

**SWEETWATER RANCH HOA**  
**BOARD MINUTES**  
**December 20, 2022**

**CALL TO ORDER:**

Mary Wright called the meeting to order at 6:09 p.m. The Board meeting took place by conference call. Present were board members Victor Delgado, Dana Ousley, Mike Lawhorn, Mary Wright and Wes Jackson who joined the call during the Treasurer's report. Connie and Brent Truitt, Frank Miner, Billy and Mary Weaver, Pat and Laura Kennemore, Shirley Padgett, Linda Denning, and Lynne and Charles Russell also joined the call. A quorum was established in order for a board meeting to take place.

**Reading of Minutes**

The October 2022 Board minutes had not been received by all of the Board Members. Wes Jackson had received the minutes from LaShay Williams in November, and he forwarded them to the Board during the meeting. The Board will review the October Board minutes with the December Board minutes in the next Board meeting and will proceed with approvals and distribution.

**Treasurer's Report**

**SWEETWATER RANCH HOMEOWNERS' ASSOCIATION**  
**Treasurer's Report as of Dec. 18, 2022 for December Board Meeting**

BEGINNING BALANCE 12/31/2021:	\$ 43,517.79
DEPOSITS since 12/31/2021	\$ 34,136.33
CASH EXPENSES 12/31/2021-12/18/2022 (utilities, USPO, dock, sympathy, insurance, mower, sprinkler, road)	<u>\$ 16,043.98</u>
<b>Checking Account Balance</b>	<b>\$ 61,610.14</b>

I have received and deposited \$25,567 in dues since Dec 31, 2021. Total 2022 dues collected to date are \$37,675. Total 2022 dues collected in December 2021 of \$12,300 were included in the "Treasurer's Report for Board Meeting December 2021". Lot 75A overpaid and suggested that the overpayment of \$25 be booked as a donation for the roads. We received a road repair building fee of \$1,200 for Lot 93.

Total unpaid dues for 2022 are \$2,550 and include \$1,275 of dues for three lots which already have a lien. Total delinquent dues for 2021 are \$2,200 and include \$1,275 for the three lots which have liens for multiple years. It appears that only the lots with liens are still outstanding for 2020. The liens on Lots 54 and Lots 67 were collected and released in 2022. Fee notices from prior years (2021 and 2022) were included in the annual 2023 fee notice letters for those lots that are still outstanding.

Both insurance policies have been paid for a total of \$2,174. Some of the mowing, mowing repairs, and spraying bills have been paid in the amounts of \$7,194. We are awaiting the invoice for the most recent mowing repair conducted in December.

After the water was turned back on, we had one month of normal water bills but both the bills being paid in July through December are greater than \$100 each. We need to attempt to locate the leak.

Dock repairs and sprinkler repairs have been made in the amounts of \$1,216 and \$718, respectively. As of December 18, we have spent in excess of the budget \$609 for these two repairs but we still have \$1,200 in the budget for any other maintenance repairs that might need to be made, such as the mower and the sprinkler system.

I did receive the inspection report from TRWD and Mike Lawhorn did receive the signs needed to be posted on the dock regarding electric hazard. Once we send pictures of these posted signs the certificate will be issued.

A preliminary budget has been created using the actual and budgeted items from the 2022 budget. I have increased the budget for the road to \$41,650 using the amount for roads not spent of \$19,806 in the 2022 budget. The expenses for 2023 will be larger than the receipts by \$25,280 but there is a surplus of \$30,212 from 2022 from liens collected and from road expenses not used. The estimated ending cash for 2023 would be \$36,330.

Please review the attached financials for more details.

I have not booked the receivables from previous liens into the accounting software. I have updated these liens at the courthouse to include through 2022 amounts due. I do not want to overstate our capital balance for the receivables from previous years that do not have a probable expectation of receipt before selling of the property.

Sincerely,

Dana Ousley  
Treasurer

Dana Ousley also reported that she needs updated contact information for Jackson Leisure Properties regarding Lot 53. She has not been able to contact them regarding their lien and outstanding dues. All other liens and delinquent dues that are outstanding were mailed notices with the annual 2023 notice letters. All outstanding liens will be updated and filed prior to the January annual meeting. Federal and franchise tax returns will also be finished prior to the January meeting. We need a new treasurer for 2023.

Dana reviewed the proposed 2023 budget. Prior year budget or updated expenditure information was used to prepare the budget. There are still questions on the water bill, it was normal for two months and then went back up. It needs to be investigated. Dana believes it is the sprinkler and budgeted for the higher amount for 2023. She rounded slightly up for insurance and asked Wes if \$5,250 was a good budget for legal expenses. Wes confirmed that amount is acceptable for now. Excess funding was placed in the budget for the roads. The 2023 budget as Dana proposed will be presented at the January annual meeting.

Wes asked Dana if she had been able to contact Lot 89 about outstanding fees. Dana has not contacted them recently. From her notes, she said it appeared they would sell in the summer, but the sale did not go through. We need to contact them regarding their outstanding dues and lien and continue to update the contact list so that all notices can be sent out.

We still need pictures of signs by the dock. Mike Lawhorn will take the pictures and send them to Dana so that we can complete the process and get our TRWD certificate.

Mike Lawhorn made a motion to approve the Treasurer's Report, update on unpaid dues/current liens and the proposed 2023 SWR budget. Mary Wright seconded the motion.

## **Architectural Control Committee Report**

Linda Denning provided the report. No plans have been submitted since the last Board meeting on October 18<sup>th</sup>. The committee will review a plan for solar panels at 225 Jackson Circle tomorrow morning. No formal approval is needed, she is providing as an FYI. Lot 47 house is under construction and should be completed by the first of the year. Lot 107 barn has been painted to match the house. Lot 93 house is under construction.

Lot 48 plan will not be completed because the lot was sold. This is the first time a plan was submitted, but the house will not be built. Linda asked if she could archive the plan and take it off the roll for reporting to the Board. There was discussion on how long the plan should be retained. It was agreed that there will be an agenda item added for discussion at the January annual meeting regarding the retention period of house plans and protocol for plans that were submitted but will not be built.

## **Road Committee Report**

Victor Delgado apologized for missing the last Board meeting and reported that there had been no road repair activity in the last two to three months. The roads continue to deteriorate. Some of the road fixes held and some did not. Road repairs will begin again in February or early Spring when the temperatures get warmer for patching. Further road plans will be discussed at that time.

## **Annual HOA Meeting Discussion**

Linda Denning asked if we could invite the Commissioner to our meeting to discuss paving the entrance to Sweetwater Ranch, specifically the quarter mile of road between CR 3240 and CR 3280. Wes said he would call the Commissioner and invite him to the meeting.

Lynne Russell had been in contact with the Commissioner regarding the roads. Prior plans to use recycled shingles to pave the road had been canceled when the company that was going to do the paving went bankrupt. Lynne's latest discussion indicated that the Commissioner wanted to commit new funds at the first of the year for paving the road. It was agreed that Lynne will send Wes all of her information and Wes will contact the Commissioner to discuss and invite him to the meeting.

Mary Wright reserved the library meeting room from 10:30 – 12:30. We will have a half hour to set up before the meeting. Mary will contact the library to extend the reserved meeting time to allow more time for discussion with the Commissioner if he agrees to be present.

The annual meeting notice along with the proposed agenda items were mailed by Dana with the HOA Fee Notices. A proxy form was also included.

Further meeting preparation is forthcoming.

## **2023 SWR HOA Board Members discussion/action**

LaShay Williams resigned as secretary because they sold their lot in Sweetwater Ranch. Mary Wright needs to formally send a notification to Wes to put her name in for consideration as secretary and she will arrange a time with Wes to pick up the secretary files.

Dana will be vacating the treasury position after completing her 2-year term. She said that she had converted files to Quickbooks, but they can easily be converted back to Excel for anyone that takes over the treasurer position. The treasurer is the only Board member that has access to the HOA post office box and is responsible for picking up the mail.

We need to fill the Treasurer and Member At-Large positions. Everyone else will serve through 2023.

Victor asked how the selection of Board members is handled. Wes should be contacted formally to put your name in for consideration and there will be discussion at the annual meeting. A vote will take place if a quorum is present. If there is no quorum, a vote will take place in a meeting held right after the annual meeting by the Board members and they will bring in the new members.

### **New Business**

**NextLink Update** - Wes Jackson gave an update. NextLink has been testing the system and is going into Phase 2 of testing. Two residents will volunteer to try the system and take it to the limits for a seven day period. Wes provided a list of current residents and addresses for NextLink to request volunteers and to advertise their prices. After the testing is completed, NextLink will start hooking up residents that have signed up in advance.

NextLink moved the electric breaker box from Lot 1 to the easement and the power is up and running with the new box. The old box needs to be removed, and if NextLink doesn't handle it, Wes will remove it.

Victor asked about damage to the culverts that is interfering with mowing. NextLink is waiting for the ground to dry out before they fix the ruts.

**Status of Attorney to Review SWR Covenants and ByLaws** - Wes has been contacting the attorney on a weekly basis and has continually been told they are working on a draft. Since it has been several months, Wes is going to set a deadline, and if we have not received anything by the deadline, we will move on to another HOA attorney.

**Status of Management Certificate for HOA** – Wes visited the county offices and found out that the source documents were online. He asked LaShay Williams to complete the required forms. He will follow up with LaShay and if they are not complete, Wes or Mary will take care of it.

**Recap** – Mary Wright provided a high-level recap of the meeting with detailed minutes to follow.

**Adjourn** – Mary Wright made a motion for the Board Meeting to be adjourned at approximately 7:05 p.m. and motion was seconded by Mike Lawhorn.