

Saddle Ridge Site Condominium Association Meeting

04/19/2022

Tuesday, April 19, 2022
7:30 PM

1. Call to Order
 - a. Time: 7:42pm
 - b. Attendance: BG, AL, DZ, JS, TB (JB absent)
2. Approval of Minutes from Previous Meetings
 - a. Motion to approve: Nothing to approve today
 - b. Second:
 - c. In favor:
2. Public Comments
 - a. No public attendees
2. New Business
 - a. Road replace/maintenance plan
 - i. Need to start evaluating plans roads.
 - ii. Contact Kent County Road commission to see if they can provide assessment/recommendations of our roads. (Suchy)
 - b. IAI Construction Contract
 - i. Client listed as "West Michigan Development Company as management agent for the Saddle Ridge Site Condo Association"
 - ii. Reviewed/approved by Sluggett attorney.
 - iii. EB lawyers still evaluating the contract client naming convention.
 - b. Communication update to the neighborhood
 - i. Draft letter giving residents updates on sewer system and roads (Zemens)
2. Old Business
 - a. Review open tasks from last month.
 - b. WWTP Updates
 - i. Influent Room updates
 1. Floor cleaned and coated
 2. Huber unit installation in process
 3. Will clean and paint walls after installation
 - ii. Cost Sharing Proposal
 1. Meeting with RPS last week 04/13.
 - a. RPS is anxious to get our final numbers ASAP.
 - b. RPS offered attorney support from their end to help support project.
 - c. RPS will support us working with EB to come to final agreement.
 2. Waiting on Mark to provide final numbers to support the rate study calculations.
 - a. Excel spreadsheet from IAI that broke down usages.
 - ii. Final Site Plan Proposal
 1. Update timeline for latest information

- 2. Discuss plan to finalize SBR system so we can get final approval from Algoma.
 - b. Meetings with MRWA
 - i. Initial virtual meeting to give them background information on our system.
 - ii. Do not need in-person meeting at Saddle Ridge.
 - iii. Waiting on Mark's final numbers so they can review the rate study.
- 2. By-Law Infractions - Bires
- 3. Architectural
 - a. Jeff Courter (03/31/22) Shed - In review
 - i. Kathleen to address location. Shed was shown @ 20ft from back of lot line, but township requires 30ft.
 - b. David & Angela Barnes (04/07/22) Driveway Extension - Approved
 - c. Dennis & Esther Clark (04/08/22) Generator - Approved
 - i. Must keep generator in red circled zone.
- 2. Treasurer - Lebioda
 - a. Status of utility payments
 - i. Need updated numbers from Amber
 - b. Status of Association Fees
 - i. Need updated numbers from Amber
 - ii. Two emails sent asking for forgiveness of HOA late fees. Dave to forward to Annemarie.
 - b. New online billing statements
 - i. Do we need to stagger utility and association fee payments?
 - ii. Need to review with full board in the future.
 - b. Do we increase frequency of overdue email reminders? Currently sent every 30 days.
 - i. No we will not change the frequency.
- 2. Communications - Zemens
 - a. HOA emails
 - i. Utilize hoa@saddleridgerockford.com as main email
 - ii. Eliminate hoaboard@saddleridgerockford.com email.
 - b. Update contact page to direct residents to the board email address.
 - i. For Architecture review and HOA rules
 - ii. Water, sewer, snow and landscaping.
 - iii. EB will continue to be listed for Accounting/Billing Inquiries.
 - b. Meeting minutes for January/February added to website.
 - c. FAQ's
 - i. Update to explain new fee and the option to set up emailed statement.
 - ii. Post updated FAQ's on website
- 2. Public Comments
 - a. No public attendees
- 2. Set Next Meeting
 - a. Date/Time: 05/17/2022 @ 7:30pm
- 2. Adjournment
 - a. Time: 8:33pm