



**MINUTES**  
**SPOA BOARD MEETING**  
**January 20, 2014**

**Open Forum 6:30 PM**

There were no open forum items; however, 2 residents attended.

**Board Meeting 7:00 PM**

- **Review and Approval of Minutes** – George Graham submitted the previous month's Meeting Minutes for approval. There was no discussion, and the Minutes were approved as submitted.
- **Treasurer's Report** - Sharon Drobeck submitted the Treasurer's Report and the 2014 Budget for approval. There was no discussion, and the Treasurer's Report and Budget were approved as submitted.
- **Committee Activity Reports** - George Graham submitted the Committee Report. The Board accepted the report as submitted.
- **Old Business:**
  - Rules & Regulations Development – Proposed language regarding Compliance with ACC Approvals is being drafted. Due to Texas POA laws, the document will be more involved than was initially expected. However, well-written similar documents have been found for other Texas POA's that can be cloned and adapted to SPOA needs. The final draft will be reviewed by the lawyer in conjunction with a final review of the proposed outdoor welding rule. This Item will remain open.
  - Compliance with, and interpretation of, Section 3.09 (junk on lot) of the Saddleridge Covenants & Restrictions, and SPOA Board power to interpret and enforce per Section 7.01 – A number of resident complaints were received regarding "junk" in plain view on a lot in our neighborhood. A letter was sent to the offending property owner asking the owner to please tidy up the area, and the owner has acted on the request to the Board's satisfaction. This item will be closed.
  - Loose Dogs in Saddleridge – The Board has received a large number of resident complaints recently about loose dogs in the neighborhood. While dogs do occasionally accidentally get loose from time to time, the subjects of the recent complaints have been about certain dogs that seem to be out on a daily basis, and about a couple of incidents of residents getting

- bit while walking in the neighborhood. The owners of the aforementioned dogs have been identified, and Hays County Animal Control has agreed to pay them a visit to explain the Hays County dog restraint laws and fines for violation (a minimum of a \$100 fine). Another letter will be written and sent out via email to residents. Please have your dogs on a leash when they are outside of their confinement areas. This item will remain open.
- 2014 Dues Notice – The first iteration of the 2014 Saddleridge Dues Notice was sent out in December via email. As of the January Board meeting, only about 50% of residents have paid their annual dues. One more reminder email will be sent out. As per the Saddleridge Covenants and Bylaws, after January 31, interest (18%) and collection charges will accrue on overdue Dues payments. If the number late payments increase over last year, as it seems so far they may, the SPOA Board is considering adopting a \$25 Late Fee going forward. This item will remain open.
- **New Business:**
- Paying SPOA Bills via EFT (Electronic Funds Transfer) – A suggestion was made to possibly use electronic fund transfers where possible for SPOA bill paying. There are some routine SPOA bills (such as electric) that could be paid via EFT's rather than the usual process of mailing a check each month. This will save a little money (less stamps and envelopes), but more importantly will save some time on the part of our Treasurer and Records Keeper. The Board decided to go ahead and use EFT's whenever possible. This Item is now closed.
  - Nextdoor.com for Saddleridge – Joe Williams (SPOA Webmaster) set up the Nextdoor.com web site for Saddleridge as an informal communication tool for Saddleridge residents. So far it is working well in that context. Joe also established a use policy for Nextdoor that was sent to all Saddleridge Nextdoor users; this should keep spam and conflict in check. Joe will also be monitoring Saddleridge Nextdoor communication traffic to be sure the policy is adhered to. Note that Nextdoor is not the tool the SPOA Board will use for official Board communications; Board communications will still come directly through Bob Eastlake (the SPOA Recordkeeper) via email, and occasionally snail-mail when needed.

The meeting was adjourned at 7:45 PM.

# Saddleridge Property Owners Association

## December Treasurer's Report January 20, 2014

The December Treasurer's report includes a month-end and prior year-end Balance Sheet as well as detailed Profit and Loss Statements that compare actual experience to the budgeted income and expense projections for the month and year-to-date through December. This information is included in a format which includes the 2013 annual budget.

The Balance Sheet as of December 31 includes:

- SPOA has Checking/Savings totaling \$92,408 and no outstanding liabilities.
- Accounts Receivable of \$(32), this negative balance represents dues paid in advance.
- Undeposited Funds are funds recorded but not deposited.

A review of the Profit and Loss report shows that the monthly net income of \$4,410 compares unfavorably to the budgeted net income of \$7,045 for December.

- Income items of note:
  - Dues received were \$3,000 less than budgeted. Annual dues are not considered past due until after January 31st
- Expense items of note:
  - Nothing outstanding to report.

For the year, actual net income of \$4,150 is favorable to the budgeted net income of \$2,660. Comments:

- Although POA Dues Collected fell short of budget by \$3,000 (timing), because an increase in property sales in the community fees received were \$1,000 greater than expected.
- Decrease in expenses, as compared to budget, is primarily due to improvements, maintenance and repairs that never materialized.

I have included the Proposed 2014 Budget for your review and consideration.

Respectfully submitted,

Sharon M. Drobeck  
Treasurer

## Saddleridge Property Owners Association Balance Sheets As of

	<b>December 31, 2013</b>	<b>December 31, 2012</b>
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Checking/Savings</b>		
Ozona CD	50,362.43	50,245.29
Ozona Checking	6,621.87	9,665.08
Ozona Money Market	35,423.32	28,381.35
<b>Total Checking/Savings</b>	92,407.62	88,291.72
<b>Accounts Receivable</b>		
Accounts Receivable	(32.27)	(16.27)
<b>Total Accounts Receivable</b>	(32.27)	(16.27)
<b>Other Current Assets</b>		
Undeposited Funds	50.00	-
<b>Total Other Current Assets</b>	50.00	0
<b>Total Current Assets</b>	92,425.35	88,275.45
<b>Other Assets</b>		
Saddleridge Property	80,500.00	80,500.00
<b>Total Other Assets</b>	80,500.00	80,500.00
<b>TOTAL ASSETS</b>	<b>172,925.35</b>	<b>168,775.45</b>
 <b>LIABILITIES &amp; EQUITY</b>		
<b>Equity</b>		
Opening Balance Equity	110,823.40	110,823.40
Retained Earnings	57,952.05	52,991.90
Net Income	4,149.90	4,960.15
<b>Total Equity</b>	172,925.35	168,775.45
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>172,925.35</b>	<b>168,775.45</b>

**Saddleridge Property Owners Association**  
**Profit & Loss Budget Performance**  
December 2013

	<u>Dec 13</u>	<u>Budget</u>	<u>Jan - Dec 13</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Income</b>					
Clubhouse Usage Fee	0.00	50.00	400.00	500.00	500.00
HOA Dues Collected	4,708.00	7,785.00	16,509.00	19,580.00	19,580.00
Interest Earned	11.53	20.00	223.36	360.00	360.00
Interest Inc	0.00		83.12		
Resale Cert. Fee	0.00	75.00	900.00	500.00	500.00
Transfer Fees	50.00	50.00	1,100.00	500.00	500.00
<b>Total Income</b>	<b>4,769.53</b>	<b>7,980.00</b>	<b>19,215.48</b>	<b>21,440.00</b>	<b>21,440.00</b>
<b>Expense</b>					
<b>Accounting</b>					
Accounting-Bookkeeper	175.00	160.00	2,010.00	1,920.00	1,920.00
Accounting-CPA	0.00		0.00	175.00	175.00
<b>Total Accounting</b>	<b>175.00</b>	<b>160.00</b>	<b>2,010.00</b>	<b>2,095.00</b>	<b>2,095.00</b>
<b>Annual Septic Contract</b>	<b>0.00</b>		<b>225.00</b>	<b>250.00</b>	<b>250.00</b>
<b>Bank Charges</b>					
Check Printing	0.00		0.00	75.00	75.00
Safe Deposit Box	0.00		40.00	40.00	40.00
Service Charges	0.00		0.00	0.00	0.00
<b>Total Bank Charges</b>	<b>0.00</b>		<b>40.00</b>	<b>115.00</b>	<b>115.00</b>
<b>Clubhouse Expenses</b>					
Cleaning	45.00	50.00	595.00	600.00	600.00
Cleaning Supplies	0.00	25.00	0.00	100.00	100.00
Clubhouse Furnishings	0.00		0.00	200.00	200.00
Clubhouse insurance	0.00		360.00	375.00	375.00
Clubhouse Outside Lighting	0.00	5.00	0.00	50.00	50.00
Entrance Sign	0.00		0.00	0.00	0.00
Heating and AC	0.00	0.00	131.73	150.00	150.00
Lighting	0.00	5.00	0.00	50.00	50.00
Maintenance Labor	0.00	100.00	350.00	400.00	400.00

**Saddleridge Property Owners Association**  
**Profit & Loss Budget Performance**  
December 2013

	<u>Dec 13</u>	<u>Budget</u>	<u>Jan - Dec 13</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Misc	0.00		4.00	0.00	0.00
Pest Control	0.00		411.32	420.00	420.00
Plumbing Repairs	6.78	0.00	6.78	250.00	250.00
Repairs	0.00		0.00	500.00	500.00
Trash	0.00		340.88	340.00	340.00
Water softener monthly maintain	22.95	25.00	275.40	300.00	300.00
Wellhouse Expenses	0.00	0.00	0.00	100.00	100.00
<b>Total Clubhouse Expenses</b>	<b>74.73</b>	<b>210.00</b>	<b>2,475.11</b>	<b>3,835.00</b>	<b>3,835.00</b>
Dues and Subscriptions	0.00		0.00	25.00	25.00
Food for Saddleridge Meetings					
Food for Annual BBQ	0.00		462.90	550.00	550.00
Neighborhood Watch	0.00		273.03	400.00	400.00
<b>Total Food for Saddleridge Meetings</b>	<b>0.00</b>		<b>735.93</b>	<b>950.00</b>	<b>950.00</b>
Improvements					
Landscaping					
Entrance	0.00		0.00	400.00	400.00
Lighting	0.00	50.00	0.00	200.00	200.00
Plants	0.00		0.00	360.00	360.00
<b>Total Landscaping</b>	<b>0.00</b>	<b>50.00</b>	<b>0.00</b>	<b>960.00</b>	<b>960.00</b>
Other	0.00		0.00	0.00	0.00
Wellhouse Improvements	0.00		0.00	100.00	100.00
<b>Total Improvements</b>	<b>0.00</b>	<b>50.00</b>	<b>0.00</b>	<b>1,060.00</b>	<b>1,060.00</b>
Insurance-HOA Liability	0.00		576.00	550.00	550.00
Insurance, D&O	0.00		2,445.00	1,750.00	1,750.00
Lawn Maintenance	0.00	250.00	2,208.35	2,500.00	2,500.00
Legal-Attorney Fees	0.00	0.00	400.00	1,000.00	1,000.00
Mailings	84.00	40.00	303.72	100.00	100.00
Misc	0.00	0.00	0.00	0.00	0.00

**Saddleridge Property Owners Association**  
**Profit & Loss Budget Performance**  
December 2013

	<u>Dec 13</u>	<u>Budget</u>	<u>Jan - Dec 13</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Miscellaneous</b>					
<b>ACC Office Supplies</b>	0.00		0.00	100.00	100.00
<b>Copying</b>	0.00	25.00	0.00	50.00	50.00
<b>Gifts</b>	0.00		0.00	0.00	0.00
<b>Legal Records</b>	26.00		116.00	50.00	50.00
<b>Office Supplies</b>	0.00	25.00	0.00	50.00	50.00
<b>Plaque</b>	0.00	0.00	0.00	0.00	0.00
<b>Printer Cart.</b>	0.00		0.00	100.00	100.00
<b>Software</b>	0.00	0.00	0.00	280.00	280.00
<b>Website Hosting Fee</b>	0.00	0.00	119.40	120.00	120.00
<b>Total Miscellaneous</b>	<u>26.00</u>	<u>50.00</u>	<u>235.40</u>	<u>750.00</u>	<u>750.00</u>
<b>Neighborhood Watch</b>	0.00		0.00	0.00	0.00
<b>PEC Electricity</b>	0.00	175.00	1,674.35	2,000.00	2,000.00
<b>Taxes</b>	0.00		1,736.72	1,800.00	1,800.00
<b>Webpage Fees</b>	0.00		0.00	0.00	0.00
<b>Total Expense</b>	<u>359.73</u>	<u>935.00</u>	<u>15,065.58</u>	<u>18,780.00</u>	<u>18,780.00</u>
<b>Net Income</b>	<u><u>4,409.80</u></u>	<u><u>7,045.00</u></u>	<u><u>4,149.90</u></u>	<u><u>2,660.00</u></u>	<u><u>2,660.00</u></u>

**Saddleridge Property Owners Association  
2014 Budget Worksheet  
Proposed January 20, 2014**

	<u>Proposed 2014</u>	<u>Actual</u>	<u>2013</u>
	<u>Annual Budget</u>	<u>YE 2013</u>	<u>Annual Budget</u>
<b>Income</b>			
Clubhouse Usage Fee	500	400.00	500
HOA Dues Collected	19,580	16,509.00	19,580
Interest Earned	250	223.36	360
Interest Fees	100	83.12	
Transfer Fees	500	900.00	500
Resale Certificate Fees	500	1,100.00	500
<b>Total Income</b>	<b>21,430</b>	<b>19,215.48</b>	<b>21,440.00</b>
<b>Expense</b>			
<b>Accounting</b>			
Accounting-Bookkeeper	2,100	2,010.00	1,920.00
Accounting-CPA	0	0.00	175.00
<b>Total Accounting</b>	<b>2,100</b>	<b>2,010.00</b>	<b>2,095.00</b>
Annual Septic Contract	250	225.00	250.00
<b>Bank Charges</b>			
Check Printing	75	0.00	75.00
Safe Deposit Box	40	40.00	40.00
Service charges	0	0.00	0.00
<b>Total Bank Charges</b>	<b>115</b>	<b>40.00</b>	<b>115.00</b>
<b>Clubhouse Expenses</b>			
Cleaning	600	595.00	600
Cleaning Supplies	100	0.00	100
Clubhouse Furnishings	200	0.00	200
Clubhouse insurance	375	360.00	375
Clubhouse Outside Lighting	50	0.00	50
Entrance Sign		0.00	
Heating and AC	150	131.73	150
Lighting	50	0.00	50
Maintenance Labor	400	350.00	400
Misc	0	4.00	0
Pest Control	420	411.32	420
Plumbing Repairs	250	6.78	250
Repairs	500	0.00	500
Trash	350	340.88	340
Water softener monthly maintain	300	275.40	300
Wellhouse Expenses	100	0.00	100
<b>Total Clubhouse Expenses</b>	<b>3,845.00</b>	<b>2,475.11</b>	<b>3,835.00</b>
Dues and Subscriptions	25	0.00	25.00
<b>Food for Saddleridge Meetings</b>			
Food for Annual BBQ	550	462.90	550.00
Neighborhood Watch	400	273.03	400.00
<b>Total Food for Saddleridge Meetings</b>	<b>950.00</b>	<b>735.93</b>	<b>950.00</b>
<b>Improvements</b>			
<b>Landscaping</b>			
Entrance	400	0.00	400.00
Lighting	200	0.00	200.00
Plants	360	0.00	360.00



**Saddleridge Property Owners Association  
2014 Budget Worksheet  
Proposed January 20, 2014**

	<u>Proposed 2014</u>	<u>Actual</u>	<u>2013</u>
	<u>Annual Budget</u>	<u>YE 2013</u>	<u>Annual Budget</u>
Total Landscaping	960.00	0.00	960.00
Other		0.00	
Wellhouse Improvements	100	0.00	100.00
<b>Total Improvements</b>	<b>1,060.00</b>	<b>0.00</b>	<b>1,060.00</b>
Insurance-HOA Liability	600	576.00	550
Insurance, D&O	2,500	2,445.00	1,750
Lawn Maintenance	2,300	2,208.35	2,500
Legal-Attorney Fees	1,000	400.00	1,000
Mailings	250	303.72	100
Misc	0	0.00	0
Miscellaneous			
ACC Office Supplies	100	0.00	100
Copying	50	0.00	50
Gifts		0.00	
Legal Records	50	116.00	50
Office Supplies	50	0.00	50
Plaque		0.00	
Printer Cart.	100	0.00	100
Software	280	0.00	280
Website Hosting Fee	120	119.40	120
Miscellaneous - Other		0.00	
<b>Total Miscellaneous</b>	<b>750.00</b>	<b>235.40</b>	<b>750.00</b>
Neighborhood Watch		0.00	
PEC Electricity	2,000	1,674.35	2,000.00
Taxes	1,800	1,736.72	1,800.00
<b>Total Expense</b>	<b>19,545.00</b>	<b>15,065.58</b>	<b>18,780.00</b>
<b>Net Income</b>	<b>1,885.00</b>	<b>4,149.90</b>	<b>2,660.00</b>



## COMMITTEE ACTIVITY REPORT

Date: January 2014

### Architectural Committee

Chairperson: Rick Cardenas 847-7363

Swimming pool approval for the Moore's at 311 Arrowhead Pass.

### Maintenance Committee

Chairperson: Open (Bo Garrett & George Graham filling in)

Nothing to report.

### Landscape Committee

Chairperson: Ron Steel 392-0542

Nothing to report.

### Clubhouse Committee

Chairperson: Brenda Musselwhite 512-722-3404

Nothing to report.

### Neighborhood Committee

Chairperson: Cecil Gibson 847 0207

Nothing to report.

### Website Committee

Chairperson: Joe Williams 847 0390

The [www.saddleridge.com](http://www.saddleridge.com) website was moved from one hosting server to a different hosting server in mid-December. This also required the email addresses that are forwarded for the Board of Directors to be re-established on the new server. There was initial concern that this could impact our use of the email addresses. However, the hosting service was able to move everything successfully with no impact. The move was completed and everything is operational on the new servers.

[www.nextdoor.com](http://www.nextdoor.com) initiated, initial invites sent to about 10 people, and now have 75 people subscribed; with daily use by many of the subscribers. This site accomplishes almost everything for which we were considering enhancements to the Saddleridge website, and it's free.

### Nomination Committee

Chairperson: Open

### Property Owners Committee

Chairperson: Francis Savage 847 0955

Did not report.