

**SWEETWATER RANCH HOA
BOARD MINUTES
December 19, 2023**

Call Meeting to Order:

Wes Jackson called the meeting to order at 6:01 p.m. The board meeting took place by conference call. Present were board members Wes Jackson, Victor Delgado, Mary Wright, Mike Lawhorn and Jaime Pulaski. Cathy Reed, Debra Pulaski, Barbara Long, Dan Williams and Latrica Rich also joined the call. A quorum was established for a board meeting to take place.

Approve minutes of 10-17-23 Board Meeting:

The minutes had been reviewed by the Board prior to the meeting. Minutes were approved. Victor Delgado made a motion to approve the minutes, and Cathy Reed seconded the motion.

Treasurer's Report:

**SWEETWATER RANCH HOMEOWNERS' ASSOCIATION
Treasurer's Report for Board Meeting Dec. 19th, 2023**

BEGINNING BALANCE 10/01/2023 Vera Accounts: General, Road/CD	\$61,015.72
DEPOSITS 10/01/2023-11/30/2023	\$ 965.00
BANK CREDIT FOR REVERSED FEES	\$ 32.00
EXPENSES 10/01/2023-11/30/2023	\$12,589.04
ENDING BANK BALANCE 11/30/23 Vera General, Road and CD accounts)	<u>\$49,423.68</u>
Expenses paid in December 2023	\$ 86.00
Deposits in December 2023	\$ 6,820.00
Current HOA Bank Balance 10/16/23	\$ 56,157.68 ⁽¹⁾

Account Summary as of 12/19/23

Vera Bank Accounts:

HOA General Account	\$26,532.30
HOA Road Account	<u>\$29,625.38</u> (includes a \$20,000.00 CD Matures Feb 4 th 2024)
Current HOA Bank Balance	\$56,157.68 ⁽¹⁾

2023 Delinquent Dues plus penalties \$3,272.50 Liens will be filed by January 15th, 2024
Total Delinquent Dues plus penalties/compounded Interest for years 2008-2023 \$25,564.23
2024 HOA Membership Annual Dues notice sent. Total 2024 amount \$40,050.00
2024 HOA Dues received as of Dec 19th, 2023 \$6,675.00

Delinquent lot owners have been notified numerous times in 2023 and were sent notice with the total amount due including 2024 on November 30th 2023.

Respectfully submitted,

Cathy Reed
12/19/2023

Cathy Reed reviewed the contents of her report. Dues notices for 2024 were sent out and dues are coming in. She made good progress with clearing 2023 delinquent dues. An action plan needs to be discussed to address the few lots that have several years of past dues and respective liens. 2024 dues should be mostly collected by March or April. She will make sure liens are up to date and filed for lots that are currently for sale. Victor asked about the \$12k in expenses. Does it include the expenses for the culverts? Cathy confirmed the culverts and some of the road repairs make up most of the expenses. Mike Lawhorn made a motion to approve the Treasurer's Report, and Jaime Pulaski seconded the motion.

Cathy Reed requested to be removed as signor for the Sweetwater Ranch HOA General Account and the Sweetwater Ranch HOA Road Account at Vera Bank since she is no longer the Treasurer for the HOA. Wes Jackson and Mary Wright will remain as signors for both of the HOA accounts at Vera Bank. Mary Wright made a motion to remove Cathy Reed as a signor on the Sweetwater Ranch HOA General and Road Accounts and to confirm Mary Wright and Wes Jackson will remain as signors on both accounts. Wes Jackson seconded the motion.

Architectural Control Committee Report

Linda Denning was not able to attend the meeting, but she sent a text message that was read by Wes Jackson. "Ongoing: Lot 71 – Sombrilla Ln – house construction. New: Lot 30 – Sweetwater Trail – clearing trees to start house construction, should have plans in about 3 weeks. Lot owner, Javier, informed me in a phone conversation today." Wes also mentioned that Linda asked in her message if everyone was aware of the mobile home park that is going in at the SECR 3240 and SECR 3250 intersection. We will discuss that further during new business. Victor Delgado commented that the pad at Lot 30 had already started with truckloads of dirt being brought in. Wes will inform Linda about it.

Road Committee Report

Victor Delgado reported that there had been no road repairs since the last meeting. Victor sent out two documents to the Board for their review and consideration. The first document was a 6-year plan to tackle the roads. While Wes had requested a 5-year plan, Victor indicated we need 6 years to address the roads

with the resources that we have. He asked if the Board had any questions on this plan. No one had questions. Jaime Pulaski mentioned that he had property in the Shores and their HOA was going to become bankrupt due to the money required to repair their roads. A special assessment fee of \$400 was voted on and charged to assist with their road efforts. He thought we may want to consider doing something similar. He is also concerned about how the older road repairs are deteriorating. Jaime asked that homeowners be asked to avoid driving over potholes, especially when wet, because it further damages the roads.

Cathy reported that there is \$55k in the road account that can be used to assist with the problem. She also mentioned the prior increase that was designated for road repairs. Victor plans to bring this plan to the annual meeting so everyone is aware of the long-term plan and proposal. The second document Victor sent to the Board was a detailed proposed plan for next year's road repairs. Arrowhead Point needs 900 linear foot of repair that is 20 to 22 feet wide. He proposes using asphalt millings to address the road and then cover it with hot mix a few years later. He spoke with Jeff Schwenk to see if he could possibly help with some additional funding. \$16 to \$18K more is needed to put the hot mix down now. He will continue his discussion with Jeff Schwenk. He also mentioned hot mix repairs on the corner of Sombrilla and Jackson Circle that is included in the 2024 plan.

Wes Jackson indicated we would hopefully have a quorum at the annual meeting to discuss/approve a special assessment for the roads. He ask Mary Wright to send out an email asking homeowners to try to avoid potholes, especially when wet.

Victor would like to install two speed bumps on Sweetwater Trail. Wes mentioned other roads also have speeding problems, such as Jackson Circle, etc... Victor said the speed bumps would be 20 ft long and 14 inches wide. Each speed bump requires two 10 ft sections at a cost of \$229 per section (about \$460 per speed bump), for a total of \$920. He would also install signs regarding the speed bumps which would bring the project total to approximately \$1200. No vote was made on this project proposal, but Wes asked Cathy Reed to take a look at it for future budget consideration.

Annual HOA Meeting Discussion

Outstanding items from 2023 annual meeting - Mary Wright led the discussion. She prepared an action item action list after the last annual meeting that had been distributed to Board members with about 20 items on it. While good progress had been made, we still need to hire an attorney to update the by-laws and covenants. While 40% attendance at the annual meeting is needed for a quorum, 66 2/3% is needed to update the by-laws and covenants. Mary also noted that the burn ban poster had been made, but it had not been posted. Mary also indicated we had not contacted the Commissioner's Court regarding paving CR 3240.

Key items completed by Board in 2023 – Mary Wright indicated from her list that major road repairs had been accomplished, there had been due diligence in addressing lot mowing, an estimate had been prepared for installing a gate with code at the front entrance. Mary will put together a list of Board accomplishments to share at the Annual Meeting along with items we are still working on. She will share with Board members for feedback prior to the annual meeting.

HOA dues for combined lots – Mary Wright indicated we needed to have an attorney address the issue of dues for combined lots, especially allowing some owners to be grandfathered and pay for one lot while others are paying for the lots as originally platted. Mary stressed that regardless if lots had been combined, we still have the maintenance, such as mowing and road repairs for the same amount of property and related expense. Combining is useful for homesteading purposes, but she was concerned about reduced fees for the HOA. She had contacted an attorney and did not get a response. She raised it as a subject for the upcoming annual meeting.

There was discussion about several of the items. Wes expressed frustration in trying to hire an attorney to update our by-laws and covenants, but he has a lead for an attorney in Dallas and is following up. He wants to try to address the 66 2/3% requirement by getting enough proxies to vote in the Annual Meeting. Wes will look at another alternative to post the burn ban poster since the ground is so hard when it is dry. Regarding attending the Commissioner's Court meetings, Wes said it was difficult for him to attend the meetings due to work. They meet in the county courthouse the 2nd and 4th Monday of each month at 10 a.m. Cathy Reed said there was a special meeting on Thursday, Dec. 21st at 10 a.m. to address the mobile home park at the intersection of CR 3240 and 3250 and you do not have to be on the agenda to speak. Wes had previously talked with Debra Pulaski about the Commissioners meetings to address paving CR 3240 and asked if she could attend the meeting(s) and possibly get others to attend the meetings as well. Debra said she would attend and coordinate for these meetings.

Annual Meeting Agenda and Email Reminder – Mary Wright noted that she had mailed out the Annual Meeting notices at the end of November, and the notice is broad enough to serve as our agenda. She will send out an email reminder about a week before the annual meeting along with a proxy form for those that cannot attend. Regarding proxies, Wes asked that the Board members contact homeowners to try to get to the 66 2/3%. Cathy will share a list of proxies that have come in already. Mary will send out the updated contact list and Wes will prepare assignments for Board members to contact homeowners.

2024 SWR HOA Board members discussion/action

Mary Wright clarified that Board member terms were expiring and we will need to address it at the annual meeting. Wes Jackson (President), Victor Delgado (Vice President), and Mike Lawhorn (Member at Large) have terms that expire at the end of 2023. The Treasurer position is vacant. These positions will need to be filled and formally addressed at the annual meeting.

Mary Wright (Secretary) and Jamie Pulaski (Member at Large) have terms that expire at the end of 2024.

Mary asked about the 2024 budget as it was not discussed during the Treasurer's Report. Cathy has been working up the budget for review and asked Wes about the speed bumps and the special assessment and how to address it. She also mentioned the gate if we decide to do it. Wes asked Cathy to forecast the budget with a Plan A and a Plan B with a road assessment.

Victor mentioned Mary's proposal of having a list of Board accomplishments, like a progress report of what has been done and what is still in progress. He has some highlights he would like to share.

New Business

Wes Jackson said there were several new business items that had already been addressed such as updating the by-laws and covenants and finding an attorney to assist, the proposal for the front gate being complete, setting up attendance for the County Commissioner's meeting on paving CR 3240 and addressing the proposed mobile home park at the intersection of CR 3240 and CR 3250, and considering a special assessment.

Jaime asked about updating the deed restrictions that are outdated. Wes said we will work through this when we hire the attorney.

Victor Delgado proposed increasing home owner dues by \$75. One lot would be \$500, additional lot(s) would be \$375. He also reiterated the proposal of considering a special assessment as mentioned by Jaime for road repairs and stated that the \$75 increase could be put in place by the Board and that the assessment

will be harder to implement due to the 66 2/3% attendance requirement. The later will give us results much faster.

Victor asked if Mary Wright could email approved Board minutes to homeowners to keep them informed. While the minutes are posted on the HOA's website, it couldn't hurt to let them know what we are working on. Mary agreed to start this new process.

Victor would like to purchase and plant four dwarf magnolia trees at the front entrance for a cost of about \$1,300. This request was not voted on by the Board, Wes asked Cathy Reed to add it to the budget for future consideration. Victor understands there are other pressing budget needs but wanted to bring it up for the minutes.

Victor also noted that he had purchased and installed the windsock at the boat ramp for a total cost of \$123.

Recap – Mary Wright provided a brief recap of the meeting.

Adjourn –Jaime Pulaski made a motion for the Board Meeting to be adjourned at 7:00 p.m. and the motion was seconded by Cathy Reed.