

Sweetwater Ranch Homeowners Association, Inc.
Board of Directors
Minutes of Bi-Monthly Meeting
April 16, 2024

The bi-monthly meeting of the Board of Directors of Sweetwater Ranch Homeowners Association, Inc. was held by conference call at 6pm on April 16, 2024.

Call to Order

Victor Delgado formally called the meeting to order at 6:00pm.

Roll Call

Board Members Present:

Victor Delgado, President arrived 5:57pm
Barbara Stevens, Interim Secretary arrived 5:48pm
Mary Lawhorn, Treasurer arrived 5:58pm
Thomas LaFrenz, Member-at-Large arrived 5:58pm

Others Present:

Wes Jackson arrived 5:55pm
Barbara Long arrived 5:56pm
Charles Russell arrived 5:58pm
Frank Minor arrived 5:58pm
Danny Williams arrived 5:59
Mike Lawhorn

Board Members Absent:

Jaime Pulaski

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

Opening Remarks

Victor Delgado welcomed everyone to the meeting and covered some meeting protocol.

Victor Delgado announced that Barbara Stevens had resigned as Secretary on April 14, 2024 after it was discovered that a recent regulation in the Texas Property Code, Section 209.00505c2, prohibits spouses from serving on the Board and Architectural Control Committee simultaneously. Dewey Stevens serves on the ACC. Victor will send a letter to all homeowners asking for volunteers for the Secretarial position. Barbara will continue to perform the duties of Secretary, without the right to vote, until a replacement is selected.

Approval/Review of Minutes of Previous Meetings

HOA Board Meeting 2/19/2024

Motion to waive reading and approve was made by Mary Lawhorn , seconded by Thomas LaFrenz.

Motion approved unanimously.

Before motions on the minutes of the Executive Sessions held on 2/7/2024 and 3/19/2224could be made, Wes Jackson stated that he wanted an oral reading of those meetings before a motion was made to approve the minutes. Barbara Stevens read the minutes of both meetings. The two Executive Board Meetings were to discuss the process of amending our governing documents. There was no further discussion.

Executive Session 2/27/2024

Motion to approve the minutes as read was made by Mary Lawhorn, seconded by Tom LaFrenz.
Motion approved unanimously.

Executive Session 3/19/2024

Motion to approve the minutes as read was made by Victor Delgado, seconded by Tom LaFrenz.
Motion approved unanimously.

Treasurer’s Report

Mary Lawhorn read the Treasurer's Report and answered questions. Mary noted that one keying error needed to be fixed. Since it was not a mathematical error, it was agreed that Barbara would correct the numbers in the official copy of the Treasurer’s Report (highlighted in yellow).

**SWEETWATER RANCH HOMEOWNERS’ ASSOCIATION
Treasurer’s Report for April 16, 2024**

VERA BANK SUMMARY

BEGINNING BALANCE 3/31/2024 \$76,024.06

Deposits as of 3/31/24 \$19,437.92

Cash Expense as of 3/31/2024 \$ 4,137.70

Checking Account Balance \$91,324.28

VERA Bank Accounts

SWR General Account as of 3/31/24 \$25,223.19

SWR Road Account as of 3/31/24 \$66,101.09

Pending Income

2024 HOA Dues

Outstanding for 2024 \$ 5,750.00

Not expected to be received \$ 2,125.00

Dues expected to be paid \$ 3,625.00

2024 Budgeted Expenses \$67,590.00

2024 Income

- CD matured and was transferred to road account in the amount of \$20,250.71 Feb 07, 2024.
- HOA Fees – Feb 1– March 31,2024 received and deposited \$19,437.92.
- Received Lot 6 (D’Silva) \$892.50 and was deposited on April 2, 2024
- Total HOA Fees Collected through April 2,2024 **\$34,642.50**; The 2024 budgeted amount was \$39,925.00. 2024 HOA fees outstanding \$5,750.00 (This does not include Leins and fees)

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. We need to ensure liens being filled meet the updated HOA Laws that went into effect on Sept 1, 2023 & Jan 2024. The HOA Treasurer's goal is to prepare and file lien letters for all delinquent dues by the end of April 2024. Total due prior to 2024 \$13,034.29.

EXPENSES

- Expense through March 31, 2024 \$4,137.70
- HOA Cell Phone Expense for period 10/16/2023 – 3/12/2024 \$89.51 (2024=\$50.34 and 2023=\$39.17) Reimbursement to Wes Jackson April 2024.

February & March Accomplishments:

Completed annual federal tax return and mailed on February 6, 2024.

Filed Franchise Tax 2024 Annual Public Information Report on February 29, 2024.

Paid PO Box Annual Fee on Feb 12, 2024.

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

Filed Management Certificate with Navarro County on March 1, 2024.

Paid State Farm Liability Insurance \$2,266.00

Paid Fidelity Bond \$376.03

Sent 14 delinquent notices for past due dues in February 16 & March 20, 2024.

Items to be completed in 2024:

File Liens for delinquent dues 2024 and prior.

Follow-up on reminder letters to those who have not paid their 2024 dues.

Architectural Control Committee Report

No one from the ACC was present to speak.

Road Committee Report

Victor Delgado stated there was no new activity. Victor removed rocks along the road easement on Sweetwater Trail to minimize risk of injury/damage to individuals, vehicles, and the Association's mower. Victor used the gravel to fill holes along Jackson Circle and Arrowhead Lane.

Security Committee Report

Wes Jackson said several homeowners had complained about hog damage. He asked that a letter be sent to residents to keep the grass mowed to prevent hogs and other vermin. Action to be taken: An email will be sent to all homeowners reminding them to mow regularly.

Status Report on Changes to HOA SWR Governing Documents

The decision from the last Executive Board meeting was to re-write our governing documents. Victor took this for action. Victor reported that he is re-writing the covenants using information from various sources such as other HOAs and templates found online. He is approximately 80-90% complete on his first draft. The plan is to update our governing documents and bring them into compliance with new changes in the law. The revised governing documents will be sent to all property owners for revision and suggestions before a voting action is taken. The revised governing documents will require a 67% approval of all property owners. Once approved the documents will be forwarded to an attorney specializing in HOA law for a legal review.

Old Business/Completed Actions

SWR Management Certificate. It was recorded at the Navarro County Clerk's Office, filed with the Texas Real Estate Commission (TREC) and posted on our website.

Articles of Incorporation have been posted on our website.

Mowing and Herbicide contracts were executed and filed.

Cleaning of Dock Area and Front Signs is done. Two recent storms brought a significant amount of debris to the dock area. All was cleared and burned on site with the exception of two sections of heavy boards from a damaged dock across the cove.

Easter decorations were put up by Mary Wright and Kathy Reeds. The Board offered their thanks for a job well done.

New Business

1. Consider approval to purchase 12 yards of fill for boat dock area. Approximately \$280
Action: Board did not want to pursue this item at this time.
2. Consider approval to purchase four additional 25 mph speed limit signs and two 10 ft. metal posts, required concrete and bolts. The approximate cost is \$250.
Action: Board did not want to pursue this item at this time.
3. Consider approval to amend the annual budget by adding \$10,000 to road repair fund.
Action: Board did not want to allocate more money to repairs this year until a better repair solution is found.
4. Consider approval to re-imburse Matt Hubbard the amount of \$545.32 for a 2-year cost of a hosting provider for the SWR website. Motion was made to reimburse Matt with the plan to create a website wholly owned by the SWR HOA in the next 2 years.
Motion to approve: Mary Lawhorn, Seconded by: Victor Delgado. Motion approved unanimously.
5. Discuss the need for a dedicated HOA cell phone.
Victor Delgado has the cell phone. The Board felt the phone provided a service to property owners.
Motion was made to keep the cell phone by Victor Delgado, seconded by Mary Lawhorn. Motion approved unanimously.
6. Victor Delgado discussed the timing of the front entrance sprinkler system. This was informational only so that Mary Lawhorn would be prepared for higher water bills during the summer months.

Adjourn

Motion to adjourn at 7:13pm was made by Victor Delgado, seconded by Tom LaFrenz.

Motion passed unanimously.

Submitted by:
Barbara Stevens
Secretary, SWR HOA
April 20, 2024