

**Sweetwater Ranch Homeowners Association, Inc.**  
**Board of Directors**  
**Minutes of Bi-Monthly Meeting**  
**June 18, 2024**

The bi-monthly meeting of the Board of Directors of Sweetwater Ranch Homeowners Association, Inc. was held by conference call at 6pm on June 18, 2024.

**Call to Order**

Barbara Long formally called the meeting to order at 6:05pm.

**Roll Call**

Board Members Present:

Barbara Long, President

Jaime Pulaski, Vice President

Barbara Stevens, Secretary

Mary Lawhorn, Treasurer

Thomas LaFrenz, Member-at-Large

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

Others Present:

Mike Lawhorn

Ashley Robbins

Michael Robbins

Danny Williams

Connie Kuehl

Wes Jackson

Fabi Jackson

Mary Jane Morris

Randy Davidson

Frank Miner

**Approval/Review of Minutes of Previous Meetings**

HOA Board Meeting 04.16.2024

Motion to waive reading and approve the minutes was made by Barbara Long, seconded by Barbara Stevens.

Motion approved unanimously.

Executive Session 05.08.2024

Motion to waive reading and approve the minutes was made by Barbara Stevens, seconded by Tom LaFrenz.

Motion approved unanimously.

Special Board Meeting 05.31.2024

Motion to waive reading and approve the minutes was made by Mary Lawhorn, seconded by Barbara Stevens.

Motion approved unanimously.

Post Board Meeting 05.31.2024

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

Motion approved unanimously.

**Treasurer's Report - Mary Lawhorn**

**SWEETWATER RANCH HOMEOWNERS' ASSOCIATION  
Treasurer's Report for June 18, 2024**

VERA BANK SUMMARY

BEGINNING BALANCE 3/31/2024		\$91,324.28
Deposits as of 5/31/24	\$ 2,267.50	
Cash Expense as of 5/31/2024	<u>\$ 421.03</u>	
Checking Account Balance		\$91,324.28

VERA Bank Accounts

SWR General Account as of 5/31/24	\$28,937.16
SWR Road Account as of 5/31/24	\$66,101.09

Pending Income

2024 HOA Dues	
Outstanding for 2024	\$ 2,850.00
Not expected to be received	\$ 850.00
Dues expected to be paid	\$ 2,000.00
<u>2024 Budgeted Expenses</u>	\$67,590.00

2024

**INCOME**

- HOA Fees – April 1– May 31, 2024 received and deposited \$2,267.50.
- Total HOA Fees Collected through May 31, 2024 \$37,242.50; The 2024 budgeted amount was \$39,925.00. 2024 HOA fees outstanding \$2,850.00 (This does not include Leins and fees)

**EXPENSES**

- Expense through May 31, 2024 \$5,192.35
- Mowing expense for April & May in the amount of \$1,617.28 was paid at end of May 2024 and will be included in June's expenses.

**April & May Accomplishments:**

- Liens filed on Lot 89 & 97 on April 30, 2024 with Navarro County.  
Note: Lot 97 made a partial payment of \$1,000 in May 2024 and committed to making monthly payments going forward. Lot 97 balance after partial payment was applied is \$6,091.91. The lien was filed prior to receipt of partial payment.
- Need updated contact information for Lot 5, Delinquent dues reminder letter sent certified letter with return receipt on April 25, 2024 and was returned, "Not delivered as address".
- Need updated information on Lot 53. I reached out to Robert Palacio when the reminder letter was returned, "Unable to Forward." Mr. Palacio texted me and said he has not owned the property in 20 years. Mr. Palacio stated that Jackson Leisure Financial owned the property. I sent a reminder letter to Jackson Leisure Financial stating what Mr. Palacio stated and requested years 21, 22, 23 dues & penalties plus 2024 dues be paid. I have not received a response.
- Sent 2024 delinquent dues reminder letter for Lot 42A & 43 on April 28, 2024.

- Sent 2024 delinquent dues reminder letter for Lot 88 on April 28, 2024.
- Sent delinquent dues reminder letter for Lot 94 on April 28, 2024.

Current Texas HOA Laws require a 30-day delinquent notification letter be sent regular mail or email. If no response after 30 days, send a second reminder via certified letter and wait an additional 90 days. If no response after 91<sup>st</sup> day, file the lien. These changes will be incorporated into the Sweet Water Ranch HOA updated Covenants & Deed Restrictions and the By Laws in 2024.

#### **Items to be completed in 2024:**

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

Motion to approve budget as reported was made by Barbara Stevens, seconded by Barbara Long. Motion carried unanimously.

#### **Architectural Control Committee Report**

Linda Denning was not present to speak. Her report read by Barbara Long was as follows:

I categorize the report into 3 areas: Approved Plans, Ongoing Construction and Completed Construction.

1. Approved Plans:

5/28/24

242 Jackson Circle (lot 93)

Thomas & Cecilia LaFrenz - storage building

2. Ongoing: Lot 30 Sweetwater Trail - Javier Silva - House Plans: 2 story 3933 sq ft house, 3 car garage, 4 bedroom, 4 bath

3. Completed:

Lot 71 Sombrilla - Jesse & Mary Wright - House Plans: 2 story 2358 sq ft house, 2 car garage w/ golf cart storage, 3 bedroom, 2.5 bath.

#### **Road Committee Report**

There is no Road Committee at this time. No work has been done due to the lack of a committee and the weather. Volunteers are needed in order for work to begin in July.

#### **Security Committee Report**

Wes Jackson said his concern right now is lots with high grass. The grass should be mowed before burn ban season. He is going to look around the community and determine which lots still have high grass.

That list will be sent to Barbara Stevens for sending out specific notices to those lot owners to mow by a date to be determined or the lots will be mowed at their expense.

#### **Welcoming Committee**

Frank and Penny Miner are the members of the committee. They would like to have other members join them on the committee. There were not volunteers at the meeting but anyone interested should contact Frank or Penny. It is a good way to meet your neighbors.

#### **Landscape Committee**

We need a committee chairman for this committee. Mike Lawhorn offered to help. Mike also is not sure who has the key to sprinkler control box. Barbara Long agreed to try to locate the key. Any work done at the front entrance or the dock area needs to be coordinated with Mike Lawhorn or anyone who is the chairman of the committee to avoid duplication of efforts.

### **Old Business**

Management Certificate was updated and refiled. This needed to be done because the certificate had Victor Delgado's contact information on it. The new version is not specific to any person and won't have to be refiled every time there is a change on the Board.

### **New Business**

1. A new member is needed on the ACC. Randy Davidson volunteered for the position. Barbara Stevens made a motion to approve Randy for the position, seconded by Thomas LaFrenz. Motion carried unanimously.
2. Volunteers for the Document Update Committee are Barbara Long, Barbara Stevens, Randy Davidson, and Mary Jane Morris. The essential, state required changes will be made and approved first, then a "Wishes and Desires" list will be developed for presentation to the membership. Randy suggested we use our official email account to facilitate this process. Barbara Stevens will be sending the email address and instructions shortly.
3. The Road Committee needs volunteers. Laura Kennemore had volunteered to chair the committee. (Unfortunately she has withdrawn her name since the meeting.) Mike Lawhorn volunteered to help. Jaime Pulaski will help with his equipment but must be scheduled in advance and he has limited openings. Thomas LaFrenz will help. The committee is in need of more volunteers if any road repairs are going to happen. Please call Barbara Long if you can volunteer or act as chairman/coordinator.
4. We have a two year agreement on the current website but the desire is to manage our own website so that we can have additional features such as a private login to view some documents, a newsletter, and other features. This is a look forward to be considered before our current situation is over.
5. There was a discussion over Resale Certificates. We have to prepare one every time a property is sold and we do not charge a fee. Most communities do. The maximum allowed by the State of Texas is \$375 and \$75 for any updated certificate. Barbara Stevens made a motion to begin charging a fee of \$375 for Resale Certificates and \$75 for any updated Resale Certificate, seconded by Thomas LaFrenz. The motion carried unanimously.
6. The dues structure was discussed. Due to increases in the cost of road repairs, it was necessary to implement an increase in dues. The increase would go into the road repairs bank account. The structure of the new dues will be based upon the original plat map and be \$500 annually for the first lot, \$350 annually for all other lots owned by the same person or entity. Any lots which have been re-platted prior to this date, will be grandfathered and pay all current and future assessments based upon the re-platted lot, unless the owner of such lot chooses to pay according to the original plat map. Barbara Long made the motion to approve the fee increase, seconded by Barbara Stevens. Motion carried unanimously.

### **Adjourn**

Motion to adjourn at 7:19 pm was made by Barbara Long, seconded by Barbara Stevens. Motion passed unanimously.

Submitted by:  
Barbara Stevens  
Secretary, SWR HOA  
June 18, 2024