

**SWEETWATER RANCH HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
MINUTES  
OCTOBER 12, 2021**

**NOTICE OF MEETING**

Upon due notice given, a meeting of the Board of Directors for the Sweetwater Ranch Homeowners Association was held on October 12, 2021, 2021 at the hour of 5:00 p.m. via Zoom.US.

**ATTENDANCE**

Directors Present: Matthew Leyden and Scott Brown.

Directors Absent: Grace Britton.

Representing Encore Property Management: Shelley Seay, CCAM,-PM-CID® and Elizabeth Mefford

**CALL TO ORDER**

The meeting was called to order at 5:03 p.m. by Matthew Leyden, President.

**HOMEOWNER FORUM**

None.

**CONSENT CALENDAR**

- A. Review/Approve Minutes of April 13, 2021
- B. Review/Approve Organizational Minutes of April 13, 2021
- C. Review/Approve Management Report of October 13, 2020.
- D. Review/Approve Financials from Aug, 2021 and Mar - July 2021
- E. Review/Approve Lien Resolution. Parcel #'s 480-542-004, 480-542-013, 480-530-038, 480-530-060, 480-530-039, 480-530-068, 480-530-041.

A motion was made by Scott Brown to approve the Consent Calendar as submitted. Seconded by Matthew Leyden. Motion carried unanimously.

**INVESTMENT RECOMMENDATIONS**

The Board agreed to invest the excess Reserves of \$25,000 into two (2) CD's per Ameritrade's recommendation.

One for \$12,000 for Jan - Mar 2022

One for \$12,000 for Jun - Aug 2022

Matthew Leyden motioned and Scott Brown seconded.

**LANDSCAPE REPORT/PROPOSALS**

The Board approved a proposal from Brightview to upgrade to a Smart Controller in the amount of \$2468.30. Motioned by Scott Brown, seconded by Matthew Leyden.

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**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

The Board Acknowledged the Reserve Study funding at \$657.90 (102%) funded

The Board approved Draft Budget remaining at \$34.00. Motioned by Matthew Leyden, seconded by Scott Brown.

The Board took action on 1 NOD in the Executive session.

**NEXT MEETING DATE**

The next meeting date is tentatively scheduled for April 12, 2022 at the hour of 5:00 p.m. for General and Executive to follow, via Zoom.

**EXECUTIVE SESSION DISCLOSURE**

The Board met in Executive Session on October 12, 2021 to review the Executive Session Minutes, collection accounts, violations and hearings.

**ADJOURNMENT**

There being no further business to bring before the Board at this time, the meeting was adjourned at 5:14 p.m.

Submitted by: Shelley Seay, CCAM-PM-CID® Certified Community Manager

Approved by: Matthew Leyden  
Authorized Board Member

05/05/2022

Date