

**Unapproved Annual Meeting Minutes**  
**Saddlebrook Estates Homeowners Association, Inc.**  
**2.25.2025**

Name	Title	Present
Jonathan Godwin	President	N
Dustin Warren	Vice President	Y
Ron Corcoran	Secretary	Y

**Present from Essex Association Management, L.P.:**

Sean Corcoran, Vice President of Essex Association Management, L.P  
Dean McSherry, Community Association Manager  
Victor Corcoran, Assistant Association Manager  
Christina Duarte, Administrative Assistant  
Essex Support Staff

**Meeting Type and Location:**

Annual Meeting  
In- Person Meeting  
Waxahachie Civic Center  
2000 Civic Center Lane, Waxahachie TX 75165  
February 25, 2025 @ 6:00 pm

**Meeting called to order at 6:05 pm.**

**Introductions:** Dean McSherry gave introductions to the Board of Directors and Essex Association Representatives.

**Proof of Notice:**

Dean McSherry presented the proof of Notice for the Annual Meeting Minutes that was sent to homeowners via mail and email.

**Review and Approve the 2023 Annual Meeting Minutes:**

Dean McSherry motioned to approve, Dustin motioned to approve and Ron seconded the motion. All in favor, motion so carried.

**Financial Review:**

Dean reviewed the December 2024 Balance Sheet Report and Income Statement Summary explaining what each line item consists of and any significant variances. With no questions from BOD, Financials approved. Dustin motioned and Ron seconded, with the majority in favor motion so carried.

**Board & Community Updates:**

Victor reviewed and discussed the following:

**2024 Projects**

# Unapproved Annual Meeting Minutes

## Saddlebrook Estates Homeowners Association, Inc.

2.25.2025

- Installation of new monument lighting at Pimlico
- Playground safety repairs and enhancements
- Saratoga drainage gate installation
- Pond mowing and maintenance near Thoroughbred & Paddock
- Pool house repairs and preparation work
- Replacement of two splash pad pumps
- Quarterly streetlight inspections
- Replacement of entrance flags
- Community events

### Compliance Overview & Fining Policy

The total number of violations (876) with the date range being from January 1<sup>st</sup>, 2024, to December 31<sup>st</sup>, 2024. The top three (3) violations; Lawn Maintenance with (672), Landscaping with (125), and Trash containers with (105).

### Web Submissions:

Dean presented the communities community web submission charts with the date range January 1<sup>st</sup>, 2024, to December 31<sup>st</sup>, 2024.

Dean reviewed **What Your Assessments Pay For**, clarified **The Role of Essex Association Management, L.P** and explained all relevant points.

### Q&A Session

Q1: Light not working

A: Submit a web submission through the website, as it is the best way to report the issue.

Q2: Right side of monument lighting at Pimlico not working

A: Victor will take care of this issue.

Q3: Receiving violation notices late by mail; can they be sent by email instead for quicker responses?

A: State code requires notices to be sent by mail. Although legislation may change in the future, the association is considering implementing new software (Town Square) to improve timeliness.

Q4: Trash dumping and broken trees around Silverblaze by builders; can it be cleaned, and can builders be charged for damages?

A: A dedicated department handles holding builders accountable for damages. For cleaning, the porter company is responsible. The association is currently bidding for new porter services.

Q5: Can a plat map reflecting the new section under construction be posted?

A: The existing plat map will be posted, and a more comprehensive version is being developed.

Q6: Pool maintenance concerns – Can someone be hired to clean and maintain it regularly?

A: The association is actively seeking a new pool maintenance company to prevent last year's issues of dirty conditions during the summer.

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Action Items

- **Reserve Study:** Conduct a reserve study.
- **Oncor Contact Information:** Post Oncor's contact info on the website for community access.
- **Tree Resolution:** Address and finalize the tree resolution.

With no other business to discuss Dean called for motion to adjourn the open meeting at 7:11 pm.

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Signature of Secretary or Board President

Date

**Minutes Prepared by: Gabi Ondziel**, Essex Association Management, L.P., On behalf of Saddlebrook Estates Homeowners Association, Inc.