

# **SADDLE CREEK**

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

## **BOARD of DIRECTOR'S MEETING AGENDA**

**April 29, 2021 @ 6PM**

- 1. Call to Order – President**
- 2. Roll Call/Establishment of Quorum (2/3)**
- 3. Review / Approve Previous Meeting Minutes**
- 4. Financial Report - Treasurer**
  - 2020 4<sup>th</sup> Quarter Financial Report
  - Adjustment to Budget (to further clarify Event expenses)
- 5. Management Reports – Beal Properties**
  - Dues/Delinquency Status
  - Violation Report
  - Property and Project Updates
- 6. Team Reports**
  - Landscape Improvement Team
    - o Pavilion and Entry Landscaping
    - o Installation of Security Cameras
  - Architectural Control Team
  - Events Team
  - Pool/Pavilion Team
  - Outreach Team
- 7. Unfinished Business**
  - By-Laws Amendment Update
  - Attorney Memorandum Review
- 8. New Business**
  - Pavilion/Athletic Field Reservation Process
  - Pool Opening
  - Emergency Number at pool – Beal Properties
  - Address Letter for Neighborhood Concerns
- 9. Adjourn**



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April 29, 2021

### **Saddle Creek Management Report**

**Delinquency Report:** As of today, there is just one property past due for a total of \$300.00 owed to the HOA. This does not include late fees or interest. This particular matter has been turned over to the HOA's attorney for further action.

**Violation Report:** 39 current active violations. Property drives are occurring every 2 weeks at this time.

#### **Team Reports:**

##### **Outreach Team**

The County is about 3 months away from having the acquisition done for the right of way to straighten Straub/IGN. The design is ready to go so as soon the ROW is acquired, the project it will go out for bid.

IGN/Holleman that has been closed forever due to the sinkhole is now open. You can travel all the way to town again.

Sometime by year end, the City is going to start a project to extend Deacon over the RR tracks with a new signal and RR crossing. Supposed to take about 15 months to complete. They will close the Cain Rd crossing.

Txdot is starting a project at Holleman and Wellborn Rd. They will raise Holleman so it aligns better with the RR tracks. There will be rolling lane closures with completion in Spring 2022

##### **Architectural Control Team**

The Architect Control Team wants to thank the homeowners of Saddle Creek for the great job of home improvement submittals and new builds. They are working on getting information and approvals back to you as soon as possible.

##### **Pool/Pavilion Team**

The team met with the Board recently. They will now handle the flag changes to half staff. The team is helping the board with checking on the status of the pavilion/pool and surrounding areas.

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### **Events Team**

The Spring Clean Up was big success. Filled up 2 large bins with garbage from the neighborhood. 4<sup>th</sup> of July plans are underway. Budget discussed along with options for parades, food trucks, ice cream contest, etc. Pool will be opened on May 1<sup>st</sup> and events team is sponsoring a vendor fair from 9-1 for homeowners and guests. There will be an ice cream truck and kite flying. Discussion of possible BBQ cookoff in the fall and maybe geochace/scavenger hunts.

### **Improvement Team**

Lots of work doing cleanup and landscaping at pavilion/pool and front entrance. Lighting and irrigation has been updated. Discuss security and internet at pavilion.

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## Expense Distribution

Properties: Saddle Creek Homeowner's Association - 903 S. Texas Ave. College Station, TX 77840

Payees: All

Bill Date Range: 01/01/2021 to 03/31/2021 (Last Quarter)

Reference	Bill Date	Property Name	Unit	Property Address	Payee	Payable Account	Amount	Unpaid Amount	Check #	Check Date	Description
<b>4801 - SC Homeowner Dues</b>											
	02/11/2021	Saddle Creek Homeowner's Association		5366 903 S. Texas Ave. College Station, TX 77840	David Vakey & Korie Vakey	2200	7.50	0.00	2004	02/11/2021	Dues Overpayment
	02/11/2021	Saddle Creek Homeowner's Association		5248 903 S. Texas Ave. Dawn College Trail Station, TX 77840	Ginnie Rovinelli George	2200	50.00	0.00	2003	02/11/2021	Dues Overpayment
							<b>57.50</b>	<b>0.00</b>			
<b>8310 - SC Management Fees</b>											
0001	02/01/2021	Saddle Creek Homeowner's Association		903 S. Texas Ave. College Station, TX 77840	Beal Properties	2200	500.00	0.00	2001, 2001, 1154	02/01/2021, 02/01/2021, 02/08/2021	one time start up fee
February 2021 Management Fee	02/23/2021	Saddle Creek Homeowner's Association		903 S. Texas Ave. College Station, TX 77840	Beal Properties	2200	500.00	0.00	2005	02/23/2021	February 2021 Management Fee
	03/01/2021	Saddle Creek Homeowner's Association		903 S. Texas Ave. College Station, TX 77840	Beal Properties	2200	500.00	0.00	2008	03/08/2021	March 2021
							<b>1,500.00</b>	<b>0.00</b>			
<b>8341 - SC Building Repair &amp; Maintenance</b>											
	01/26/2021	Saddle Creek Homeowner's Association		903 S. Texas Ave. College Station, TX 77840	Hometech	2200	125.00	0.00	1153	02/11/2021	Ice Machine Repair
	01/26/2021	Saddle Creek Homeowner's Association		903 S. Texas Ave. College Station, TX 77840	Mark Hiler	2200	23.72	0.00	1152; 1152, 1152	04/28/2021, 04/28/2021, 01/26/2021	Pav Bathroom Repair
2136	03/08/2021	Saddle Creek Homeowner's Association		903 S. Texas Ave. College Station, TX 77840	Robert Walker	2200	60.00	0.00	2011	03/09/2021	Pool Pavilion Winterization
							<b>208.72</b>	<b>0.00</b>			
<b>8342 - SC Janitorial Expense</b>											
191562	03/11/2021	Saddle Creek Homeowner's Association		903 S. Texas Ave. College Station, TX 77840	Griffin Locksmith & Hardware	2200	19.49	0.00	2013	03/16/2021	Master Lock Keys/Board Member Keys

## Expense Distribution

Reference	Bill Date	Property Name	Unit	Property Address	Payee	Payable Account	Amount	Unpaid Amount	Check #	Check Date	Description
<b>8343 - SC Pool Annex Supplies</b>											
94740633809003/	26/	Saddle Creek		903 S. Texas Ave. College Station, TX 77840	Lara Lewis	2200	56.55	0.00	2023	04/07/2021	Toilet Paper/ Paper Towels/ Trash Bags
	2021	Homeowner's Association									
<b>8344 - SC Pool Cleaning Expense</b>											
1396	02/11/2021	Saddle Creek Homeowner's Association		903 S. Texas Ave. College Station, TX 77840	Clear Water Pool Company	2200	554.78	0.00	2002	02/11/2021	Pool Cleaning
1411	03/01/2021	Saddle Creek Homeowner's Association		903 S. Texas Ave. College Station, TX 77840	Clear Water Pool Company	2200	427.59	0.00	2009	03/08/2021	
							<b>982.37</b>	<b>0.00</b>			
<b>8345 - SC Pool Repairs</b>											
1406	02/09/2021	Saddle Creek Homeowner's Association		903 S. Texas Ave. College Station, TX 77840	Clear Water Pool Company	2200	4,995.74	0.00	2001	02/09/2021	Re-Plaster Pool
1407	03/15/2021	Saddle Creek Homeowner's Association		903 S. Texas Ave. College Station, TX 77840	Clear Water Pool Company	2200	4,995.74	0.00	2012	03/16/2021	replaster front pool
1429	03/26/2021	Saddle Creek Homeowner's Association		903 S. Texas Ave. College Station, TX 77840	Clear Water Pool Company	2200	1,090.52	0.00	2014	03/26/2021	Pool Pump Repairs
							<b>11,082.00</b>	<b>0.00</b>			
<b>8361 - SC Commercial Property Insurance</b>											
	02/01/2021	Saddle Creek Homeowner's Association		903 S. Texas Ave. College Station, TX 77840	Service Insurance Group	2200	1.25	0.00	Insurance	02/01/2021	
<b>8363 - SC Directors &amp; Officers Insurance</b>											
PCAP024571-0130	03/26/2021	Saddle Creek Homeowner's Association		903 S. Texas Ave. College Station, TX 77840	Hotchkiss Insurance Agency	2200	2,161.00	0.00	2015	03/26/2021	D&O Insurance Premium
<b>8371 - SC Legal Fees</b>											
Certificate of Amendment Filing Fee	03/03/2021	Saddle Creek Homeowner's Association		903 S. Texas Ave. College Station, TX 77840	Secretary of State	2200	25.00	0.00	2010	03/08/2021	Certificate of Amendment Filing Fee
<b>8391 - SC Electric Expense</b>											
2229050	02/22/2021	Saddle Creek Homeowner's Association		903 S. Texas Ave. College Station, TX 77840	Bryan Texas Utilities	2200	474.58	0.00	2006	02/23/2021	SC Electric High Meadow Tr

**Expense Distribution**

Reference	Bill Date	Property Name	Unit	Property Address	Payee	Payable Account	Amount	Unpaid Amount	Check #	Check Date	Description
2173122	02/22/2021	Saddle Creek Homeowner's Association		903 S. Texas Ave. College Station, TX 77840	Bryan Texas Utilities	2200	229.65	0.00	2006	02/23/2021	SC Electric Saddle Creek

704.23 0.00

**8392 - SC Water/Irrigation Expense**

103-8138-00	02/22/2021	Saddle Creek Homeowner's Association		903 S. Texas Ave. College Station, TX 77840	Wellborn Special Utility District	2200	91.98	0.00	2007	02/23/2021	SC Water
103-8138-00	03/26/2021	Saddle Creek Homeowner's Association		903 S. Texas Ave. College Station, TX 77840	Wellborn Special Utility District	2200	37.91	0.00	2016	03/26/2021	High Meadow
103-2810-02	03/26/2021	Saddle Creek Homeowner's Association		903 S. Texas Ave. College Station, TX 77840	Wellborn Special Utility District	2200	61.20	0.00	2016	03/26/2021	Saddle Creek Dr

191.09 0.00

**8393 - SC Trash Expense**

718970007956	03/05/2021	Saddle Creek Homeowner's Association		903 S. Texas Ave. College Station, TX 77840	BVR Waste and Recycling	2200	99.00	0.00	37494951	03/05/2021	Quarterly Recycling
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**8435 - SC Bank Fee Expense**

	01/06/2021	Saddle Creek Homeowner's Association		903 S. Texas Ave. College Station, TX 77840	Mark Wills	2200	7.50	0.00	1145	02/11/2021	Refund Bank Fee
	01/27/2021	Saddle Creek Homeowner's Association		903 S. Texas Ave. College Station, TX 77840	RHM Development	2200	7.50	0.00	1150	02/11/2021	Refund Bank Fee
	02/01/2021	Saddle Creek Homeowner's Association		903 S. Texas Ave. College Station, TX 77840	Intuit	2200	64.19	0.00	QB Bank Fees	02/01/2021	QB Bank Fees

79.19 0.00

**8445 - SC Website Design & Maintenance Expense**

	03/15/2021	Saddle Creek Homeowner's Association		903 S. Texas Ave. College Station, TX 77840	ENVATO	2200	89.00	0.00	Website Reservation Program	03/15/2021	Website Reservation Program
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<b>Total</b>							<b>17,256.39</b>	<b>0.00</b>			
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## Annual Budget - Comparative

Properties: Saddle Creek Homeowner's Association - 903 S. Texas Ave. College Station, TX 77840

As of: Mar 2021

Additional Account Types: None

Accounting Basis: Cash

Level of Detail: Detail View

Account Name	YTD Actual	Annual Budget
<b>Income</b>		
Balance Forward	46,097.84	0.00
Transfer Fee	50.00	0.00
<b>SC HOA INCOME</b>		
SC Homeowner Dues	9,900.00	77,100.00
SC Title Transfer Fees	250.00	1,000.00
SC Other Income	110.00	6,750.00
<b>Total SC HOA INCOME</b>	<b>10,260.00</b>	<b>84,850.00</b>
<b>Total Operating Income</b>	<b>56,407.84</b>	<b>84,850.00</b>
<b>Expense</b>		
<b>SC HOA Expenses</b>		
SC Management Fees	1,500.00	6,000.00
<b>SC Grounds Maintenance</b>		
SC Irrigation Repair	0.00	1,000.00
SC Landscape & Turf Maintenance	0.00	6,200.00
SC Landscape Repairs	0.00	4,000.00
<b>Total SC Grounds Maintenance</b>	<b>0.00</b>	<b>11,200.00</b>
<b>SC Pool Anex Expense</b>		
SC Building Repair & Maintenance	208.72	3,250.00
SC Janitorial Expense	19.49	1,800.00
SC Pool Cleaning Expense	982.37	8,200.00
SC Pool Repairs	11,082.00	13,000.00
<b>Total SC Pool Anex Expense</b>	<b>12,292.58</b>	<b>26,250.00</b>
<b>SC Insurance Expense</b>		
SC Commercial Property Insurance	1.25	3,300.00
SC Directors & Officers Insurance	2,161.00	2,200.00
<b>Total SC Insurance Expense</b>	<b>2,162.25</b>	<b>5,500.00</b>
<b>SC Professional Fees</b>		
SC Legal Fees	25.00	2,500.00
SC Accounting Fees	0.00	500.00
<b>Total SC Professional Fees</b>	<b>25.00</b>	<b>3,000.00</b>
<b>SC Utilities Expense</b>		
SC Electric Expense	704.23	0.00
SC Water/Irrigation Expense	191.09	0.00
SC Trash Expense	99.00	0.00
SC Internet/Security Expense	0.00	3,000.00
<b>Total SC Utilities Expense</b>	<b>994.32</b>	<b>3,000.00</b>
<b>SC Community Events Expense</b>		
SC July 4th Expense	0.00	2,500.00
SC Other Event Expense	0.00	2,700.00
<b>Total SC Community Events Expense</b>	<b>0.00</b>	<b>5,200.00</b>

## Annual Budget - Comparative

Account Name	YTD Actual	Annual Budget
SC Postage & Mailing Expense	0.00	100.00
SC Capital Improvement Expense	0.00	4,400.00
SC Bank Fee Expense	79.19	0.00
SC Website Design & Maintenance Expense	89.00	1,500.00
<b>Total SC HOA Expenses</b>	<b>17,142.34</b>	<b>66,150.00</b>
<b>Total Operating Expense</b>	<b>17,142.34</b>	<b>66,150.00</b>
Total Operating Income	56,407.84	84,850.00
Total Operating Expense	17,142.34	66,150.00
<b>NOI - Net Operating Income</b>	<b>39,265.50</b>	<b>18,700.00</b>
Total Income	56,407.84	84,850.00
Total Expense	17,142.34	66,150.00
<b>Net Income</b>	<b>39,265.50</b>	<b>18,700.00</b>