

Sweetwater Ranch Homeowners Association, Inc.
Board of Directors
Minutes of Bi-Monthly Meeting
February 20, 2024

The bi-monthly meeting of the Board of Directors of Sweetwater Ranch Homeowners Association, Inc. was held by conference call at 6pm on February 20, 2024.

Call to Order

Victor Delgado formally called the meeting to order at 6:01pm.

Roll Call

Board Members Present:

Victor Delgado, President arrived 5:57pm
Jaime Pulaski, Vice-President arrived 6pm
Barbara Stevens, Secretary arrived 5:50pm
Mary Lawhorn, Treasurer arrived 6pm
Thomas LaFrenz, Member-at-Large arrived 5:57pm

Others Present:

Wes Jackson arrived 5:53pm
Mary & Billy Weaver arrived 5:57pm
Linda Denning arrived 5:58pm
Cathy Reed arrived 5:59pm
Mike Lawhorn arrived 5:59pm
Mary Wright arrived 6pm
Charles Russell 6pm
Mary Jane Morris 6:04pm
Randall Davidson

A quorum was established for a board meeting to take place.

Opening Remarks

Victor Delgado welcomed everyone to the meeting.

He explained that the election of board members on January 27, 2024 was done as a group and should be done individually. To clear this matter up the floor was opened, and nominations were as follows:

Barbara Stevens nominated Victor Delgado for President, seconded by Mary Lawhorn.

The nomination was approved by unanimous vote. Tenure is 2024-25.

Victor Delgado nominated Jaime Pulaski for Vice-President, seconded by Thomas LaFrenz.

The nomination was approved by unanimous vote. Tenure is 2024.

Barbara Stevens nominated Mary Lawhorn for Treasurer, seconded by Victor Delgado.

The nomination was approved by unanimous vote. Tenure is 2024.

Victor Delgado nominated Barbara Stevens for Secretary, seconded by Mary Lawhorn.

The nomination was approved by unanimous vote. Tenure is 2024-25.

Victor Delgado nominated Thomas LaFrenz for Member-at-Large, seconded by Jaime Pulaski.

The nomination was approved by unanimous vote. Tenure is 2024-25.

Victor Delgado asked that it be noted that the original meeting date of February 13, 2024 was changed to February 20, 2024 to align with 3rd Tuesday of February as has been the norm.

Approval/Review of Minutes of Previous Meetings

HOA Board Meeting 12/19/2023

Motion to waive reading and approve was made by Barbara Stevens, seconded by Thomas LaFrenz.

Motion approved unanimously.

HOA Board Meeting 1/27/2024

Motion to waive reading and approve was made by Victor Delgado, seconded by Jaime Pulaski.

Motion approved unanimously.

Annual Meeting 1/27/2024 – This was to review the minutes before a draft was posted to the SWR HOA website.

Motion to approve the minutes to be posted in draft format was proposed by Jaime Pulaski, seconded by Mary Lawhorn. Proposal approved by unanimous vote.

Treasurer’s Report

Mary Lawhorn read the Treasurer's Report and answered questions. Mary said she had not received a bill for the fidelity bond. Cathy Reed, former Treasurer, said it was a little early. Mary noted that there were a couple of dates that should be 2024 instead of 2023 and a note about the fidelity bond that needed to be added.

**SWEETWATER RANCH HOMEOWNERS’ ASSOCIATION
Treasurer’s Report for February 20, 2024**

VERA BANK SUMMARY

BEGINNING BALANCE 12/31/2023	\$59,432.68
Deposits as of 1/31/2024	\$16,825.00
Cash Expense as of 1/31/2024	\$ 233.62
Checking Account Balance	\$76,024.06

VERA Bank Accounts

SWR General Account as of 1/31/24	\$11,398.68
SWR Road Account as of 1/31/24	\$44,625.38
SWR CD Account as of 1/31/24	\$20,000.00 Matures Feb 4, 2024

Pending Income

2024 HOA Dues	
Outstanding for 2024	\$ 8,725.00
Not expected to be received	\$ 2,125.00
Dues expected to be paid	\$ 6,600.00
<u>2024 Budgeted Expenses</u>	\$67,590.00

2024 INCOME

- Jan 12, 2024 transferred \$35,233.62 from General Account to Road Account.
- HOA Fees - Since 1/31/24 received and deposited \$4,425.00.
- Total HOA Fees Collected to date \$31,200.00; The 2024 budgeted amount was \$39,925.00. 2024 HOA fees outstanding \$8,725.00 (This does not include Liens)
- Since 1/31/24 received and deposited \$1,225.00 Road fees plus \$250.71 interest from CD that matured 2/4/24. Cathy Reid transferred the CD plus interest earned into the road account on Feb 7, 2024. The \$20,000.00 was included in the bank beginning balance as of 12/31/2023, \$59,432.68.
- Prepared Lot 104 Payoff Letter in the amount of \$10,987.21 (Prior calculations were corrected to reflect the lien filed with the Navarro country in April 2023 for \$10,485.58 plus 2023 dues & interest \$467.5, filing fee \$26 and registered mail fee of \$8.13. Note 2024 dues were received in the amount of \$425. A copy of the letter was mailed to Mr. Bowie on Feb 6, 2024.

While calculations for the remaining lien updates have been completed, lien letters for the amounts due through December 31, 2023, need to be verified, updated and filed. This is delayed due to the Treasury transition taking place on Jan 31, 2024. In addition, we need to ensure liens being filled meet the updated HOA Laws that went into effect on Sept 1, 2023. The HOA Treasurer's goal is to prepare and file lien letters for all delinquent dues by the end of February 2024. Total due prior to 2024 \$24,488.79

EXPENSES

- Expense through Jan 31. 2024 \$233.62
- Received State Farm Insurance Policy for 2024. Payment will be made in March 2024, Insurance in 2023 was \$1,902 and increased in 2024 to \$2,266. This equates to a \$358 increase. Changes are increased value for Sign from \$4,900 to \$5,100 and the boat dock from \$16,600 to 17,300.00.
- Received Culvert Repair Invoice for \$1,000 Lot 45 paid in February 2024, paid on Feb 10, 2024.
- Received USPS PO Box invoice \$84. Price increased \$4 from 2023. Payment is due Feb 29, 2024.

Items to be completed in 2024:

File Liens for delinquent dues 2023 and prior.

File annual federal tax return and Texas franchise tax return.

Send out reminder letters to those who have not paid their 2024 dues.

Pay PO Box annual fee.

Fidelity Bond

Motion to approve Treasurer Report with minor changes was made by Barbara Stevens, seconded by Victor Delgado.

Approved by unanimous vote.

Architectural Control Committee Report

Linda Denning reported two new plans were approved. On January 23, 2024 plans for solar panels at 276 Jackson Circle, Wes and Fabi Jackson were approved. On February 2, 2024 plans for a 3,933 sq ft, 2 story home, 4 bedrooms, 4 baths, 3 car garage on Lot 30, Javier and Maribel Silva were approved. Construction is ongoing at Lot 71 on plans approved on July 12, 2023 for a 2 story, 2358 sq ft home, Jesse and Mary Wright.

Road Committee Report

Victor Delgado stated there was no new activity. He inspected the latest repairs and found some of the asphalt was failing. This may mean repairs in some areas and total re-do in smaller repairs. Depending on the weather, the plan is to start new repairs in April or May. Victor recommended using hot mix instead of the asphalt millings to repair Arrowhead Point. The additional cost to do that is approximately \$20,000 but this implies one effort vs. two. This is because the asphalt milling is a short term solution. After a discussion, there was no new action agreed to.

Discussion of Spring Activities Around Common Areas (Entrance and Boat Dock)

Victor Delgado cleaned and burned debris that has washed up on the launch pad and dock.

Randy Davidson agreed to cut the high brush and weeds in the dock area when he is doing work on his property this Saturday.

Mike Lawhorn will plant flowers at the entrance in mid to late March. Thomas LaFrenz will assist in whatever needs to be done.

Jaime Pulaski committed to power wash the stone signs at the front entrance.

Proposed Changes to HOA Covenants and By-Laws

Victor Delgado sent the Board Members some proposed changes to the covenants and by-laws prior to the meeting. He also sent a schedule with a timeline for making changes to the by-laws and covenants to Board Members. Victor Delgado said he was creating an Excel document for the membership before February 26 to solicit their proposals for changes. He will get with Barbara Stevens to send the email. There are some changes that are required by Texas law and will not be voted on.

Victor asked for a motion to adopt the timeline.

Jaime Pulaski made a motion to adopt the timeline, seconded by Mary Lawhorn.

Motion passed unanimously.

Victor plans to meet with a law firm via Zoom on February 21, 2024 to talk to them about how to coordinate the changes.

New Business

1. Mowing Contract – Service provider is Todd Foxworth – Contract is to mow all easements and common areas in the subdivision.
Motion was made to approve mowing contract by Jaime Pulaski, seconded by Mary Lawhorn.
Motion passed unanimously.
2. Herbicide Contract – Service provider is Dan Calani – Contract to spray herbicide easements and common areas in the subdivision.
Motion was made to approve the herbicide contract by Barbara Stevens, seconded by Jaime Pulaski.
Motion passed unanimously.
3. Sweetwater Ranch Homeowners Association Management Certification
Victor Delgado explained that the SWR HOA is not in compliance with this mandated requirement. Victor drafted the management certificate. The management certificate must be notarized and filed at the Navarro County Clerk's office and with the Texas Real Estate Commission. Victor Delgado will sign the management certificate and get it notarized. Mary Lawhorn will file it at the courthouse. Victor will file it with the Texas Real Estate Commission.
One piece of information that came from this discussion was the fact that we don't charge for a

Resale Certificate. Linda Denning stated that that most HOAs in the area do charge for the Resale Certificate. She suggested that we consider making a change to charge \$250 for a home and \$100 for a lot. Action is to add this to Covenant changes.

4. Articles of Incorporation for Sweetwater Ranch

Victor Delgado explained this document which he had downloaded from the Texas Secretary of State's web page. Victor asked for the document to be filed at the Navarro County Clerk's office and posted to the SWR HOA web page.

5. Engagement Agreement with Manning & Meyers Law Firm

Victor Delgado asked for a motion for approval for him to sign a service agreement with Manning & Meyers. Victor Delgado explained this service agreement and asked for a motion for approval for him to sign this service agreement with Manning & Meyers Law Firm. Board members asked Victor to wait to sign the engagement agreement until several questions can be answered to the Board's satisfaction. Board members asked to have a meeting with the entire Board present. Victor said he was unwilling to cancel the meeting scheduled for February 21, 2024 and invited Board Members to come to his house to participate in the meeting. Victor agreed not to sign the service agreement.

Adjourn

Motion to adjourn at 7:46pm was made by Victor Delgado, seconded by Mary Lawhorn.
Motion passed unanimously.

Submitted by:
Barbara Stevens
Secretary, SWR HOA
February 22, 2024