. If you would like to explore the possibility of becoming a candidate for the Board, please contact Kathy Schoenwetter, Chair - Nominating & Elections Committee (k.schoenwetter@comcast.net).

2024 BUDGET

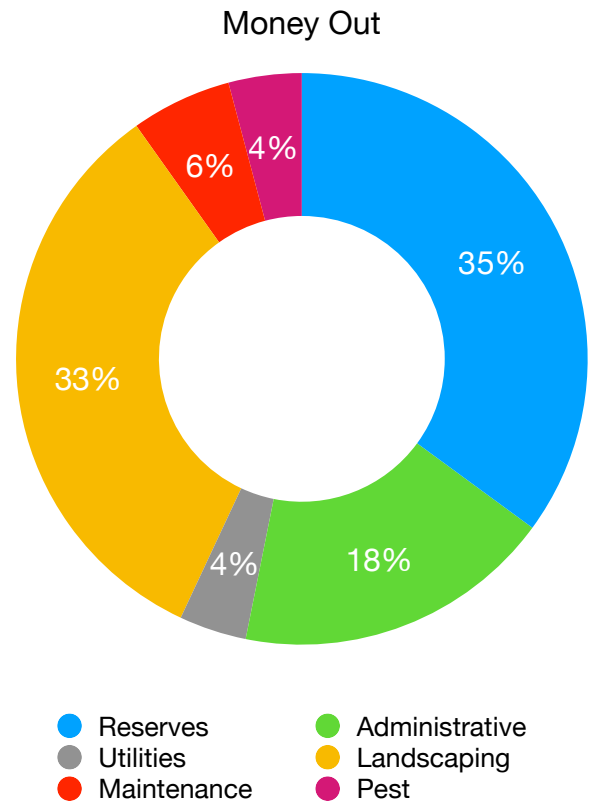
The 2024 Budget was approved at the October Board meeting. The Budget included a dues increase of \$20 per month effective January 1, 2024. Monthly dues will be \$250. The increase is all allocated to the Operating Expenses.

2024 Budget (With Reserve Allocation)

Money In	
Assessment/Other Income	\$641,400
Total income	\$641,400

Money Out	
Reserves	\$230,040
Administrative	\$118,687
Utilities	\$25,020
Landscaping	\$217,846
Maintenance	\$37,350
Pest	\$27,148
Total expenses	\$656,091

Money Left Over	
Income minus expenses	-\$14,691

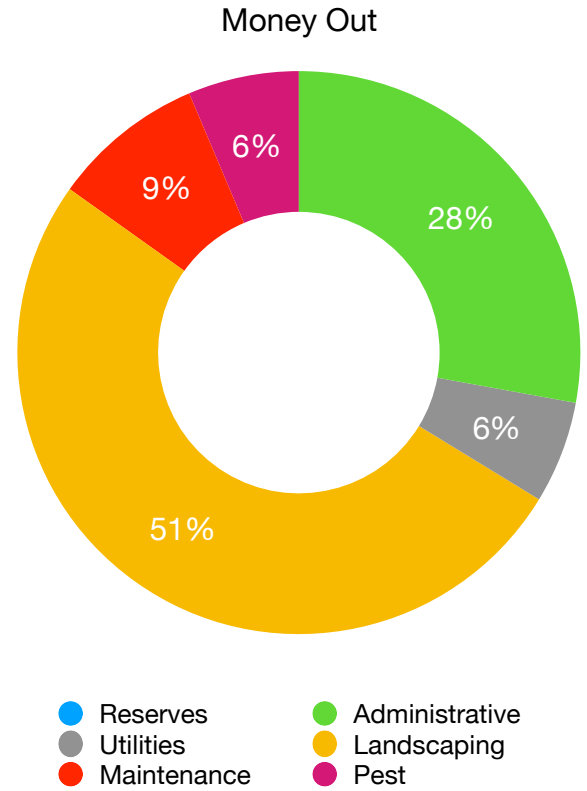


2024 Budget (Operating Funds)

Money In	
Assessment/Other Income (Less Reserve)	\$411,360
Total income	\$411,360

Money Out	
Reserves	\$0
Administrative	\$118,687
Utilities	\$25,020
Landscaping	\$217,846
Maintenance	\$37,350
Pest	\$27,148
Total expenses	\$426,051

Money Left Over	
Income minus expenses	-\$14,691



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ADMINISTRATIVE EXPENSES

Items included are: Insurance, Management Fees, Legal, Taxes, Audit, Website, Supplies, misc.

MAINTENANCE EXPENSES

Items included are: Roof Inspections/Repairs, Concrete Replace/Repair, Paint Repair, and general maintenance of exterior surfaces.

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REMINDERS

Satellite dishes require a Villas permit prior to installation. Installation is limited to certain areas in the yard or on the villas. **No** installation is allowed on rooftops. Based on HOA 2 and Villas' guidelines dishes are **required** to be painted (at homeowners expense). If your are planning a dish installation please look at the information article included in this issue to obtain a permit. If you installed a dish without a permit, please obtain a permit. A dish installed without a permit may require removal and reinstall. The cost to remove, reinstall or repair any damage done to a villa will be the homeowners responsibility.

The U.S. Postal Service has regulations regarding street access mailboxes. In addition, both HOA 2 and the Villas' Association have standards relating to the mailboxes, information tubes, and stands the boxes and tubes are located on. Homeowners are responsible for maintaining their mailboxes and stands. Please inspect your mailbox to see if it is up to the standards.

Do not put your garbage or recycling bins on the street the night before pickup. There have been a number of recent incidents where the javelinas have knocked the bins over and strewn the contents over the road. Waste Management will not pickup the spillage, it is the homeowners responsibility to cleanup the mess. Garbage/waste is picked up on Tuesdays. Recycling is picked up on Fridays. These services are **not** provided by either HOA2 or the Villas Association. These are homeowner responsibilities. Most homeowners use Waste Management for these services.

HOA 2 has regulations regarding open garage doors. Following the regulations is recommended, not just because it is a regulation, but is also a safety issue. An open door is an invitation to pack rats, snakes and other creatures to take up residence. Be on the safe side, close your door when being open is not needed.

Snow must be removed from your sidewalks within 24 hours after snowfall. (Just a reminder for the snowbirds so they are even happier to be in Saddlebrooke!)

Both HOA 2 and the Villas 35/35A have rules and guidelines regarding what you can and can't do related to your property. Please make yourself familiar with the rules and guidelines. YOU are responsible for any actions taken. The Villas' rules and guidelines may be found on the Villas' website. sbvillas2.com

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REMINDERS

The HOA2 Patrol reminds us to be on the lookout for packages scheduled to be delivered to our homes. In addition, they have suggested using mailboxes at the Administrative office and the Desert View complex for outgoing mail rather than using your own box with the red flag up. While there is limited theft in Saddlebrooke, the holiday season does seem to attract unwanted events. Also, there is a USPS Contract Station in the Convenience Center on Saddlebrooke Blvd. which can help you with your postal needs.

PLANT REMOVAL

We are trying to reduce the number of plants in order to reduce costs related to maintenance and water usage. If you have plants you think could be removed please submit a work order through FirstService. The Landscaping Committee will review your request.

INSURANCE

The Villas' insurance coverage has been renewed for 2023-2024 with some changes.

- The aggregate coverage for property coverage has been increased to \$50.6 million, with a replacement cost clause.
- The aggregate coverage from earthquake insurance has been capped at \$25 million.

The Certificate of insurance can be found on the Villas' website (sbvillas2.com) under Homeowner Documents, Insurance. The coverage document below is also available on the website. Suggest you take a copy of both when discussing your insurance coverage with your agent.

There are deductibles which you should discuss with your insurance agent for coverage, as well as coverage for those things not covered by the Villas' policy.



Saddlebrooke Villas Association Nos. 35, 35A, Inc.

Your Association is insured through LaBarre/Oksnee Insurance

The Association maintains a master insurance policy to insure the buildings and is for **BARE WALLS** only per the association's CC&R'S. An example of the Perils you are insured for are; wind, hail, lightening, fire, vandalism, malicious mischief, explosion, earthquake, and sudden and accidental water damage. There are certain **exclusions such as finished flooring, wall coverings, fixtures and cabinets, your personal property, standard maintenance items, theft inside of your unit, insect or animal damage, satellite dishes, patio enclosures, service lines, settling or cracking of foundations, items damaged by normal wear and tear or pest (vermin) damage and subsidence.** The Association policy carries a Property Deductible of \$5,000 for all perils EXCEPT earthquake which has a separate 5% deductible, and depending on the circumstances of the loss, could be your responsibility as the homeowner.

What Insurance Coverage does a Unit Owner Need?

- **Personal Property** coverage WITH replacement cost covering your personal belongings as the master association policy does not cover for Unit Owner's personal property.
- **Building Additions and Alterations** can be covered on your personal policy when the association's policy does not pick up coverage for Betterments and Improvements. Improvements or Upgrades to your Unit should be covered by you as an owner to cover any gaps in coverage in the event of loss. **Please be sure to inform your personal insurance agent that the HOA policy excludes coverage for finished flooring, wall coverings, fixtures and cabinets.** Also, please be sure to notify your personal insurance agent that this association carries a \$5,000 Property Deductible and a 5% Earthquake deductible so that you are covered in the event you are responsible for that Deductible or loss sustained within your Unit that is less than the Deductible.
- **Loss of Use** will pay the unit owners living expense while the unit is not inhabitable due to an insured loss. If your condo is rented out, this coverage will be replaced with Loss of Rents coverage.
- **Loss Assessment** will pay the owners share of a special assessment levied due to an insured loss exceeding the associations master policy limits.

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- **Personal Liability** pays for bodily injuries to other people or damage to their property if you are liable resulting from unintentional acts committed by qualified family members including sporting activities and acts of your pets.

Need to file a claim?

- If you have a claim notify your HOA management company or the board of directors as well as your own personal insurance carrier. Claims that involve your personal property, furniture, and interior finishes must be placed with your homeowners insurance carrier. Claim payments for this policy are issued to the HOA/board of directors as insurance trustee.

Need a certificate of insurance?

- Send your request to proof@hoa-insurance.com or call 800-698-0711

Be sure to review this with your personal insurance agent today or call our Personal Lines Expert, **Tina Terrell**, direct at **949-215-9803** or **(800) 698-0711 Ext. 203**. Thank you!

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NOMINATING AND ELECTIONS COMMITTEE

Our Villas are a great place to live, and the success of the community is because of the many wonderful volunteers we have working on our behalf. Because of this, it is important that each of us consider helping out in some manner.

Serving on the Nominating and Elections Committee (NEC) provides just such an opportunity! The role of the committee is to coordinate the election process and most importantly to encourage homeowners who have both the interest and the necessary skills to run for a position on the Villas Board of Directors. The committee is active from late October through the Villas Board Annual Meeting in March.

If you would be willing to join us in this effort or would like more information regarding the commitment, please contact me by email or phone.

Kathy Schoenwetter, NEC Chair

k.schoenwetter@comcast.net, 847-724-3831

Pest Control Issues

Your Association provides limited termite treatment, bee/wasp treatment, and pack rat treatment. Treatment services are contracted through **Northwest Exterminating**.

If you are experiencing a pest issue, please submit a Work Request through the Villas / FirstService website (<https://saddlebrookevillas.connectresident.com/>)

THIS IS A CHANGE FROM PREVIOUS INSTRUCTIONS.

While the Association provides for pest treatment, the Association is not responsible for any damage caused by the pests or physical removal of bee hives, damaged insulation, chewed wires, structural damage, etc.

Paint & Exterior Maintenance Committee

Exterior Painting

2024 is the final year of the seven-year villas exterior painting cycle which began in 2018. A list of the villas to be painted can be found on the Villas website. Homeowners will receive an email notice with instructions for their responsibilities and the approximate date for the work on their villas.

2021 was the first year of the four color schemes. There are 103 villas with the original paint colors and 111 with the new color schemes. The next seven-year cycle will begin in 2028. During the three-year hiatus, the concrete block walls that surround units 35 and 35A will be painted along with all of the interior walls.

Roof Underlayment Replacement

2024 is the third year for roof underlayment replacement project. The list of the 32 lots (16 buildings) included can be found on the Villas website. Instructions for the homeowner will be emailed to them soon along with the approximate date for the work. During the replacement process, new pest protection will be added by the roofer in an effort to discourage infestation.

Annual Roof Inspections

Every year half of the Villa's roofs are inspected, and any repair work done. The list for 2024 is posted on the Villas website. These inspections have prolonged the life of our roofs. The work will be done in January, weather permitting.

Annual Villa Inspection by the Maintenance Committee

Every year the Maintenance Committee does a walk-around inspection of the exterior of all the villas. The purpose is to find any repair work that is needed. This inspection will take place some time in February. It normally is done in November, but the coordinator had her knees replaced and will not return to the villas until late January.

Work Requests

Our new management company, FirstService Residential (FSR), receives Work Requests from homeowners and works with the appropriate contractor to complete approved work. Homeowners should use their account through the Villas/FSR website to submit a Work Request (<https://saddlebrookevillas.connectresident.com/>). Alternately you can email or call with a request for work to FirstService Residential. FSR contact information can be found later in this newsletter. The Maintenance Committee may be asked to review requests.

Please remember that you must put in a Work Request with FirstService for any exterior work to your Villa. This is how we keep account of all the work that is done on your Villa and how our budget is expensed.

The 2024 Paint and Roofing lists are shown below.

Sue Ryan, Committee Chair

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2024 - Final year of Current Villas Painting Cycle

Unit 35; Total of 13 buildings, 26 lots, (2) = two-story villa

<u>Lot #</u>	<u>Address</u>	<u>Villa Model</u>	<u>Patio Roof</u>
21	39049 S Casual	Naples	yes
22	39061 S Casual	Portofino	yes
23	63530 E Vacation	Verona	no
24(2)	63572 E Vacation	St Tropez	yes
25	63584 E Vacation	Verona	no
26(2)	63596 E Vacation	St Tropez	yes
30	63656 E Vacation	Monaco	no
31	63668 E Vacation	Riviera	yes
32	63680 E Vacation	Naples	yes
33	63692 E Vacation	Naples	yes
51	63662 Haven Ln	Naples	yes
52	63674 Haven Ln	Naples	yes
53	63686 Haven Ln	Portofino	yes
54	63698 Haven Ln	Naples	yes
55	63710 Haven Ln	Verona	no
56	63722 Haven Ln	Verona	no
68	38940 Carefree Dr	Monaco	no
69	38928 Carefree Dr	Riviera	no
72	38892 Carefree Dr	Riviera	no
73	38880 Carefree Dr	Monaco	no
123	63753 E Vacation	Naples	yes
124	63741 E Vacation	Naples	yes
125	63729 E Vacation	Naples	yes
126	63717 E Vacation	Portofino	yes
127	63705 E Vacation	Verona	no
128	63693 E Vacation	Verona	no

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2024 SB2 Villas Roof Underlayment Replacement Schedule

Total Bldgs 16; 32 lots; (2) = 2 two-story villa; (S) = stand alone villa

Unit 35

<u>Lot #</u>	<u>Address</u>	<u>Villa Model</u>
1	38809 S Casual	Capri
2	38821 S Casual	San Remo
3	38833 S Casual	Capri
4	38845 S Casual	San Remo
5	38857 S Casual	Portofino
6	38869 S Casual	Naples
7	38881 S Casual	Naples
8	38893 S Casual	Portofino
9	38905 S Casual	Naples
10	38917 S Casual	Portofino
11	38929 S Casual	Naples
12	38941 S Casual	Portofino
13	38953 S Casual	Portofino
14	38965 S Casual	Naples
15	38977 S Casual	Portofino
16	38989 S Casual	Naples
65	63675 E Hideaway	St Tropez (2)
66	63663 E Hideaway	Verona
67	38956 Carefree	Naples

Unit 35A

62A	39007 S Serenity	Naples
63A	38993 S Serenity	Portofino
64A	38981 S Serenity	Portofino
65A	38967 S Serenity	Naples
66A	38919 S Serenity	Naples (S)
67A	38881 S Serenity	Portofino
68A	38873 S Serenity	Naples
69A	38869 S Serenity	Capri
70A	38855 S Serenity	San Remo
71A	63519 E Holiday	Verona
72A	63531 E Holiday	St Tropez (2)

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SOCIAL COMMITTEE

As we near the end of the year, we wish you all a very Happy New Year. Our September event, sloppy joes with accompaniments, was held on the HOA1 tennis patio on 9/2 (celebrating Labor Day). There were 37 attendees; winners of the raffle were: Jim Fleming, Genie Reardon and Deb Kresnicka. A beautiful breeze came up just in time.

On Saturday, 10/14 Phoebe Bax took several residents for fine dining to the Wild Garlic for lunch – all involved were duly impressed.

The ladies' luncheon held in October at The Brooke was attended by 22 – we were in the East Room and all were very impressed with the efficiency of our waitstaff and the menu.

Our annual Holiday Brunch is scheduled for December 10 at 10:00 a.m., at the HOA1 Activity Center.

In the near future, we have scheduled the HOA1 Activity Center for a winter comfort food buffet on January 30 at 5:00 p.m.

**Every Wednesday,
the Villas Happy Hour is at the**



**Start time is 4:30 pm, but plan to arrive earlier
to avoid any last minute seating confusion!**

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Please see the contact list for FirstService Residential, our Property Management firm. Please direct questions to the contacts shown for most issues. Calling a Director may slow down any action on your question/issue.

Board of Directors

Russ Soderberg, President:

414-940-0040

soderberg076@aol.com

Greg Morgan, Treasurer:

408-483-2309

gregmorgangm@hotmail.com

Allan Cunningham, Secretary:

303-358-0624

alc.hoa2villas@gmail.com

John Ryan, Director:

708-917-3579

roadstarjohn2@gmail.com

2024 BOARD MEETING DATES

WEDNESDAY, JANUARY 24, 2024

CATALINA ROOM

WEDNESDAY FEBRUARY 28, 2024 (MEET THE CANDIDATES. NO BOARD MEETING)

CATALINA ROOM

WEDNESDAY, MARCH 27, 2024 (ANNUAL AND BOARD MEETINGS)

CATALINA ROOM

WEDNESDAY, APRIL 24, 2024

CATALINA ROOM

FirstService Management

FirstService Residential Tucson Office

7616 N La Cholla Blvd

Tucson, AZ 85741

Phone: (520) 219-4520 Fax: (520) 219-4711

Website: <https://SaddleBrookeVillas.connectresident.com>

Office Hours: Monday - Friday 8:00am to 5:00pm

Dawn Lee, Community Manager

Direct Line (520) 200-6007

Email: Dawn.Lee@fsresidential.com

Barbara Rico, Assistant Community Manager

Direct Line (520) 200-6005

Email: Barbara.Rico@fsresidential.com

Mary Rivera, Assistant Community Manager

Direct Line (520) 200-6006

Email: Mary.Rivera@fsresidential.com

FirstService Residential Account Resources

Account Billing Inquiries

Email: ARsupport.AZ@fsresidential.com

Address Changes

Email: AddressChanges.AZ@fsresidential.com

Sign Up for eStatements

Website: estatements.welcomelink.com/Arizona

Sign Up to Pay Assessments Online with ClickPay

Website: login.clickpay.com/firstservice

Work Requests should be submitted using the Villas/FSR Connect website.(<https://saddlebrookevillas.connectresident.com/>) If you are unable to use this site, alternatives are shown below.

1. Call the FirstService 24/7 Customer Care Center at (855) 333-5149. They can generate a work order request on your account for you.
2. Call or email Barbara Rico or Mary Rivera, and either of them can generate a work order request on your account for you.



Welcome to your Connect Resident Portal


SaddlebrookeVillas.ConnectResident.com

Is being Connected important to you? Of course, it is! That is why FirstService Residential provides the [Connect Resident Portal](#) (community website) to meet your unique needs. The portal is available in both web-based and mobile applications. To download the app, search "Connect Resident" in your app store.

▶ Use the portal to:

- View accounts balance and transaction history
- Pay your assessments
- Access important association forms and documents
- Find answers to association-related questions
- Reserve amenities
- Contact the management team
- Update your communication preferences
- Update contact information
- View community news and events
- Register vehicles, pets, and etc.

▶ Registration for [SaddlebrookeVillas.ConnectResident.com](#)

- 1 Scan the QR code to be directed to the community website. 
- 2 Click the "Login" button in the upper right-hand corner of your community website homepage.
- 3 Select "Create Account" and enter the requested information. A verification code will be sent to your email address. You will need to enter this code and create a password to complete your registration.
- 4 Enter your Account Number (listed on your Welcome Letter) or property address when prompted. If you own multiple units, you only need to register one time. After registering, you may select "Add New Property" within your profile to add the Account Number(s) for your additional unit(s).



▶ Who Can Register?

Owners and Board Members can register using the same account number and/or property address.

▶ My Account Tab Features

- Update communication preferences
- Log, add and edit vehicles
- View violations
- Review your Design Review applications

▶ Communication Tab Features

Contact your management team via phone or message them through the portal's Help section.



Important Satellite Dish Information

Satellite dish installation in the Villas does not follow the same guidelines as in the single family homes. Because the Villas Association covers the cost of most exterior maintenance and repair, installation on the roof is not allowed. Securing the dish on a metal sled is also prohibited.

The Villas Satellite Dish Permit form has been revised. If you are planning to have a dish installed or are changing providers, please contact me and I will email the new form to you.

I will always try to meet the installer at your villa to be sure he plans to follow our rules. If the dish is not installed properly and it has to be changed, the company charges you \$50 or more to move it. We try our best to avoid this.

If you have questions, please contact me at teddy1putt@gmail.com or 825-5746.

Thanks for your cooperation,
Ted Johnson

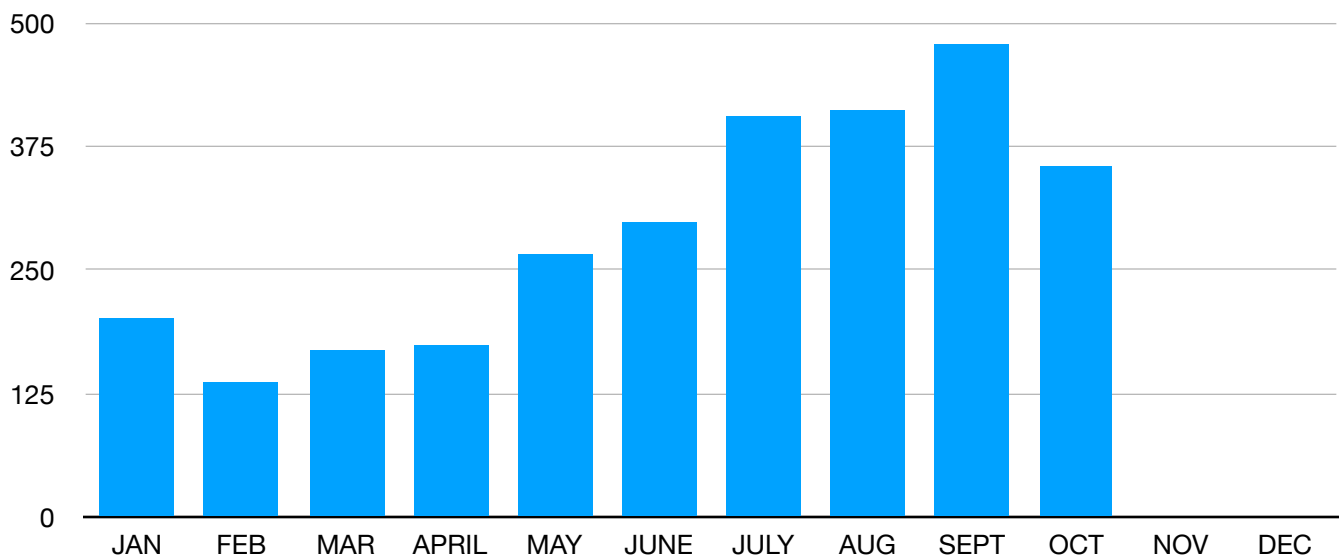
LANDSCAPING WATER USAGE

The charts below reflect the amount of water used for irrigation of the Villas' plants and trees. The long term goal is to reduce the number of plantings, thus reducing water usage.

The monthly reports are based on the month billing is received and are shared with Northwest Landscaping to identify potential issues.

Thanks to Al Legatzke for tracking the water usage for a number of years.

WATER USAGE '000' GALLONS 2023



WATER USAGE '000' GALLONS 2022

