

The Townes

at

Saddlebrook



**The Townes at Saddlebrook
Annual Meeting of the Owners
Meeting Minutes
Thursday, July 28th, 2026 | 6:00pm
Location: Via Zoom Videoconference**

Board Attendees: Chad Branson & Michelle Kelly

Board Absentees: Katie Stephens

Other Attendees: Tony Ray – Owner

Management Attendees: Bernard Hamann & Sara Pittella – Rocktown Realty

- 1. Call meeting to order & establish quorum: 5:58pm (Chad)**
 - a. Per the Bylaws, 25% of owners must be represented either by attending the meeting or by proxy, which is 3 units. We have 3 units in attendance via Zoom; quorum has been established.
- 2. Proof of Notice:** Annual meeting notices and proxies were sent via SignWell on July 8th, 2026.
- 3. Review and approve of previous meeting minutes from July 31, 2025:** Chad motions to approve the minutes as written, Michelle seconds, motion carries.
- 4. Financial Review (YTD, June 30th):** Through the end of June, we have a total operating income of \$9,170.55 and a total operating expense of \$5,516.02. It was noted we have \$27,000 in CDs maturing in December
- 5. Manager's Report:**
 - a. Dues Increase: Dues were increased by \$5 to \$148 per month as of July 1, 2026.
 - b. Delinquency: There is currently one owner that is past due, but they are making payments regularly towards their balance.
 - c. 2024 Reserve Study: There were not any substantial changes on the updated reserve study from 2024.
 - i. Per the study, updated capital projects are scheduled for 2030 (shingles) and 2031 (asphalt); may replace either/or sooner than scheduled.

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6. **President's Report:** Chad- Cars have been parking along the edge of the parking lot behind the lined parking spaces (perpendicular to stalls) which makes it very difficult for correctly parked cars to pull in and pull out safely.
 - a. Sara is going to reach out to obtain quotes from asphalt companies about painting "hash lines" and "no parking" in large rectangles in the 2 areas of concern.
 - b. If that does not deter people from parking there, installing "no parking" and "tow away zone" signs was also discussed as an option (would need to display tow company contact info in order to legally tow).
7. **New Business:**
 - a. **Cracks in asphalt-** Michelle shared various photos of weeds growing through cracks in the asphalt; Sara will also have asphalt companies quote filling cracks when she requests parking lot painting quote
 - b. **Parking-** see "President's Report" for comments and next steps
 - c. **Shutters-** Armor-All vinyl treatment held up well and yielded excellent results; will continue with treatments annually or bi-annually.
 - d. **Concrete cracking-** Michelle sent photos of cracked patios; looks to be due to settling over time; should be okay for time being; ultimately, repair is owner-responsibility.
8. **Board of Directors Election:** Chad Branson motions to re-elect the current Board, Michael "Tony" Ray seconds, the motion carries.
9. **Member Input:**
 - a. Landscaping complaint by Michael "Tony" Ray, Bernard will investigate.
 - b. Michelle Kelly asked when the shingles will need to be replaced; according to the Reserve Study, around 2030/2031, or sooner, if needed.
10. **Adjournment:** 6:24pm (Michelle motions to adjourn, Michael "Tony" Ray seconds, Chad Branson calls to vote)