

**SWEETWATER RANCH HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
MINUTES  
MAY 3, 2022**

**NOTICE OF MEETING**

Upon due notice given, a meeting of the Board of Directors for the Sweetwater Ranch Homeowners Association was held on May 3, 2022 at the hour of 5:00 p.m. via Zoom.US.

**ATTENDANCE**

Directors Present: Matthew Leyden, Scott Brown and Grace Britton.

Directors Absent: None

Representing Encore Property Management: Elizabeth Mefford

**CALL TO ORDER**

The meeting was called to order at 5:08 p.m. by Matthew Leyden, President.

**HOMEOWNER FORUM**

None.

**CONSENT CALENDAR**

- A. Review/Approve Minutes of October 12, 2021
- B. Review/Approve Management Report of October 12, 2021.
- C. Review/Approve Financials from February of 2022
- D. Ratify Financials from October 2021 through January 2022.
- E. Review/Approve Lien Resolution. Parcel #'s 480-530-050, 480-530-063, 480-530-004, 480-542-006..

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

**INVESTMENT RECOMMENDATIONS**

\$12,000 to mature on March 25, 2022  
Recommendation to purchase \$12,000 CD for January to March 2022  
Matthew Leyden motioned to approve. Seconded by Scott Brown.

**LANDSCAPE REPORT/PROPOSALS**

The Board approved the cost increase from Brightview. The amount increased from \$500 to \$600. Scott motioned to approve. Seconded by Matt Leyden.

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The Board reviewed and approved as submitted the temporary gas surcharge.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

The Board reviewed and approved as submitted the ratification of the renewal for Labarre/Oksnee Insurance.

The Board approved Tax Preparation Proposal from Frisbey, Carter and Associates in the amount of \$275.00. Motioned by Scott Brown. Seconded by Matt Leyden.

The Board approved the Reserve Study Analysis bid for \$450 for off-site inspection. Motioned by Matt Leyden. Seconded by Scott Brown.

**NEXT MEETING DATE**

The next meeting date is tentatively scheduled for October 11, 2022 at the hour of 5:00 p.m. for General and Executive to follow, TBD

**EXECUTIVE SESSION DISCLOSURE**

The Board met in Executive Session on May 3, 2022 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: Elizabeth Mefford  
Community Manager

Approved by: \_\_\_\_\_

  
Authorized Board Member

11/04/2022

Date