

SADDLE CREEK

3363 University Drive East, Suite 215
Bryan, TX 77802
979-764-2500

BOARD of DIRECTOR'S MEETING AGENDA

April 19, 2022 @ 6PM

1. **Call to Order – President**
2. **Roll Call/Establishment of Quorum (3/5)**
3. **Review / Approve Previous Meeting Minutes**
4. **Financial Report - Treasurer**
 - 2022 First Quarter Financial Report
5. **Management Report – Beal Properties**
6. **Team Reports**
 - Improvement Team
 - Architectural Control Team
 - Events Team
 - Pool/Pavilion Team
 - Outreach Team
7. **Unfinished Business**
 - Articles of Incorporation Amendment
 - Reading of Beal Contract Vote (taken electronically)
8. **New Business**
 - Restriction Enforcement Policy
 - CCR&R Review/Evaluation/Revision Process
9. **Adjourn**

Immediately following the Board Meeting:

Homeowners Forum – A chance to exchange views, bring issues to light and/or provide feedback. An informal discussion amongst neighbors. One or more Board members will be present, and the discussion will be moderated by a Board member.

*Under Chapter 209 of the Texas Property Code, all meetings of a Subdivision Association's Board of Directors must be open to Lot Owners, subject to the right of the Board of Directors to adjourn the Board Meeting and reconvene in closed Executive Session to consider actions requiring confidential matters, contract negotiations, litigation, delinquencies, enforcement, etc.

Please note that the Board Meetings are meetings of the Board of Directors, not the members of the Homeowner's Association. While Homeowners are generally allowed to attend Board Meetings (Except while in Executive Session), they are not entitled to participate in the Board Meeting and will only be allowed to do so if recognized by the presiding officer during the course of the meeting. This does not apply to those who are appealing a violation under Chapter 209 of Texas Property Code. Those who request a hearing under Chapter 209 within the time frame allowed, will be automatically granted time during the meeting.

SADDLE CREEK

903 S. Texas Ave College Station TX 77845 979-764-2500

BOARD of DIRECTOR'S MEETING AGENDA

January 18, 2022 @ 6PM

1. **Call to Order – President**
2. **Roll Call/Establishment of Quorum (2/3):** quorum was determined with all five Board members present.
3. **Review / Approve Previous Meeting Minutes:** minutes from October 26, 2021, Saddle Creek HOA Board meeting were approved as noted. Those minutes were posted.
4. **Financial Report – Treasurer:** Last quarter of calendar year 2021, we ended the year in a deficit, due to unexpected spending. We have an approved budget for calendar year 2022. We increase dues to help offset some of that spending. There will be additional review of the budget in the next couple weeks, to propose some potential cost savings, in terms of things that are nice to have versus essentials. Due to increase in cost and shortage of pool supplies the Board has purchased several months' supply of chlorine. We have moved \$7500 from our operation account to our reserve account for savings. We may need to dip into savings account in the future, but as of now we are in relatively good financial shape with a new budget for calendar year 2022. We now have a corrected numbers of lots in the neighborhood. We have now accounted for the correct number of lots in our 2022 budget.

5. **Management Reports – Beal Properties:**

Homeowner Status - We have 227 lots in Saddle Creek. All 227 are owner occupied or under construction. We no longer have any lots owned by builders or the developer.

Delinquencies - The HOA is currently owed \$38,895.66. This includes \$5,529.35 which is past due; the rest of it is current dues that are yet to be paid. Roughly \$32,000 is outstanding of the \$81,720 owed. We are doing well on our dues. A report was attached to Board members packet. Homeowners remember due now and are past due after January 31, 2022. Some homeowners mentioned they had not received a statement. If homeowners need a statement, contact Beal. They can email or mail a copy of the statement. All homeowners who have not paid their dues will receive a reminder this week.

Violations – We currently have 3 active violations as of December 1, 2022 to now. Two of those are trailers and the other is debris in the yard or driveway. Beal has started back with their regular inspection drive two weeks ago. Beal will be driving and inspecting the neighborhood every two weeks.

6. **Team Reports**

Improvement Team – No Improvement Team members present. Chuck Gillman gave the update. I (Chuck) reached out to get an update on members who want to continue to serve on the Improvement Team. Three members are willing to continue to serve, meaning we will have one vacancy. A lot of work was done this past year on the entrance sign, the walking trail, and the bird houses. Recommended we highlight some of these improvements in future newsletters. Help homeowners recognize the improvements that are happening.

Architectural Control Team - Not a lot of activity during the winter months, which is to be expected. In 2022 the ACT is looking forward to working with new Board members. Would like to add information to the newsletter, to educate homeowners on common issues when making improvements to their lots. Beal was a big help enforcing violations. We have a few vacancies on the ACT and have solicited for volunteers through the newsletter. We have received quite a bit of interest and can review those interested throughout the month of February.

Events Team – Have not received a lot of response back from the Events Team regarding wanting to continue to serve in that capacity. Quick response back from Kyle Thigpen, he is still interested in managing, organizing and supervising the fireworks show. The Team is currently working on dates and logistics for the Spring Cleanup. The Spring Cleanup again will consist of roll-off dumpsters to allow homeowners to dispose of unwanted items. As we move forward into the spring and summer months we will have more events to report on.

Pool/Pavilion Team – Member of Pool Team present, but nothing to report. Not a lot of activity during the winter months. We will continue to follow up on the incident that occurred back in December. Dwayne and I have a strategy to move forward and bring a resolution and recoup the money that was spent on materials and cleanup or possibly some community service.

Outreach Team - Reached out to County regarding straightening the road, waiting to hear back. Continue to contact new homeowners. The Outreach Team has two members that have responded and is actively seeking two volunteers.

7. **Unfinished Business** - none to report at this time.

8. **New Business**

New Articles of Incorporation Amendment – We have to have articles of amendment for our HOA. The Articles of Corporation that formed the HOA were filed. Going back through doing the bylaws amendment this last fall and reviewing other document the attorney did point out that the Articles of Corporation, there are two boxes on the documents, one says the Corporation “will have members” the other says the Corporation “will not have members.” Unfortunately they had checked the box that says “will not have members.” Not a huge deal, but we do need amend the Articles, because it could legally affect the HOA. Lara has mentioned this to Fred Bayless and Fred said he would take a look at it to see if he could amend it. This will save the HOA on legal fees. Hopefully this will be taken care by the end of the month.

Beal Contract Renewal – The Beal contract is up at the end of this month. There has not been a whole lot of time to look at the contract. The Board has reviewed the contract and we suggested some changes, Beal made the revisions. The Board will continue to look at the contract. In part we are looking for ways to evaluate performance, improve language in the contract so that it works better for all of us. The Board is also looking at other options. We have limited information at this time, but these options appear to cost more. Contract expires on February 1, 2022. President recommends the BOD meet on Jan 25 to vote. We can vote without a formal meeting. We will forward our votes to Beal so that the votes will be recorded as part of our minutes.

Vandalism – Brenda spoke with the Supervising Officer at the Sheriff’s Department. Everything that could be done as far as our case has been done, all the videos have been uploaded, contacts have been made, no response from the parents as of yet. Supervising Officer asked if we (BOD) were willing to allow the boys to do community service was an option. Brenda responded absolutely we would be on board with that, and feels that’s a

fair situation. President will supply address to Chuck and Dwayne to reach out to the parents.

Spring Clean Up – We have two vacancies on the Events Team. Last year we had our Spring Clean Up the same week as The Big Event, which worked out really well. March 26th is the proposed date for the Spring Clean Up. Request that the Events Team start working on reserving two roll-offs for that weekend. Homeowners can reserve A&M students for The Big Event. Last year's cost was a little over \$500 for two rollouts, we have \$1000 in the budget for Spring Clean Up, we could reserve three roll-offs if we feel that is something that needed.

9. **Adjourn** - Brenda motioned to adjourn and seconded by Chuck. Brenda declared meeting adjourned.

Cash Flow

Beal Properties

Properties: Saddle Creek Homeowner's Association - 3363 University Drive East Suite 215 Bryan, TX 77802

Date Range: 01/01/2022 to 03/31/2022 (Last Quarter)

Accounting Basis: Cash

Level of Detail: Detail View

Include Zero Balance GL Accounts: No

Account Name	Selected Period	% of Selected Period	Fiscal Year To Date	% of Fiscal Year To Date
Operating Income & Expense				
Income				
Homeowners Association Dues	79,704.83	98.87	79,704.83	98.87
Transfer Fee	50.00	0.06	50.00	0.06
Certified Letter Charge	63.61	0.08	63.61	0.08
SC HOA INCOME				
SC Deed Restriction Income	800.00	0.99	800.00	0.99
Total SC HOA INCOME	800.00	0.99	800.00	0.99
Total Operating Income	80,618.44	100.00	80,618.44	100.00
Expense				
SC HOA Expenses				
SC Management Fees	1,550.00	1.92	1,550.00	1.92
SC Grounds Maintenance				
SC Landscape & Turf Maintenance	765.02	0.95	765.02	0.95
Total SC Grounds Maintenance	765.02	0.95	765.02	0.95
SC Pool Anex Expense				
SC Building Repair & Maintenance	517.45	0.64	517.45	0.64
SC Janitorial Expense	449.49	0.56	449.49	0.56
SC Pool Cleaning Expense	1,954.56	2.42	1,954.56	2.42
Total SC Pool Anex Expense	2,921.50	3.62	2,921.50	3.62
SC Flags, Decorations & Signs	49.55	0.06	49.55	0.06
SC Professional Fees				
SC Legal Fees	825.00	1.02	825.00	1.02
Total SC Professional Fees	825.00	1.02	825.00	1.02
SC Utilities Expense				
SC Electric Expense	2,947.40	3.66	2,947.40	3.66
SC Water/Irrigation Expense	595.86	0.74	595.86	0.74
SC Trash Expense	33.00	0.04	33.00	0.04
Total SC Utilities Expense	3,576.26	4.44	3,576.26	4.44
SC Meeting Expense	20.56	0.03	20.56	0.03
SC Software Expense	159.80	0.20	159.80	0.20
SC Transfer to Reserve Expense	7,500.00	9.30	7,500.00	9.30
Total SC HOA Expenses	17,367.69	21.54	17,367.69	21.54
Total Operating Expense	17,367.69	21.54	17,367.69	21.54
NOI - Net Operating Income	63,250.75	78.46	63,250.75	78.46

Cash Flow

Account Name	Selected Period	% of Selected Period	Fiscal Year To Date	% of Fiscal Year To Date
Total Income	80,618.44	100.00	80,618.44	100.00
Total Expense	17,367.69	21.54	17,367.69	21.54
Net Income	63,250.75	78.46	63,250.75	78.46
Other Items				
Prepayments	-22,680.00		-22,680.00	
Net Other Items	-22,680.00		-22,680.00	
Cash Flow	40,570.75		40,570.75	
Beginning Cash	14,280.73		14,280.73	
Beginning Cash + Cash Flow	54,851.48		54,851.48	
Actual Ending Cash	54,851.48		54,851.48	

Expense Distribution

Properties: Saddle Creek Homeowner's Association - 3363 University Drive East Suite 215 Bryan, TX 77802

Payees: All

Bill Date Range: 01/01/2022 to 03/31/2022 (Last Quarter)

Reference	Bill Date	Property Name	Unit	Property Address	Payee	Payable Account	Amount	Unpaid Amount	Check #	Check Date	Description
4606 - Certified Letter Charge											
	01/25/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	Beal Properties	2200	49.09	0.00	2126	01/25/2022	Certified Letter Charge for 01/2022
4802 - SC Title Transfer Fees											
0001	01/06/2022	Saddle Creek Homeowner's Association	17987	3363 Saddle Creek Drive East Suite 215 Bryan, TX 77802	Donald Torres & Carla Torres	2200	50.00	0.00	2114	01/10/2022	Refund of admin fee - refinance no charge
8310 - SC Management Fees											
	01/01/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	Beal Properties	2200	500.00	0.00	2115	01/12/2022	January 2022
	02/01/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	Beal Properties	2200	500.00	0.00	2127	02/09/2022	February 2022
	03/01/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	Beal Properties	2200	550.00	0.00	2136	03/10/2022	HOA Management Fee
							1,550.00	0.00			
8332 - SC Landscape & Turf Maintenance											
3849	01/12/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	The Ground Crew	2200	108.25	0.00	2122	01/12/2022	Monthly Bed Maintenance - January
1817	01/12/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	Green Guys Landscaping, LLC	2200	272.48	0.00	2119	01/12/2022	December Mowing
3998	02/09/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	The Ground Crew	2200	108.25	0.00	2132	02/09/2022	Monthly Bed Maintenance - January
16474	03/10/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX	Green Rite Lawn Spraying Service	2200	276.04	0.00	2138	03/10/2022	Lawn Spraying

Expense Distribution

Reference	Bill Date	Property Name	Unit	Property Address	Payee	Payable Account	Amount	Unpaid Amount	Check #	Check Date	Description
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77802

765.02 0.00

8341 - SC Building Repair & Maintenance

0290925	02/09/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	Dwayne Cordray	2200	270.63	0.00	2130	02/09/2022	Reimbursement for Septic Aerator Parts
196825	02/25/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	Griffin Locksmith & Hardware	2200	19.49	0.00	2135	02/25/2022	Keys for Pavilion
16450	02/25/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	Green Rite Lawn Spraying Service	2200	227.33	0.00	2134	02/25/2022	Ice Machine Repair

517.45 0.00

8342 - SC Janitorial Expense

112	01/12/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	Cheryl Calame	2200	430.00	0.00	2117	01/12/2022	Weekly Pool Bathroom Cleaning
Purchased cleaning supplies	02/14/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	Sam's Club	2200	19.49	0.00	credit card	02/14/2022	Used debit card to purchase cleaning supplies

449.49 0.00

8344 - SC Pool Cleaning Expense

1536	01/12/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	Clear Water Pool Company	2200	413.08	0.00	2118, 2118, 2125	01/12/2022, 01/12/2022, 01/17/2022	December 2021 Cleaning & Chemicals
1549	02/09/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	Clear Water Pool Company	2200	1,541.48	0.00	2129	02/09/2022	Monthly Pool Cleaning and Chemicals - January

1,954.56 0.00

8350 - SC Flags, Decorations & Signs

2555490	01/12/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	Justin Shulse	2200	49.55	0.00	2121	01/12/2022	Replace plugs on monument sign
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8371 - SC Legal Fees

46193	01/12/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	Bruchez,	2200	825.00	0.00	2120	01/12/2022	Preparation
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Expense Distribution

Reference	Bill Date	Property Name	Unit	Property Address	Payee	Payable Account	Amount	Unpaid Amount	Check #	Check Date	Description
	12/2022	Creek Homeowner's Association		University Drive East Suite 215 Bryan, TX 77802	Goss, Thornton, Meronoff & Hawthorne, P.C.						of Management Certificate and Other Legal Matters

8391 - SC Electric Expense

2431799	01/12/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	Bryan Texas Utilities	2200	242.23	0.00	2116	01/12/2022	17000 Saddle Creek
2431800	01/12/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	Bryan Texas Utilities	2200	522.60	0.00	2116	01/12/2022	5285 High Meadow Trl - utilities
2431799	02/09/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	Creek Meadows Owners Association	2200	242.23	0.00	2131	02/09/2022	Monthly Utility Bill - Reimburse Creek Meadows for ACH Payment
2431799	02/09/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	Creek Meadows Owners Association	2200	243.20	0.00	2131	02/09/2022	Monthly Utility Bill - Reimburse Creek Meadows for ACH Payment
2431800	02/09/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	Creek Meadows Owners Association	2200	499.22	0.00	2131	02/09/2022	Monthly Utility Bill - Reimburse Creek Meadows for ACH Payment
2431800	02/09/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	Creek Meadows Owners Association	2200	627.35	0.00	2131	02/09/2022	Monthly Utility Bill - Reimburse Creek Meadows for ACH Payment
2431800 ACH	03/02/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	Bryan Texas Utilities	2200	570.57	0.00	2431800 ACH	03/02/2022	Electric
							2,947.40	0.00			

8392 - SC Water/Irrigation Expense

103-8138-00	01/12/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	Wellborn Special Utility District	2200	53.68	0.00	2123	01/12/2022	5323 High Meadow
103-2810-02	01/12/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	Wellborn Special Utility District	2200	78.91	0.00	2123	01/12/2022	Saddle Creek Dr

Expense Distribution

Reference	Bill Date	Property Name	Unit	Property Address	Payee	Payable Account	Amount	Unpaid Amount	Check #	Check Date	Description
	2022	Homeowner's Association		Drive East Suite 215 Bryan, TX 77802	Utility District						
103-8138-00	02/09/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	Wellborn Special Utility District	2200	92.46	0.00	2133	02/09/2022	5323 High Meadow
103-2810-02	02/09/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	Wellborn Special Utility District	2200	173.44	0.00	2133	02/09/2022	Saddle Creek Dr
103-8138-00 ACH	02/28/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	Wellborn Special Utility District	2200	73.69	0.00	103-8138-00 ACH	02/28/2022	January Water
103-2810-02 ACH	02/28/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	Wellborn Special Utility District	2200	123.68	0.00	103-2810-02 ACH	02/28/2022	January Water
							595.86	0.00			

8393 - SC Trash Expense

21912	02/25/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	BVR Waste and Recycling	2200	33.00	0.00	drafted from bank account	02/25/2022	Trash Service
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8400 - SC Meeting Expense

	02/23/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	Amazon .com	2200	20.56	0.00	credit card	02/23/2022	Purchased from Amazon with Debt Card
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8420 - SC Software Expense

7015547311	02/09/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	Melissa Berquist	2200	159.80	0.00	2128	02/09/2022	Reimbursement for Zoom Subscription
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8440 - SC Transfer to Reserve Expense

Transferred to reserves	01/19/2022	Saddle Creek Homeowner's Association		3363 University Drive East Suite 215 Bryan, TX 77802	Saddle Creek HOA	2200	7,500.00	0.00	Telephone / wire transfer	01/19/2022	Transferred to Reserve account via telephone
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Total **17,466.78** **0.00**



PROSPERITY BANK®

SADDLE CREEK HOA, INC
3363 UNIVERSITY DR E SUITE 215
BRYAN TX 77802

Statement Date 3/31/2022
Account No ****3227
Page 1 of 1

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STATEMENT SUMMARY

TX Business Savings Account No ****3227

01/01/2022	Beginning Balance		\$1,018.19
	2 Deposits/Other Credits	+	\$7,501.73
	0 Checks/Other Debits	-	\$0.00
03/31/2022	Ending Balance	90 Days in Statement Period	\$8,519.92

DEPOSITS/OTHER CREDITS

Date	Description	Amount
01/19/2022	Transfer Deposit	\$7,500.00
03/31/2022	Accr Earning Pymt Added to Account	\$1.73

TOTAL OVERDRAFT FEES

	Total For This Period	Total Year-to-Date	Previous Year Total
Total Overdraft Fees	\$0.00	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00	\$0.00

DAILY ENDING BALANCE

Date	Balance	Date	Balance	Date	Balance
01-01	\$1,018.19	01-19	\$8,518.19	03-31	\$8,519.92

EARNINGS SUMMARY

** Below is an itemization of the Earnings paid this period. **

Interest Paid This Period	\$1.73	Annual Percentage Yield Earned	0.10 %
Interest Paid YTD	\$1.73	Days in Earnings Period	90

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101091 : 00612601

MEMBER FDIC



NYSE Symbol "PB"



3363 University Drive East, Suite 215
Bryan, TX 77802
(979)764-2500 www.bealbcshoa.com

SADDLE CREEK HOA 2022 MANAGEMENT REPORT

Homeowner Status – Currently 227 lots in Saddle Creek. 227 owner occupied or under construction.

Delinquency – The HOA is currently owed \$5,394.61. This includes \$420.00 in past due assessments, \$49.66 in certified mail charges, and \$4,925.95 in legal fees . Collection of these balances is ongoing.

Violations – No active violations. Violation inspections will resume once the HOA has an approved Enforcement Policy.