

**Saddle Ridge Property Owners Association
Board Meeting Minutes**

December 11, 2023

Present: Larry Clapp, president, Michael Gass, Dave Glarner, Shannon Lydic, Judy Pearson, Keith Shuster, and Betsy Smith.

Board Meeting convened at 6:05 pm.

Minutes for the September 11, 2023, Board meeting were approved.

Treasurer's Report: Larry Clapp

- The Budget Analysis for November 2023 was approved. (attached)

Architectural Review Committee: Judy Pearson

- The County has been contacted about sending a representative out to inspect the placement of the propane tank on Oakwood.
- No update on the driveway on Hawk Hollow. TN Resources was contacted.
- House plans have been submitted by the Gordon/Shaws (Journeys End) and the Peaks (Grouse Top).
- A fence for has been approved for property on Oakwood.
- The Board discussed adding guidelines for propane tanks, solar panels, and other utilities as well as fences to the *Before You Build or Remodel*.
- Scott Scher is the new member of the ARC.
- The Board discussed barndominiums and suggested that owners submit plans and the ARC will decide on a case-by-case basis.

Communications Committee: Michael Gass

- The *Ridge Rambler* will go out in the next couple weeks.

Environment Committee: Shannon Lydic

- Fall Cleanup was success with 37+ volunteers/55+ hours. Volunteers will be recruited in the spring to adopt the flower beds at the gate/flagpole.
- The mimosa cleanup on Chilhowee went well. In the Spring, Oakwood will get attention.
- The Little Free Library will be a project for 2024.

Equipment Committee: Dave Glarner

- The Kombi has not been found. A new one will be purchased with Firewise funds.
- The ladder in the barn will be added to the checkout list
- See tractor notes under Road Committee.

Events Committee: Beth Koella

- Approximately 45 people attended the Fall cookout—lots of new faces.
- After the first of the year, Beth and Judy will make plans for the annual Ladies' Potluck Dinner.

Road Committee: Keith Shuster

- Leaves have been blown off of all SR roads at least once except Elks Point. Volunteers are needed to remove large branches/logs on Elks Point before mowing.
- The tractor, flail mower, and blower have needed approximately \$1,200 in repairs.
- Keith has 92 hours in mowing/blowing/chipping/maintenance on the equipment for a savings of approximately \$6,000. His work has saved the community money and left money for special projects. His goal is to keep the cost around \$3,000/month. This will help to fund special projects.
- The road committee is going to identify 2 locations for special projects. Lamar has indicated that it would be financially beneficial to do 2 projects at the same time while he has his equipment in SR. Keith will call the road committee together to determine which projects to work on.
- Keith met with the contractor for the Gordon/Shaw property on Journey's End and reviewed a 14-15 item checklist. Work is expected to start soon. (This checklist will be added to the *Before You Build or Remodel* document.)
- At this point, Keith is the tractor operator, and he will do the training.

Old Business

- Judy reported that Hugh Pearson has trained Tom Fenwick on the operation of the gate.
- Bylaws change for Road Impact Fee. After lengthy discussion, the Board voted unanimously to approve the amendment to Article 6 of the Saddle Ridge bylaws. (Sally Whelan voted in absentia.) The amendment is attached.

New Business

- Environmental Impact—new construction. We discussed the driveway on Hawk Hollow and the owner's plans. Betsy will find out what the TN Resource process is.
- Common area (Overlook View). The owner of the property clarified that the pond on Overlook View is not common property. The adjoining property owner is having her property surveyed to determine her property lines.
- Waters End SR property. The deed includes the C&Rs; however, the TN property map does not show the property as part of SR. More research is needed.
- Hidden Oaks zoning. The Special Exception was withdrawn.

The next Board meeting will be Monday, March 11, at 6 pm at Betsy Smith's house.

The meeting adjourned at 9:28 pm.

Betsy Smith, secretary

Saddle Ridge POA
Budget Analysis
5 Months November 30, 2023

	<u>Actual Nov-23</u>	<u>Actual 5 months</u>	<u>F/Y 2024 Budget</u>	<u>Variance Over (Under)</u>
Operating Inflows				
SRPOA Assessments				
Current	\$300	\$86,100	\$ 88,000	(\$1,900)
Other - Road Fees	-	-	-	-
Firewise Award	-	900	-	900
Total Operating Inflows	<u>\$300</u>	<u>\$87,000</u>	<u>\$ 88,000</u>	<u>(\$1,000)</u>
Operating Outflows				
Road Committee				
Road Maintenance	1,356	14,335	47,480	(33,145)
Gate Operations		185	1,000	(815)
Special Projects		-	10,000	(10,000)
Environment Committee				
Garbage Operations	750	3,750	10,000	(6,250)
Lawn Mowing	650	2,275	2,000	275
Special Projects	-	124	500	(376)
Equipment Committee				
Equipment: Fuel and Maintenance	182	4,582	8,000	(3,418)
Purchases	-	-	-	-
Events Committee				
Annual Meeting	-	234	300	(66)
Other Group Activities	-	-	100	(100)
Firewise Expenditures				
	-	-	-	-
Other Non-Committee Outflows				
Legal	250	1,355	3,500	(2,145)
Telephone	147	389	1,320	(931)
Electricity	93	451	1,000	(549)
Accounting	-	116	250	(134)
Miscellaneous	-	461	500	(39)
Insurance	-	-	1,650	(1,650)
Property Taxes	-	293	400	(107)
Total operating outflows	<u>3,427</u>	<u>28,551</u>	<u>88,000</u>	<u>(59,449)</u>
Net Surplus (Deficit)	<u>(\$3,127)</u>	<u>\$58,449</u>	<u>\$0</u>	<u>(58,449)</u>
Certificates of Deposit Interest Income				
Net Change in Cash Holdings	<u>1</u>	<u>3</u>		
	<u>(\$3,126)</u>	<u>\$58,452</u>		
	<u>7/1/23</u>	<u>11/30/23</u>		
Cash	<u>\$28,637</u>	<u>\$87,089</u>		
Certificates of Deposit	<u>\$30,080</u>	<u>\$30,081</u>		
Total Cash Holdings	<u>\$58,717</u>	<u>\$117,170</u>		

This instrument was prepared by:
Melanie E. Davis, Esq.
Kizer & Black Attorneys, PLLC
217 E. Broadway Ave.
Maryville, TN 37804

**AMENDMENT TO BYLAWS OF
SADDLE RIDGE PROPERTY ASSOCIATION, INC.**

Comes now Saddle Ridge Property Owners Association, Inc. (“Association”), by and through Lawrence M. Clapp, its President, and approves this Amendment to the Bylaws of Saddle Ridge Property Owners Association, Inc.

WITNESSETH:

THAT WHEREAS, the Bylaws of Saddle Ridge Property Owners Association, Inc. (“Bylaws”) were adopted by the Saddle Ridge Property Owners Association, Inc. (the “Association”) on June 2, 2006; and

WHEREAS, Tenn. Code Ann. § 48-60-202 provides that a non-profit corporation's board of directors may amend or repeal the corporation's bylaws; and

WHEREFORE, upon a vote of the Association Board, the Board unanimously agreed to amend the Bylaws as follows:

The title of Article Fourteen is hereby amended to be “Assessments and Fees.”

A “Section 2” is hereby added to follow Section 1 in Article Fourteen as follows:

Section 2. *Association Infrastructure Support Fee.* Pursuant to the authority granted by Tenn. Code Ann. § 48-53-102(16), the Association shall levy and collect an Association Infrastructure Support fee (“AISF”) for new construction and/or remodeling on Lots as follows:

- (a) For new construction:
 - (i) The Owner shall submit any house plans to the Architectural Review Committee (“ARC”) for consideration prior to the construction of any home.

- (ii) The ARC shall review the submitted plans. The ARC shall be permitted to return the submitted plans to the Owner with requests for revision. Whether or not revisions are requested, the ARC shall either give a conditional approval or deny the request.
- (iii) When the building permit is received from Blount county, the Owner shall submit the house plans to the ARC for final approval. Any needed changes will be discussed and approved or denied. Final approval by the ARC will not be given until the building permit from the county has been received.
- (iv) Upon final approval by the ARC, the ARC chair will notify the Treasurer who will send out an invoice for the AISF using the fee schedule defined below:
 - 1) For building permits received before July 1, 2024:
 - \$800 - new home construction
 - \$400 - new home construction if driveway access has been paid
 - 2) For building permits received on or after July 1, 2024:
 - \$3,000 - new home construction
 - \$1,500 - new home construction if driveway access has been paid
- (b) For any other construction that requires heavy trucks or equipment including but not limited to driveway access, remodeling, additions to existing homes, or any other construction on the Owner's property:
 - (i) The Owner shall submit any plans to the ARC for consideration prior to the construction of any driveway access, remodeling, additions to existing homes, or any other construction on the Owner's property.
 - (ii) The ARC shall review the submitted plans. The ARC shall be permitted to return the submitted plans to the Owner with requests for revision.
 - 1. If a building permit is required, whether or not revisions are requested, the ARC shall either give a conditional approval or deny the request.
 - 2. When the building permit is received from the county, the Owner shall submit the plans to the ARC for final approval. Any needed

changes will be discussed and approved or denied.

- 3. If a building permit is not required, whether or not revisions are requested, the ARC shall either give final approval or deny the request.
- 4. Upon final approval by the ARC, the ARC chair will notify the Treasurer who will send out an invoice for the AISF using the fee schedule defined below:

For work started before July 1, 2024:
\$400

For work started on or after July 1, 2024: \$1,500

The remainder of the Bylaws stay in full force and effect. By signing below, the duly elected Secretary of the Association certifies that a vote was taken by the Association board members, and that the above amendment was approved by a unanimous vote.

SADDLE RIDGE PROPERTY ASSOCIATION, INC.

BY: Lawrence M. Clapp
LAWRENCE M. CLAPP

ITS: PRESIDENT

STATE OF TENNESSEE)
COUNTY OF Blount)

Before me, a Notary Public in and for said County, personally appeared Lawrence M. Clapp with whom I am personally acquainted, and who, upon oath, acknowledged himself to be the President of the Saddle Ridge Property Owners Association Inc. the within named bargainor, a Tennessee not-for-profit corporation, and that he as such Secretary, being authorized so to do, executed the within instrument for the purposes therein contained by signing the name of the Saddle Ridge Property Owners Association, Inc by himself as President.

WITNESS my hand and official seal at office this 8 day of January, 2024.

My Commission Expires:
12-27-2025

[Signature]
Notary Public
