

Sweetwater Ranch Homeowners Association, Inc.
Board of Directors
Minutes of Bi-Monthly Meeting
October 29, 2024

The bi-monthly meeting of the Board of Directors of Sweetwater Ranch Homeowners Association, Inc. was held by conference call at 6pm on October 29, 2024. This meeting was rescheduled from October 15, 2024 because proper notice was not given for the October 15, 2024 meeting.

Call to Order

Barbara Long formally called the meeting to order at 6:00 pm.

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:

Ashley & Michael Robbins
Mike Lawhorn
Danny Williams
Fabi Jackson
Frank Miner
Ronnie Sullins
Laura Kennemore
Charles Russell
Linda Denning
Cathy Reed
Matt Hubbard
Cecilia LaFrenz

Approval/Review of Minutes of Previous Meetings

HOA Board Meeting 08.20.2024

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

Motion approved unanimously.

Treasurer's Report – Mary Lawhorn

VERA BANK SUMMARY

BEGINNING BALANCE 7/31/2024	\$ 94,688.12
Deposits as of 9/30/24	\$ 15,585.28
Cash Expense as of 9/30/2024	<u>\$ 6,243.01</u>
Checking Account Balance	\$104,030.39

VERA Bank Accounts

SWR General Account as of 9/30/24	\$22,929.30
SWR Road Account as of 9/30/24	\$81,101.09

Pending Income

2024 HOA Dues

Outstanding for 2024	\$ 1,700.00
Not expected to be received	\$ 850.00
Dues expected to be paid	\$ 850.00

2024 Budgeted Expenses \$67,590.00

2024

INCOME

- HOA Fees – August 1– September 3,2024 received and deposited \$210.28. Lot 97 payment applied to previous years interest owed.
- Total HOA Fees Collected through September 30, 2024 \$38,392.50; The 2024 budgeted amount was \$39,925.00. 2024 HOA fees outstanding \$1,700.00 (This does not include Leins and fees)
- Resale Certificate – Lot 17 Received August 2024 and deposited \$375.
- Road Account Donation – Schwenk received August 2024 and deposited in the amount of \$15,000.

EXPENSES

- Expense through September 30,2024 \$6,243.01
- Mowing expense for August in the amount of \$1,480.
- HOA Mowed Lot's (1,65,88, 89, 54,55 & 56) after numerous requests to mow their own lots. The Expense for Mowing the lots was \$2,150. Lot 54 paid their invoice, but the check was made out to the mower instead of Sweetwater Ranch. Lot 54 requested I void the check and committed to reissue to Sweetwater Ranch HOA in the amount of \$200. No other lots have paid for the mowing. Letters were sent along with emails with the mowing invoices for each lot.

August & September Accomplishments:

- Note: Lot 97 made a partial payment of \$210.28 in September and committed to making monthly payments going forward. Lot 97 balance after partial payment was applied is \$5,656.63. The lien was filed prior to receipt of partial payment.
- 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 email for Lot 88 on September 27, 2024. Still awaiting payment.

- Sent delinquent dues reminder email for Lot 94 on September 27, 2024. Still awaiting payment.
- Letters were sent along with emails with the mowing invoices for each of the lots mowed by Sweetwater Ranch HOA.

Items to be completed in 2024:

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

June & July Accomplishments:

- Note: Lot 97 made a partial payment of \$100 in June and \$150 in July and committed to making monthly payments going forward. Lot 97 balance after partial payment was applied is \$5,841.51. The lien was filed prior to receipt of partial payment.
- 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 88 on April 28, 2024. Still awaiting payment.
- Sent delinquent dues reminder letter for Lot 94 on April 28, 2024. Still awaiting payment.

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 91st 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 Jaime Pulaski, seconded by Barbara Stevens.

Motion carried unanimously.

At this point in the call, several board members and call-in property owners were disconnected from the call. Board members and others returned to the call sporadically but a quorum of board members was present during all motions.

Architectural Control Committee Report – Linda Denning

1. New Approvals:
No new submissions to the ACC since the last Board meeting in August.
2. Ongoing Approved projects:
 - a. Approved on 6/26/2024 – 261 Jackson Circle (Lot 45) Beth Ann Johnson – Fence Plans. The fence has not been started yet. When Ms. Johnson took her plans to TRWD for approval (anything past the 320 'line must be approved by TRWD) they informed her that her retaining wall needed repair before she could put in the fence. The repairs to the retaining wall are almost complete and then she will construct the approved fencing. Barbara Long informed that the repairs to the retaining wall were completed and the fence should be going in shortly.
 - b. Approved on 5/29/2024 – 242 Jackson Circle (Lot 93) Thomas & Cecilia LaFrenz – Storage Building. Storage building has been built and rock work is 50% complete. Thomas informed Linda that the building is complete and ready for the ACC to inspect.
 - c. Approved 2/2/2024 – Lot 30 -Javier Silva – House Plans. This is a 2-story, 3933 sq ft house with 3 car garage, 4 bedrooms, and 4 baths. Currently installing plumbing and electrical before insulation and then drywall.

Road Committee Report – Ronnie Sullins

Ronnie informed us that the road repairs to Arrowhead Point are complete and also the filling of various potholes. Someone asked about the loose gravel on the road and Ronnie contacted the paving contractor who said that the gravel is normal and indicates sufficient material was used for the road. Ronnie said he was satisfied with the quality of the work done on the road. Tom LaFrenz mentioned that this contractor had a machine that allowed them to reuse the existing material along with additional new materials to construct the road professionally and satisfactorily.

Security Committee Report - Wes Jackson

Wes Jackson was not able to attend the meeting. Barbara Long stated that she had talked to Wes a few weeks ago and asked him to develop a description of the duties of the Security Committee since this committee was previously known as the Safety Committee.

Barbara also asked about Lot 100, which is owned by the Jacksons and was previously used as a landing site for helicopters for emergencies. Wes said that service is no longer available. Someone recently needed this service and were transported across the lake to the fire station to be loaded on a helicopter there. Residents should be aware that this service no longer lands in Sweetwater Ranch.

Welcoming Committee – Frank Miner

Frank Miner reported that have been no new permanent residents have moved in, so no welcome baskets or visits have been made.

Beautification Committee – Mike Lawhorn

Mike Lawhorn reported that Cathy and Joe Reed and Mary Snyder were handling that committee now. It was suggested that the Beautification and the Landscape Committees should be combined. Barbara Long asked about minor repairs at the dock that were mentioned at the last meeting. At that point Mike lost connection to the meeting and no further action was taken.

Document Update Committee – Barbara Long

Barbara Long stated that the ballots has been received and tallied. The required 67% of the lot owners was not met to pass the amendment. There were only approximately 32 ballots submitted by the October 10 deadline. Additional ballots were received after the deadline but still did not meet the 67% needed to change the Deed Restrictions.

Gate Committee – Thomas LaFrenz

Thomas reported that he and Mike Lawhorn have been meeting to discuss options. Thomas stated he did not feel that a gate was a top priority since there are more pressing issues such as road funding and amending the Deed Restrictions to bring them into compliance with Texas state regulations. The

committee will continue gathering information from Thomas's contact at Pelican Point. The committee will gather pricing and options to be presented sometime in 2025. Thomas went on to mention that a security gate is not just for security but also could provide a sales incentive to some buyers.

Old Business

- Filed Document Retention Policy
- Filed Records Production and Copying Policy
- Resent HOA Email Consent Form – all but 15 owners have consented to receiving emails so this will reduce the cost of postage
- Sent and tallied ballots for 1st Amendment to Covenants & Deed Restrictions
- Road repair on Arrowhead Point is complete – Barbara Long mentioned that Ronnie Sullins will update on future plans as we go forward but he feels the west side of Jackson Circle between Sombrilla and Sweetwater Ranch is the most in need of repair
- Updated payment method for cell phone – To be discussed in New Business
- Appointed Gate Committee
- Mowed 7 homeowner lots and sent invoices
- Researched alternative payment plan for dues. Mary stated that there were no feasible options without owners being charged between 1% and 3% for using the alternative plans and the HOA would also incur monthly fees for this service. It was agreed that this was not a good payment option since dues are collected annually.

New Business

- Discuss credit card to be used for a HOA phone. Barbara Long said the phone being used is TracPhone and a credit card is the only form of payment that they take. An approved motion is needed so that the minutes can be used as documentation for the bank to issue a credit card. The average monthly bill for the phone is \$20. The bill should be paid as soon as it is received to avoid late charges. Mary Lawhorn made motion to apply for a credit card at Vera Bank, seconded by Barbara Long. Motion was approved unanimously.
- Discuss road repair. Ronnie Sullins was unable to get back on the call to update on road repairs.
- Discuss Amendment to Covenants and Deed Restrictions – this was not discussed due to continual loss of Board Members on the call.
- Discuss annual meeting and budget – Barbara Long said that the budget will be ready for review at the December meeting in preparation for the annual meeting. Barbara Stevens has reserved the conference room at the Kerens Library for January 18, 2025. Barbara Long mentioned that the meeting will begin at 10 AM, an hour earlier than the previous meetings.
- Discuss dues increase – Barbara Long read the options for dues increases which were emailed to the Board prior to the meeting (document below). These increases will go to the road fund. Barbara Long asked for the Board's input. Jaime Pulaski said he preferred Option 1 which would provide enough money to continue road repairs. Thomas LaFrenz preferred Option 1. Barbara Stevens had been disconnected from the meeting but sent Barbara Long a text stating that she was in favor of Option 1 and, when she was able to rejoin the call, confirmed she was in favor of Option 1. Mary Lawhorn asked about future repairs and those costs. Barbara Long said Ronnie Sullins, who was unable to get back on the call, would have the most informed answer but Barbara had been told Arrowhead should last 10 with minor maintenance because it has lighter traffic. Ronnie Sullins sent a text message stating, "Using a scaled map of our roads, we can replace and maintain the equivalent of this year's work every 10 to 12 years. We need 70 to 80 thousand a year to correct our road problems." Barbara Long pointed out that \$1200 a year is \$100 per month which is probably less than most owner's phone or internet bill. If we want to continue with road repair we will need more income. Mary Lawhorn said she

would vote for Option 1. Barbara Long said she would vote for Option 1. Barbara Long asked for any other comments. Linda Denning stated that she has seen other developments raise their dues to this amount or more to fix their roads and then lower them after 5 or so years after the repairs are done. Barbara Long said she did not have a problem with that idea. Barbara said that road repairs would need to be reviewed every year for wear and cost. Barbara Long made a motion to raise the dues to \$1200 per year for the first lot, \$1000 per year for each multiple lot. Barbara Stevens seconded the motion. The motion carried unanimously.

Road Fund

Original dues before we started to separate road fund - \$350 for 1st lot; \$275/lot for 2 or more lots

Increase in dues in 2024 (which was designated to road fund) –

\$500.00 for 1st lot (\$150 to road fund); \$350/lot for 2 or more lots (\$75 to road fund)

There are:

79 single lots

5 combined lots which now pay for only 1 lot

22 - 2 or more lots

Current 2025 dues –

\$500 - \$350 = \$150 x 84 = \$12,600 to road fund for 1st lots

\$350 - \$275 = \$75 x 22 = \$1,650 to road fund for 2 or more lots

Total to road fund = \$14,250

OPTION 1

If increase dues to \$1200 for 1st lots; \$1000 for 2 or more lots

\$1200 - \$350 = \$850 x 84 = \$71,400 for 1st lots

\$1000 - \$275 = \$725 x 22 = \$15,950 for 2 or more lots

Total to road fund = \$87,350

OPTION 2

If increase dues to \$1,000 for 1st lots and \$800 for 2 or more lots:

\$1000 - \$350 = \$650 x 84 = \$54,600 for 1st lots

\$800 - \$275 = \$525 x 22 = \$11,550 for 2 or more lots

Total to road fund = \$66,150

OPTION 3

If increase dues to \$800 for all lots:

\$800 - \$350 = \$450 x 84 = \$37,800 for 1st lots

\$800 - \$275 = \$525 x 22 = \$11,550 for 2 or more lots

Total to road fund = \$49,350

Open Forum

Matt Hubbard expressed his concern that the board was discussing dues increases without notice to the owners. Barbara Long stated that it was in the agenda for the meeting. Barbara also told Matt that according to our Covenants and Bylaws the board can raise and lower the dues. Barbara Long stated she believed it was in the minutes from previous meetings. Matt stated that he was not at the other meetings and did not see it mentioned in the posted past two board meetings. Matt wants an explanation of how the board decided on the dues increase. Barbara Long stated that Ronnie Sullins would be better suited to explain this but he was unable to reconnect to the call. Jaime stated that it has been discussed previously in road committee discussions. Matt requested that the members be allowed to voice their opinions and concerns at a future board meeting either in December or at the annual meeting. Barbara Long said that she would add it to the December board meeting. There were more discussions from Matt regarding the fairness of charging more on vacant lots. Mary Lawhorn and Thomas both explained that they also had extra vacant lots that they would be paying for. Mary reiterated that the dues increase was on the agenda for this meeting.

Barbara Long said we need to find a different format for the meetings, possibly Zoom or a similar type of program to prevent the sporadic call dropping that happened on this meeting.

Adjourn

Motion to adjourn at 7:37 pm was made by Barbara Long, seconded by Mary Lawhorn.
Motion passed unanimously.

Submitted by:
Barbara Stevens
Secretary, SWR HOA
November 1, 2024

DRAFT