

Minutes
SWRA Board of Directors Meeting
December 5, 2023

Call to Order – President Sally Gantt called the meeting to order at 9:00a.m. at the SWRA Centre. Board members Gene Akers, Penny Alexander, Kay Dickey, Lee Eastman, Debra Knight and Tom Nicholson were present. Community Association Manager (CAM) Mike Griffin and Associate Community Association Manager (ACAM) Mike Dean were present to report. Shana Ellis was present for the guest presentation.

Guest: Susan Hawkins and Boles Pegues attended to make a presentation. Susan is the River Bank Treasury Management Officer – East Alabama Region. Susan presented receiving payments for HOA dues and streamlining that process via use of ACH. She expressed that they value relationships and are proud of their customer service. ACH Origination – receive funds electronically and can send payments out electronically – reduce check fraud. Access on Business online website with secure login.

Per entity is \$50 per month and each sub association pays \$50 - SWRA can add a convenience fee to the authorization form. There are no per transaction fees. No additional fees for online banking platform, it is on the Business banking site. Fraud protection – Positive pay for check and ACH fraud, mitigate risk for check fraud. You can see transactions before they clear the account.

Question was asked if bank is hacked, and our customer's info is compromised does the bank provide the cost of remedy for the liability? Is SWRA responsible? Boles answered that they would have to go along on the industry standards on that. Future fraud protection, credit monitoring. No additional risk with electronic payment, check account info is on a paper check.

Their partner is BancCard for credit card payments– Jim Albritton. We will need to get with him about details on costs.

Board thanked them for attending and for the information. They were excused from the meeting at 9:55 a.m.

Discussion followed. The Board discussed “Pay “ software program that Golf Colony Condo Association uses. Griff will continue to investigate options for the Board to consider and review. The Board stressed that goal is for property owner's convenience to pay, however the liability risks for SWRA and costs for SWRA must be as minimal as possible.

Approval of Prior Minutes

The Board approved the minutes of the November 7, 2023, Regular meeting as corrected. Removed “following Executive Session” in the first sentence.

CAM Report: Discussion/action items added under Open or New Agenda.

- **Moonbrook Park Bathroom Vandalism** – This keeps occurring and Griff is following up with the Sheriff. The Board agreed that SWRA will prosecute and pursue to

whatever extent that we can. The destruction of common property is not acceptable and is costly for all owners.

ACAM Report: Discussion/action items added under Open or New Agenda.

- **Gates** - Metal sliding gate on 34 Entrance remains inoperable.
- **Landscape Update** – Grass and landscape maintenance is ongoing. Removed a fallen tree from Bent Hickory that was across the road. Continue blowing the roads and easements to remove leaves. Trimmed and cleaned up around ponds for the last time for the year.
- **Utilities** - Power company is continuing to run new power line on Holly Ridge. Dadeville Gas is continuing to run new gas line down Hickory Way.

TREASURER'S REPORT – Gene Akers

SWRA are in a strong financial position as we approach year end. Gene asked Board members to notify Griff with any projects or capital expenditures that we need to consider. Gene and Griff will work on a separate capital expenditures proposal. Updating the landscape at the pool was discussed. Replacing bushes around community under landscape projects was suggested.

OPEN AGENDA

Eagle Ridge – Final binder coat is on the roads. Mike D. will follow up on when the buffer will be installed. Ask them to clean out the scrub in the adjacent area, not take out any additional trees when they work on the buffer. They should be platting the subdivision Phase I soon and SWRA fees will be charged accordingly.

Condominium, Sub-Associations Management Agreements Update – Griff reported that he has a few that need to be signed.

Golf Colony Association - Debbie Carswell, Board President at Golf Colony at StillWaters contacted Griff concerning SWRA taking over management of their association of 52 units. At Griff's recommendation, the Board approved a contract via email between meetings to begin January 1, 2024. Adding this group will require an additional staff person for SWRA to handle. These condos do allow nightly rentals.

ARC Report - About 10 new permits. Plans for one new home on Prestwick.

Website – The new one is up and running. The Board and the ARC portal are not yet complete. Gene is scanning copies of the past signed minutes. Lee reviewed some analytics of the new site. An eflash is being sent on Tuesdays for a few weeks alerting owners about the ARC changes/process and thus far it has been successful in reaching property owners.

Board members should receive an email from Trey to create a login for the Board portal.

IT Infrastructure UPDATE – Lee reported that we are using Intermedia now for email and cloud storage – Jackson Thornton wants us to move to Microsoft 365 for these. SWRA server is Microsoft 2012, we will need to update until we go cloud based. They have set up a new backup compliance. The gate software is very old and is running on old software. The gates will be a major capital project for our near future.

There were some major issues with QuickBooks that has now been cleared up. After research and support calls with QuickBooks Griff purchased a new QuickBooks program, Enterprise Silver.

2024 Budget – Griff is working on a proposed budget. Gene and Mike D. will meet with him to discuss.

Golf Cart / ATV Registration Policy – There was discussion of tail lights or brake lights being part of the policy. This updated policy was in the newsletter and several people have been in to register, however we are waiting on the 2024 decals to arrive.

Welcome Centre Lease – EAMC has not yet returned the signed lease, but they are working on.

SWRA By-Laws Amendment - We are providing a lot of opportunity for people to understand the changes with an open campaign.

Newsletter – Discussion of articles for the January 1st newsletter were discussed.

Update on Unpaid Building Permit Fees – July 7th we had 6 owners that showed open fees due. Four of those 6 have not submitted plans so they have been cancelled. Two others, one is being cleared with a new house permit. The last one is a builder that Mike D. and Griff will contact.

Gate Remote Devices Audit – Sally reported that it seems that some may have been billed but that many may not have been. Sally will audit. Janie has been cleaning up those where owners have sold property, but their gate access numbers had not been deleted. Any device that was billed but not paid has been turned off. Non paid devices should be disconnected in February if annual fees and /or gate fees are not paid.

Boat Storage – One owner who has not paid but has a boat in storage. Mike D. has contacted them multiple times. The Board agreed that one contact after invoicing is all that should be done. After that we will notify them that the trailer/boat will be towed. Six spaces open to rent.

Trash Can - Seventeen who have not paid but have been notified multiple times. Board agreed that Mike D. should stop retrieving these as they have been notified or contacted repeatedly without payment.

Nominating Committee – Met with the committee members and so far, have no new candidates that have expressed interest. Therefore, no plans to hold interviews at this time.

NEW AGENDA ITEMS

Update on 2024 Invoicing of Annual Fees – By the end of next week these will be ready to mail.

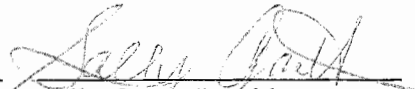
The Hideaway Garage Governing Documents - The amendment for the Garage Hideaway Association was recorded on November 30, 2023. Attorney Michael Odom sent SWRA the document. SWRA will issue a refund of fees check in the amount of \$13,325.00 to Attorney Thomas Radney for Jason Sager as per the settlement.

Board Meeting Schedule – The next Board meeting is scheduled for January 9, 2024.

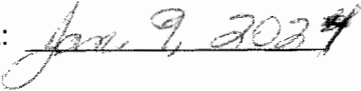
A motion to adjourn Regular Session and move into Executive Session was unanimously approved at 11:32a.m.

Respectfully submitted,


Penny Alexander, Secretary


Sally Ganft, President

Date Approved:



Minutes
SWRA Board of Directors Meeting
November 7, 2023

P.A. **Call to Order** – President Sally Gantt called the meeting to order at 9:01 a.m. at the SWRA Centre following Executive Session. Board members Gene Akers, Penny Alexander and Debra Knight were present. Kay Dickey, Lee Eastman and Tom Nicholson were excused. Community Association Manager (CAM) Mike Griffin and Associate Community Association Manager (ACAM) Mike Dean were present to report.

Approval of Prior Minutes

The Board approved the minutes of the October 24, 2023, Regular meeting as presented.

Guest:

- Property Owner Dianne Mattiace attended the meeting to observe.
- Past Board member Tom Dyne came to the meeting for a few minutes. He complimented the Board members for the job that has been done throughout 2023 with all the changes in our community. He stated that he understood the issues and challenges and is very proud of the Board and Staff.

CAM Report: Discussion/action items added under Open or New Agenda.

ACAM Report: Discussion/action items added under Open or New Agenda.

- **Gates** - Metal sliding gate on 34 Entrance remains inoperable. ATT was here this week to survey the 34 Gate for the installation of new fiber optic.
- **Landscaping Update** - New JD Gator - Installed roof, windshield, and new caution lights. Continue blowing the roads and easements to remove leaves that have started steadily falling. Finished bushhogging the sections of the powerlines that we normally do twice per year. Obtained updated pricing for lawn fertilization and weed control service for 2024 from Auburn Grounds. Service is for 49 Road Front, Gate Entrance & Attendant Office, the Moonbrook Park, 34 Entrance, 18' strip along both sides of Moonbrook Dr. from 49 Attendant Office to intersection of Dogwood Trail, & the island on Sunset Point Dr.

TREASURER'S REPORT – Gene Akers

Revenue:

- We are currently showing a Total Income being \$224,745 more than projected.
- Miscellaneous Income shows an increase of approximately \$108,000 mainly from lot sales.
- Permits show a \$52,000 income and Transfer Fees shows a \$43,000 income.

Expenditures:

- Ordinary expenditures are within reason for the majority of the cost centers without any significant changes over the past couple of months with Total Expenses about \$116,000 less than projected.
- Net Income is approximately \$110,000.

COLA / CPI Increases – The covenants were reviewed (*each Parcel owner shall pay annually to the Association the sum of one hundred eighty (\$180) per Parcel, subject to increase to the extent of any rise subsequent to the 14th of June, 1986, in the Revised Cost of Living Index as determined by the U.S. Commodity Index, Washington, D.C.*) and discussion followed on the correct way to determine the percentage increase on annual fees and the appropriate date.

A motion that we increase the annual fees be adjusted for 2024 by the CPI of 3.2% was made, seconded and approved.

Gene will research this issue and report back.

OPEN AGENDA

Condominium Management Agreements Update– Griff reported that the new fees have been sent to the Board Presidents, who have forwarded to their board members. A few have let their attorneys review the contract. No kick back on the % increase, a few had questions on the 3-year term, most understood, a simpler way of doing things to make sure that it was equal all the way around. Reported that there was a small some push back on a 3-year contract from a couple as they have been accustomed to a one-year contract. There is a 60 day out clause included in all management contracts.

Debra and/or Kay will attend the meetings for these discussions with the condo and sub associations. Some may have their meetings and approve without discussion. No complaints. Time study information was shared. It has been a time-consuming project, but it was needed to gain the consistency that is so important.

Website - Lee had emailed that on Oct 31st he received an email from Trey Gallant apologizing for the delay. They had a big project they were wrapping up. He felt that he should be able to get us an update a little later this week.

IT Infrastructure UPDATE – Griff, Lee and Gene had a large team meeting with our with Jackson Thornton Technologies Service team. Plan to go live Dec. 1st. Should see some activity from our technician soon. Recap of the meeting received today, and Griff will forward that recap to Lee and Gene. SWRA will have a portal to go directly to them. They set up list of priorities – server and firewall are first up. DoorKing for gate systems.

OneWater Marine – Griff and Mike D. met with General Manager Lee and Drew, sales manager. Invited them to a meeting. SWRA wants to be good neighbors. want to help and assist them however we can. Encouraged them to provide information and articles for the newsletter.

SWRA Sales Centre Building Lease – Griff spoke with Chris Clark VP Clinical Services with East Alabama Heart and Vascular. and he stated that the contract was going through the legal process and should have already come back to him to sign off on. They definitely want to continue the agreement; he is aware of the slight increase fee and said that was understandable. He is going to contact the legal department to resolved and signed. They sent us a lease maintenance check list. Debra, Mike D and Griff will review. Debra highlighted some areas do not match the lease. Griff will respond back so that it matches the lease. It is a three-year lease.

Sheriff's Department – We still have serious speeding issues with both owners and contractors/visitors. Chief White and Mike D. reviewed a list of the areas and times that are more troublesome than others. Hopefully, the patrol will be noticed, word will get out to gain peoples' attention and speeding drivers to slow down.

SWRA By-Laws Amendment Campaign – We approved the calendar at our last meeting, but we have a conflict with SWVF&R Annual Meeting on Feb 10th. The Board agreed to change ours to that afternoon at 1:00pm.

Last revised version of the By-Laws was sent to all board members for review. Penny had commented on a few typos and areas of concern. After discussion, it was agreed that Griff will ask Michael Odom to take another look at the definition of "Parcel" and Residential Parcel and whether we should include "garage condo" as a type. We want to be open ended so that it will be comprehensive in what it covers. Is the word "unit" a good one to use or should we add more? Also, in a few places it says Coosa Resorts (which no longer exists). SWRA is a "successor or assign". Should this be addressed? Changed? We are aiming for clarity of understanding of the By-Laws.

Newsletters – The Board discussed the December 1st newsletter. Goal is to have articles turned in by the 25th. Sally – Christmas Committee, Debra will check the Dadeville Chamber calendar, Griff will do the cover letter, Mike D. will report on several topics, Gene will have a By-Laws article. Penny will help with filler articles and any other articles/events that would be of interest to property owners.

NEW AGENDA ITEMS

SWRA Owner Services Position (Reception) – Ad went out for full-time reception position on a *SWRA eflash*. Janie starting training with Robin on her job responsibilities. Griff is working to locate a QuickBooks class and an ADP payroll class. It may be time to bid out the payroll processing companies to find one that is more focused on and responsive to small companies.

Unpaid Building Permit Fees Update - Griff will have this week and email out – staff has been out.

Trashcan Rollout Service - In the process of updating the list for 2024 based on payments received from the latest invoicing that went out for 2024. there were 42 customers that have not paid their 2024 garbage service fee.

SWRA Boat/Trailer Storage - In the process of updating rentals based on those that have paid fees for 2024. there were 22 customers that have not paid their storage fee. We currently have 22 spaces that are now open due to either owners selling their property in Stillwaters or who sold their boats. There is currently no waiting list.

The Board suggested sending out an eflash to remind those invoiced as of Oct 1st.

Larry Thorne – 462 Holly Ridge, Sail Boat Parking - M. Dean received a call requesting a variance on leaving a sailboat in his driveway. The Board has no authority to grant a variance to the covenants.

Eagle Ridge Meeting with Joseph Moncrief, County Engineer - M. Dean stated that both he and the county engineer are wanting to be proactive to avoid any problems that we have had with other sub developers in the past. Eagle Ridge will start their binder layer this week. Joseph is holding off until the binder is completed and will present their documents at the Dec. County Commission meeting. Spoke about Phase II and the County will hold them to the new county standards on lot sizes, these will not be grandfathered.

Crescent Accounting – Deed for Debts, Tax Sales, lots sold need to go back on balance sheet? Fees owed SWRA; SWRA paid property taxes – Griff.

SWRA will have to pay capital gains taxes on profits from the sale of lots. It will be based on the value of the lot when we received vs. when it was sold. We will need to put in original value upon acquisition, fees owed and expenses to offset that profit. Penny suggested that we divide them into groups. Those sole & closed, those we have contracts on and then we can move through the list as we have time.

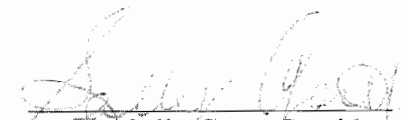
Audit of Gate Remotes that have and have not been paid for – Sally, Penny and Griff will research this. If SWRA failed to bill on the non-property owner gate fees, we will not bill for 2023 but will in 2024. If they were billed but have not paid, we will follow up on collections. A year ago, we cleaned up the clicker records and had about 500 left before reaching the limits of the system.

Board Meeting Schedule – The next Board meeting is scheduled for December 5th and plans are to cancel the December 19, 2023, meeting.

A motion to adjourn Regular Session and move into Executive Session was unanimously approved at 10:42a.m.

Respectfully submitted,


Penny Alexander, Secretary


Sally Gantt, President

Date Approved: Dec 5 2023

Minutes
SWRA Board of Directors Meeting
October 24, 2023

Call to Order – President Sally Gantt called the meeting to order at 10:03 a.m. at the SWRA Centre following Executive Session. Board members Gene Akers, Penny Alexander, Kay Dickey, Lee Eastman and Debra Knight were present. Tom Nicholson was excused. Community Association Manager (CAM) Mike Griffin and Associate Community Association Manager (ACAM) Mike Dean were present to report.

Approval of Prior Minutes

The Board approved the minutes of the October 3, 2023, Regular meeting as presented.

CAM Report: Discussion/action items added under Open or New Agenda.

ACAM Report: Discussion/action items added under Open or New Agenda.

TREASURER'S REPORT – Gene Akers

Revenue:

- We are currently showing a Total Income being \$203,423 more than projected.
- Boat Storage income was a little over \$4,000 more than budgeted and Garbage Service was a little over \$11,000 more than budgeted.
- Miscellaneous Income shows an increase of approximately \$88,000 mainly from lot sales.
- Permits show a \$47,000 income and Transfer Fees shows a \$43,000 income.

Expenditures:

- Ordinary expenditures are within reason for the majority of the cost centers without any significant changes over the past couple of months.
- Legal Fees are approximately \$8,000 more than budgeted.
- Net Income is approximately \$92,000.

Condominium Management Agreements Update / Maintenance Time Study – Griff presented a spreadsheet to the Board for review of costs associated with Condo and Sub Association time and spent. Griff, Mike D. and Gene had spent time discussing, studying the numbers and debating. The Board reviewed and discussed options.

The recommendation is that SWRA increase fees by 3.2% this year for 2024 renewals of Condo and Sub Associations' contracts, following with an increase by the CPI in years to follow with a cost-of-living annual CPI each year with no reduction for negative CPI years and with an administrative fee of 15% onto other services & purchases that are billed over and above the contract. The contract will still include a 30-day cancellation clause. A motion was made to approve the above recommendation. It was seconded and approved.

OPEN AGENDA

Website - Lee reported that he had turned all the new information over to V3 a couple of weeks ago. Lee will follow up to see when they will have finishing touches completed.

ARC Report:

- **Active Permits Projects** - Monitoring over 75 active projects currently.
- **Spread sheet** - working on to continue and improve tracking of projects.
- **Permits** - issued 209 permits this year.
- **Committee** - The members are spending a lot of time and are all very diligent in their duties.

IT Infrastructure UPDATE – The agreement with Jackson Thornton Technologies Service has been signed. Representative Beth Green has contacted Griff for a team call that is scheduled for Oct. 31st to cover basic information. Lee and Gene will also be on the call to get started.

The fiber from AT&T should be installed in the next few weeks.

OneWater Marine – Griff and Mike D. met with a driver for Singleton Marina in regard to delivering boats to StillWaters. Their location on Hwy. 280 in Jackson's Gap serves as the hub for delivering boats to all of Singleton's Marianas across the Southeast. We have the old marina information on the website so that needs to be changed out. Griff is contacting the correct person to invite them to meet with the board. Griff will encourage them to put an article in the newsletter.

SWRA Sales Centre Building Lease – Griff spoke with Chris Clark VP Clinical Services with East Alabama Heart and Vascular. and he stated that the contract was going through the legal process and should have already come back to him to sign off on. They definitely want to continue the agreement; he is aware of the slight increase fee and said that was understandable. He is going to contact the legal department to resolved and signed.

Sheriff Patrol – They have started some patrols in StillWaters as per requested.

Newsletters – Penny reported that we need input from Board and Staff. We will publish every month until next spring due to the board election, annual meeting and special By-Laws Amendment campaign. Sally will send a From the Board and Christmas committee article; Debra checked the Dadeville Chamber calendar, but nothing was listed yet. Griff will do the cover letter for November. Mike D. has already sent in several items. Kay will send photos and article after Thursday's social. Gene will send in a By-Laws article and Lee will send a website one.

Eagle Ridge Update – The remainder of the house pads for Phase I have been completed along with all of the utilities except for the power. The base for the roads has been installed along with all of the curbing. Paving of the roads should start in early November. The landscaping to replace the trees that were removed from the buffer zone will be installed between now and the end of the year. Construction of the first houses should begin in January 2024. Current plans are to build the houses along Moonbrook Drive first. Landscape replacement will start after the final grades are done and roads are in.

Paving & Drainage – Mike D will be meeting with Consultant Hagan Wagoner to develop the priorities and budget for paving in 2024.

NEW AGENDA ITEMS

By-Laws Amendment Campaign– The goal is to develop a formal educational campaign for the property owners of SWRA on the benefits of amending the current by-laws. Gene developed a scope of how to approach the amendment going forward and the actual amending of the By-Laws and presented it to the Board.

Objectives:

- Notify the property owners of the intent of the Board to formally amend the by-laws.
 - o Newsletter articles
 - o E-flash
 - o Written notification by post card
- Make available copies of the proposed amendments to the by-laws for review.
 - o Hard copies in the office
 - o SWRA website
 - o Email
- Hold an open forum between the property owners and the Board.
 - o Schedule two (2) open forum meetings (weekday evening, weekend)
 - o Schedule two (2) remote meetings (weekday evening, weekend)

Goal: To formally amend the SWRA by-laws.

Objectives:

- Schedule a date and location for the Special Meeting.
- Call for the Special Meeting of the property owners.
 - o 30-day notification through the newsletter and E-flash
 - o 30-day written notification by post card
 - o Develop proxy vote documents
- Conduct Special Meeting of the property owners.
 - o Review proposed amendments to the by-laws
 - o Conduct the vote of the members present and proxy votes.

Gene had developed and presented a Proposed Calendar that was approved as follows:

SWRA Board meetings will be Jan. 9th, Jan. 23rd, Feb. 6th, and Feb. 20th in 2024.

By-Laws in person forum Thursday, Feb. 8th at 6:30p.m. and Saturday, Feb. 10th at 9:00 a.m.

By-laws video forum Thursday, Feb. 22nd at 6:30p.m. and Saturday, Feb. 24th 9:00 a.m.

Notice of Special Meeting mailed to all Members.

Annual Meeting Saturday March 2nd

Board meeting on Tuesday, March 5th, March 19th, and April 2nd.

By- Laws Special Meeting, Saturday, April 6, 2024

The Board discussed articles for every newsletter between now and the Special Meeting. We want to offer as much information as possible. When the By-Laws with redlined changes are mailed out, we will ask for written questions for clarification so we can handle them correctly. Gene will send a current redlined version of the By-Laws to all board members for review.

SWRA Nominating Committee – Tom Nicholson and Debra Knight were appointed to serve as the Board representatives for the committee. Chuck Lehman, John Prophitt and Claire Kuhn have also agreed to serve. There will be an article in the November newsletter explaining who can run for the Board, stating that there are two positions up for election and that anyone interested in volunteering to serve should contact a committee member or the SWRA office.

Board Meeting Schedule – The next Board meeting is scheduled for November 7th and plans are to cancel the November 21, 2023, meeting.

A motion to adjourn Regular Session and move into Executive Session was unanimously approved at 11:59a.m.

Respectfully submitted,


Penny Alexander, Secretary


Sally Gantt, President

Date Approved: Nov. 7, 2023

Minutes
SWRA Board of Directors Meeting
October 3, 2023

Call to Order – President Sally Gantt called the meeting to order at 9:03 a.m. at the SWRA Centre following Executive Session. Board members Gene Akers, Penny Alexander, Kay Dickey, Lee Eastman, Debra Knight and Tom Nicholson were present. Community Association Manager (CAM) Mike Griffin and Associate Community Association Manager (ACAM) Mike Dean were present to report.

Approval of Prior Minutes

The Board approved the minutes of the September 12, 2023, Regular meeting as presented.

CAM Report: Discussion/action items added under Open or New Agenda.

ACAM Report: Discussion/action items added under Open or New Agenda.

Pineview Pool - The outdoor shower has been replaced and staff has prepared for October closure.

Gates - Used our last spare gearbox on the exit side of the 34 Gate. Placed an order for another spare. Used our last spare motor for the gates. Placed an order for another spare. Office is currently having issues sending codes to the 34 Gate.

TREASURER'S REPORT – Gene Akers

Revenue:

- We are currently showing a Total Income being \$176,740 more than projected.
- Have not received income for Trash and Boat Storage yet of approximately \$43,000.
- Miscellaneous Income shows an increase of approximately \$32,000 from lot sales.
- Permits show a \$43,000 income and Transfer Fees shows a \$40,000 income.

Expenditures:

- Ordinary expenditures are within reason for the majority of the cost centers without any significant changes over the past couple of months.
- Net Income is approximately \$97,000.

COLA estimate is 3.2% now but will not be official until late Oct./early November.

SWRA 2023 Assessment – The Board discussed an assessment for 2023 and next year's annual fees.

A motion to approve a \$100 assessment for 2023 effective on property as of October 15, 2023, and that the 2024 annual fee will be set to be the current amount plus Cost of Living % increase was made, seconded and approved unanimously.

OPEN AGENDA

Condominium Management Agreements Update – Griff reported that all the time studies are completed. He will have all this together by the end of this week and out to the Board. At the next Board meeting we should be able to approve the contract pricing for all condo and sub associations. The Board asked that Griff factor in his and Mike D.'s time spent on these areas as SWRA has not really done this in the past. From reports it appears that the vast majority of Mike Dean's time is spent on condo and sub-association items. There has not been a substantial management fee increase on these in a number of years. There were no real surprises in this.

ARC Report

- **Active Permits Projects** – Monitoring over 72 active projects currently. (13 new homes under construction).
- **Covenant Violations** – Year-to-date owners have corrected 74 violations.
- Reviewed and approved the new fee structure (only change is on the Small Projects fees. A fee of \$50 was added for projects under \$5000 in addition to the \$250 fee for the projects over \$5000 but still considered small projects).
- Reviewed and approved the permit fillable application.
- Developed a form to acknowledge receipt of permit applications with further instructions for the owners.

One more document to approve and then Lee will take this to V3 for the new website. New Permit fees are not published yet, still using the Feb.1, 2023. The new ones will become active Jan. 1, 2024.

IT Infrastructure UPDATE - Gene reported:

Summary:

- The SWRA Board authorized the development and issuance of a Request for Proposal (RFP) to secure a new Managed IT Services provider.
- A RFP was issued on August 7, 2023, with responses due on September 11, 2023.
- Four (4) responses were received from the following companies: AuburnIT, General Informatics, Granade Technology and Jackson Thornton- IT division (since 2002).
- An Evaluation Committee consisting of Gene Akers, Lee Eastman and Joel Raines reviewed all of the proposals.
- After initial review, two companies were invited to provide an oral presentation: Granade Technology and Jackson Thornton. Attendees included Gene Akers, Lee Eastman, Joel Raines and Mike Griffin.
- Based on the submitted proposals and oral presentations, the Evaluation Committee unanimously recommended Jackson Thornton. This is a larger company with backup personnel which would be a more secure and stable situation for SWRA.
- Their estimated monthly cost for IT Managed Services will be \$1,100.00 with an initial setup fee of \$1,500. This is for one year. They will review use and number of calls and reprice it each year.
- Their knowledge for dealing with Microsoft for non- profits, they feel they can acquire reduced price software and services.

- They will assign a dedicated consultant to our account and an IT specialist. They have a help desk and be as single source for all of our issues.
- They pointed out that SWRA should have Cyber insurance to provide services to anyone in our system with free credit monitoring if we were ever hacked. Gene and Griff are following up to see if we have this under our current policy. They can start immediately and start the transition from Simms Data.

A motion to accept the sub committee's recommendation to enter into a contract with Jackson Thornton was made, seconded and unanimously approved.

Sally expressed thanks and appreciation to Gene, Griff and Lee for the time, effort and expertise in handling this project so quickly and thoroughly.

Community Association Services (CSP) Patrol Update:

- **New Employee** - Mike Fincher (Finch) is doing an outstanding job as StillWaters CSP. He is likeable person and is very conscientious about his job. He takes his job seriously. Board pointed out that we need to emphasis that this is a service position for the benefit of property owners, not a security position.
- **Vehicle Repairs** – The alternator went out on the security vehicle this morning, Griff had it repaired at S&S at a cost of \$500 depending upon the alternator that goes to this model Explorer, there are three different alternators that goes on the Explorer models. He upgraded the alternator and they put in a new radiator at their costs due to an error. Waiting on the engine replacement. Griff stated that the light was no longer coming on, they will watch to see if the new engine is not necessary. If so, we would need to cancel the order of the new engine that was on a timeline of 10-20 weeks.

OneWater Acquires Harbor Pointe Marina – Griff reported that his letter will go out today to Austin Singleton to let him know we are supportive and invite them to our next meeting. Offer articles in newsletters, happy to let owners know of events. There are many rumors of changes to come with the facilities and it would be good to put out a change of ownership, what brand boats they will be selling and other.

SWRA Sales Center / EAMC –The new lease documents have been sent to Chris Clark VP Clinical Services with East Alabama Heart and Vascular for review and approval. We received their October rent check the middle of last week, so upon approval we will bill them for the difference owed.

Griff has not heard back from Chris Clark so he will contact him. A mistake was pointed out on the increase for each year not being listed on the agreement that was sent. The Board agreed that we should leave it as the agreement that was sent rather than going back to correct. This is a three-year lease.

Eagle Ridge Update – Infrastructure work continues. Sewer lines are 75% complete. Water lines and power will be installed next. The last check dam on Street B was completed which concludes the work associated with the recommended modifications to the runoff containment following the breach of the system.

They will hopefully start the installation of the landscaping buffer replacement in October. They hope to be paving the roads in about another month. They plan to submit some house plans in October. They have moved the estimated start of construction for the first houses up to Jan. 2024.

The developer donated 10 truckloads of dirt to the SWVFD Station 2 training center project and made a monetary donation for the fire departments assistance cleaning up after a storm.

Paving & Drainage – Requested a meeting with Hagan Wagoner for next week to develop the priorities and budget for paving in 2024.

Landscape Update - Mike D. updated the Board.

- Grass and landscape maintenance is ongoing.
- Removed pampas grass next to sign at intersection of Moonbrook and Lakeview Ridge.
- Started weed eating and cutting areas that we only do twice per year, once in the spring. and once in the fall now that the grass has slowed down a little bit. Obtaining bids to remove two trees in the common areas at Poplar Point. Both trees have a root system that is compromised and could fall.
- Floyd's Tree Service will remove a pine beetle infested tree on River Birch Trail on StillWaters property to prevent spread of the beetles.

NEW AGENDA ITEMS

Community Services Patrol Budget - The Board reviewed the details of expenses. We have had many unexpected repair costs and issues keeping it staffed. Contributions were \$71,000.00. The vehicle costs were double what was budgeted, however we are still in good financial shape. The program will continue.

Newsletters – How to gather community info. Ideas for Nov, Dec. need community events if you hear of any. Can monthly put in ARC, social, progress of housing developments. Please plan ahead and get the information to Shana and Penny so they can plan the layout.

Sheriff Department Meeting – Griff and Mike Dean met with Sheriff Jimmy Abbett and Deputy Chief Fred White at the Sheriff's Department to discuss issues in StillWaters; speeding, running stop signs and traffic in general, unauthorized teenagers or young adults jumping pool fences, checking car doors in parking lots, loose dogs.

- **Speeding Issues** – Staff received a complaint about vehicles speeding on Stagecoach Road. We moved the radar cart onto Stagecoach and also are doing extra patrols of this road to hopefully deter the speeding. Mike Gave them pictures of the people we are dealing with along with vehicle pictures. Deputy Chief White said that the new designated parking passes was a good positive step. Sheriff Abbett said that he would inform the deputies to gradually start patrolling in StillWaters again watchful for traffic violations.
- **Pine View Pool Issue** - Mike D. called the sheriff on five juveniles that jumped the fence at the Pineview pool and were smoking marijuana on Saturday evening. They dumped their blunts in the bushes at the pool when they were approached. All were all under age. We also got their tag number and provided it to the deputy. The deputy recognized them and is supposed to be following up with their parents.

- **Trespassing Notification** – The Sheriff will assist in SWRA having a notification that is necessary.

Nuisance Animal Complaints –

- **Multiple Dog Violation Forms Turned in By Owners**
 - Red Bud - Bulldog
 - Eagle Peak Circle – Tan Boxer
 - Eagle Peak – Boxer
 - Moonbrook Drive – 4 dogs running loose, no leashes.
- **Eagle Peak** – We received a couple animal complaints from two owners regarding an “aggressive” dog coming onto their porch at Eagle Peak and also acting aggressive towards owners in Eagle Peak as they walk their dogs. The owner of the dog is believed to live at 7 Red Bud Villas. According to the person filing the complaint, the owner of the dog lets the dog out unattended.
- **Laurel View** - Received another animal complaint from owners on Laurel View. This has been an ongoing he said she said. Plan to let law enforcement handle as both parties have stated that they have called the sheriff. Neither owner has filled out a formal animal complaint form that I am aware of.
- Griff drafted an initial letter to send out to pet owners when a complaint has been filed against their pet. This will be added to the SWRA Nuisance Animal Policy.

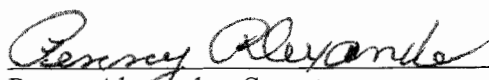
SWRA Nominating Committee – Tom Nicholson and Debra Knight were appointed to serve as the Board representatives for the committee and they have agreed. Several property owners were discussed to serve. Tom and Debra will contact these people to ask if they are willing to serve and report back to the board. Chuck Lehman, John Prophitt, Clare Kuhn.

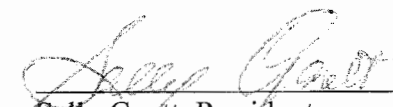
Bylaw Implementation – Once the IT work moves forward Gene will have time to work on the timeline to implement passing of the revisions to the SWRA Bylaws. Probably after the first of the year. Newsletter articles will assist in communicating to Members.

Board Meeting Schedule – The next Board meeting is scheduled for Oct. 24, 2023, which is the same day as The Hideaway court case is on the docket. Board will attend court and meet following.

A motion to adjourn Regular Session and move into Executive Session was unanimously approved at 11:00a.m.

Respectfully submitted,


Penny Alexander, Secretary


Sally Gantt, President

Date Approved: Oct. 24, 2023

Minutes
SWRA Board of Directors Meeting
September 12, 2023

Call to Order – President Sally Gantt called the meeting to order at 9:04 a.m. at the SWRA Centre following Executive Session. Board members Gene Akers, Penny Alexander, Kay Dickey, Lee Eastman, Debra Knight and Tom Nicholson were present. Community Association Manager (CAM) Mike Griffin and Associate Community Association Manager (ACAM) Mike Dean were present to report.

Approval of Prior Minutes

The Board approved the minutes of the August 15, 2023, Regular meeting as presented.

CAM Report: Discussion/action items added under Open or New Agenda.

The Sheriff had asked if SWRA covenants contained a leash requirement. There is not a leash requirement in the SWRA covenants, they state that an animal should be under your control but does not go far enough to require leashes. SWRA would support a county leash law as it would cover StillWaters under Tallapoosa County. We do have a “nuisance policy” for aggressive or nuisance animals.

ACAM Report: Discussion/action items added under Open or New Agenda.

Moonbrook Park – Staff cleaned up and repaired the damages from Vandalism of women’s restroom, spray painted in late August and again after the repairs were made. We have reason to believe it is the same person that was trespassing on Auburn Building Group’s property that we identified last week. Mike D. is working with the Sheriff.

TREASURER’S REPORT – Gene Akers

Revenue: We are currently showing a Total Income being \$106,000 more than projected.

Expenditures:

- Ordinary expenditures are within reason for the majority of the cost centers. without any significant changes over the past couple of months.
- We have exceeded our legal fees by \$10,000 YTD.
- Net Income is approximately \$5,000.

OPEN AGENDA

Condominium Management Agreements Update – Griff reported that the time studies are going well. August is complete and he will add a second month with September. After this the Board will review. Administrative estimates of cost will need to be added to this as both Mike D. and Griff are spending a great deal of time on the condos and sub-associations.

Eagle Ridge Landscaping Review & Update – Infrastructure work continues. They had another failure of the runoff containment during the heavy rain on Monday. Had an issue with runoff from the storms on Monday onto Moonbrook Drive from new entrance. Crew is working to finish stabilizing the new entrance to prevent another occurrence. SWVFD assisted with washing the mud from Moonbrook Drive. The problem has since been corrected. Did send a request to the developer to see what can be done to prevent these failures of the containment systems. Mike D. spoke with John Lewis the developer and he has told Erosion Pros and his engineer to do whatever it takes to prevent any additional breaches in the runoff containment at the site. The SWVF&R washed off the streets and Eagle Ridge will donate to the fire department.

Received the updated run-off control plan being implemented based on the engineer's and Erosion Pros site visit this week. It is being implemented as quickly as possible. The plan involves installing sediment trap excavations with flocculant (state approved product) at each outfall and flocculant bags/blocks at the inlets. Rip rap and filter fabric lined swales will be extended from the end of the outlet pipes to the silt fencing in about 9 locations.

- ARC approved the Eagle Ridge landscaping plan.
- The pads for the houses on the new road perpendicular to Moonbrook are complete and grass seed and hay installed to stabilize. Several pads for the houses along Moonbrook are started but not finished.
- Storm water drain system has been installed throughout the development.

Paving & Drainage - Contractor has made really good progress on the SWRA drainage project this week. Hagan Waggoner has only had to come out once for these projects for oversight.

Areas worked on so far include:

- Drainage work at Eastwood Place, Lunker Court, Myrtle Drive, Shadow Lane, Tanglewood Court and Whisperwood Drive have been completed.
- Beach Island Trace culvert replacement nearly complete. Waiting on Spectrum to move a cable to finish installation.
- Still two to be completed. Staying on budget targets at this point.
- These leaves Cardinal Heights issues to be addressed.

ARC Report

- **New Building Permit Application** – The different types of projects have been broken out into separate forms.
- **Infrastructure Permit** – Compliance agreement has been updated to apply to the building permits and the ARC has approved.
- **Permits** - Approved 17 new permit applications of the 18 received since our last meeting.
- **Active Permits Projects** – Monitoring over 70 projects currently.
- **Covenant Violations** – Year-to-date owners have corrected 70 violations.

By-laws Revision Plan – Gene had emailed the latest revision out to all Board members. Any input should be sent to him. He will work on a finalized plan of action.

IT Infrastructure UPDATE - Gene reported that we have 4 responses to the RFP (request for proposal), and he feels good about all of these companies, and all are out of Opelika/Auburn.

Joel Rains will assist Lee and Gene on the Evaluation Committee. Gene hopes to get a recommendation to the Board at the first meeting in October.

Community Association Services Patrol Update:

- **Vehicle Repairs** – After receiving board approval to proceed with the engine replacement S&S Tire and Automotive in Dadeville was contacted to proceed with the engine replacement on the CSPV. Don at S&S advised that Jasper and Powertrain (engine companies) are both a minimum of 10 to 20 weeks out for delivery. This timeline puts delivery out to the week of January 22, 2024. Hopefully this will not be the case, Griff's understanding the problem is getting the engine blocks to rebuild.
- **New Employee** - Mike Fincher starts his employment Friday, September 15 (referred to as Finch). Joey Price will be riding with him Friday, Saturday and Sunday evening to give him the proper training. In a couple of weeks Griff will contact Deputy Chief White to set up a morning or afternoon class session for Finch, as he suggested.
- **Sheriff's Department - Labor Day Weekend** - The sheriff's department was on-site for the Labor Day weekend, as we were expecting a very full weekend and Labor Day activities; Coppers Grill Special event concerts, Auburn's first home football game and the Labor Day crowd trying to enjoy the lake and last get away for the year. Griff spoke with Sargent Joe Cowart (who handles the StillWaters detail) to make sure that ALL of the deputies walk the properties.
- **Coppers Special Events** - Griff and Keith Hiatt at Coppers coordinated efforts around special events being held on holiday weekends. They had a very large crowd Sunday night in particular and the concern was about the flow of traffic coming through the 49 gates. Keith shared that there could be 150 cars on Friday night and close to 300 on Sunday night, they are pre-selling tickets to the Sunday night special event.

Griff asked Keith in moving forward to send SWRA a monthly entertainment of events. We will make a Special Events parking pass with the date of the event. This way the front gate can simply hand out the special event pass and write down tag number of vehicle as it goes through the gate. We will not write down the person's name or where they are going to expedite the flow of traffic.

Griff reported that this worked very well over Labor Day. We had two attendants at Gate 49 to help handle the entry.

Landscape Update - Mike D. updated the Board.

- Grass and landscape maintenance is ongoing.
- Several items with storm cleanup
- Bushhogged the fields around Stoneview Summit.
- Auburn Grounds sprayed weed killer on nutgrass in the turf in front of the waterfall at the 49 Entrance.
- Trimmed bushes at the main office.

NEW AGENDA ITEMS

SWRA Deck Entrance Repairs – The walkway has deteriorated. Mike D. presented an estimate to replace the planks with a gray composite decking. Additional supports will be added as required if we use a composite material. Discussion followed on the quality of the composite and the Board asked Mike D. to verify the product to be used.

A motion to approve the project as presented with Mike D. verifying the composite material and for the funds to come out of the operating budget was made, seconded and approved.

OneWater Acquires Harbor Pointe Marina - SWRA received two transfer fees as the property was purchased by Singleton Marine and then sold to one of their subsidiaries. They purchased Blue Creek Subdivision Lots 1-10 along with the marina property for a total of 13 parcels.

Gene proposed that it would be a good idea to meet with the new owner to discuss the plans and explain the relationship of the HOA and the properties that they purchased. Future plans could be discussed to be sure they are aware that Lots 1-10 are residential only. The Board agreed. Griff will contact Austin Singleton to invite him or a representative to meet with the SWRA Board.

ARC & Records Offices – We are shredding old documents inhouse at this time. After cost comparisons, Griff decided to order a large quantity shredder to handle our project. He has started shredding of past gate records, keeping a year's worth.

Griff asked for authorization to shred additional old documents to include the 2006-2007 – purchase orders, payroll reports, bank deposits, bank statements. The accounting firm recommended that we keep 7 years of records. Griff will check with ADP to verify that this is enough for payroll records. He has gone through all the binders in his office to clean out and organize. The HUD document binders will be kept at this time until we can verify the length of time that they should be kept.

A motion to approve the shredding the paper files in the binders as discussed was made, seconded and approved.

File cabinets have been moved to the Board room which is not ideal but will be addressed as we reduce the number required to house SWRA documents.

Tennis Courts - Two lights are out at the courts. Smith Electric has changed the bulbs in the past but according to them, not only the bulbs are bad, but the fixtures are bad and are no longer available. Mike D stated that he was going to research option of converting to LED.

Discussion followed as to whether or not to light the courts for playing. Summer daylight allows play until a reasonable hour and the lights have been a nuisance for the houses surrounding the courts. There is not a lot of night play. Past boards had determined that the cost to replace the lights was too high in relation to the shape of the courts. The surface needs replacement but has been determined to be too costly.

SWRA Sales Center / EAMC - Chris Clark, VP Clinical Services with East Alabama Medical Center for Primary Medical Associates contacted SWRA in regard to their lease with the Sales Center. Giff had advised him that the board would review the lease at the September 12th board meeting.

Debra Knight had reviewed the contract and sent an email to all outlining her observations and recommendations for discussion prior to our meeting.

SWRA has a mechanical closet within the building. We have replaced the HVAC and the roof in the last few years.

A standard annual increase of 3% to 5% compounded rent increases each year was recommended. We leased that property "as is".

Landlord responsibilities as outlined are common. Debra suggested that we ask tenants to put a maintenance agreement on the HVAC unit and that we request copies of their Certificate of Insurance. Discussion followed.

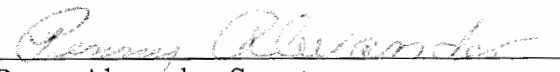
It was agreed that Griff and Debra work on a reasonable offer with minimum revisions to send to EAMC. They have been a good tenant.

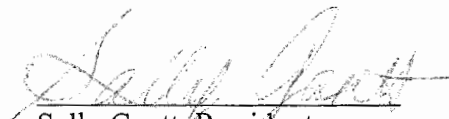
Christmas Committee is scheduled to meet to continue planning for the holidays.

Board Meeting Schedule – The Board agreed to change our October meeting schedule. We will meet October 3rd and 24th.

A motion to adjourn Regular Session and move into Executive Session was unanimously approved at 10:45a.m.

Respectfully submitted,


Penny Alexander, Secretary


Sally Gantt, President

Date Approved: Oct. 3, 2023

Minutes
SWRA Board of Directors Meeting
August 15, 2023

Call to Order – President Sally Gantt called the meeting to order at 8:56 a.m. at the SWRA Centre following Executive Session. Board members Gene Akers, Penny Alexander, Kay Dickey, Lee Eastman, Debra Knight and Tom Nicholson were present. Community Association Manager (CAM) Mike Griffin and Associate Community Association Manager (ACAM) Mike Dean were present to report.

Approval of Prior Minutes

The Board approved the minutes of the August 1, 2023, Regular meeting as presented.

Guest: John Clements: Lot 21 Stagecoach Road. He lives at 475 Stagecoach Road. He read every email that he had sent and responses from Kevin. He wanted to give the Board members back information. These had been previously distributed to the Board a few months ago. His request is that SWRA honor the old agreement that was made back in April and November 2020 about the lot next door to him. Reviewed emails that were already sent and ones that the Board had already reviewed in detail. Tax sale lot from Tallapoosa County Tax Sale. Clements would be responsible for clearing the title. SWRA discovered that there are legal issues associated with this lot. No earnest money check had been sent nor any written contract. Board members thanked him for coming and let him know that after this is discussed, we will get back to him.

CAM Report: Discussion/action items added under Open or New Agenda

ACAM Report: Discussion/action items added under Open or New Agenda.

The Board commended Mike D. and the SWRA staff on all the extra work that they have done due to downed trees and damages from all the recent thunderstorms. There was a lot of debris in the pool that also had to be cleaned up.

TREASURER’S REPORT – Gene Akers

Copies of reports were in the Board meeting books. Gene commented on a few items, nothing major to note. At this point we are showing a net income of \$22,000. Any income from the sale of SWRA owned lots will be additional income as this was not calculated in the proposed budget.

OPEN AGENDA

Community Association Services Patrol Staff Update – Griff reported that Allen Gorman who had been hired for full-time position never showed up for work. He has not responded to text or phone calls. Current plans are to continue to look for either full-time or part-time. Mike D. continues to drive it during the day.

Condominium Management Agreement Update – Griff reported that several of the Condo Boards have reviewed and given some feedback. There have been some issues with the way the hours are recorded in the time studies. Griff will amend the time log sheet to see if he can gather better information. Main cost is the cost of labor. Some staff hours are needed for StillWaters work but many of their hours are for condo work.

Eagle Ridge Landscaping Review & Update – The Landscape Committee met to review and discuss plans to replant the buffer area along Moonbrook Drive. The ARC discussed and reviewed suggestions and the recommendations were sent to the Project Manager. Mike D. will follow up on responses and keep the Board, ARC and Landscape Committee informed.

The ARC reviewed and approved the Eagle Ridge Phase 1 Proposed Revision 7/27/23 altering the cul-de-sac and adding an additional lot with a request made that no more trees be removed.

Doesn't look like the September date to complete infrastructure will be met partially due to all the rain. They are not scheduled to start building houses until Feb.

Eagle Ridge management accepted all of the SWRA/ARC/Landscape Committee input in the revised landscape buffer plan. Basically, they did away with sweetgums and changed to sawtooth oak. Poplar trees to Little Gem magnolias. No day lilies, these were changed to dianthus. Sod changes. They are looking to use Oak Hill Farms to do the work.

NEW AGENDA ITEMS

ARC Report

- **Infrastructure Permit** – ARC Voted to approve/accept this. Compliance agreement has been updated to apply to the building permits. Will review at their next meeting.
- **Exhibit B to 1987 Covenants** – ARC Voted to approve/accept this.
- **Permits** - Approved 8 new permit applications this week one of which was a new home.
- **Active Permits Projects** – Monitoring over 70 projects currently.
- **Covenant Violations** – 3 new ones. Year-to-date owners have corrected 60.

Paving & Drainage – Engineer Hagan Waggoner multiple sites. Eight target areas were looked at. Mike D. had sent the report to the Board, and he briefly reviewed the recommendations to hopefully correct some of the problems. A couple of areas need further analysis.

The total list of the recommended work would be for the contractor would be approximately \$7,500 and Hagan Waggoner would be around \$1000. Board discussion followed. There is adequate money in Drainage portion of the budget to cover the costs of this. **A motion to approve the recommended plan from Hagan Waggoner and move forward with the project was made, seconded and approved unanimously.**

By-laws Revision Plan – Gene presented a projected plan of action and timeline to move forward with the revision of the By-laws. Educational process is important, so we need to put together a formal campaign and to give them time to digest. All this needs to be carefully done before we take a vote. Must be well publicized. We need to put some additional focus and time on the “Rules & Regulations”. Summarize the changes and provide a redlined version. Hopefully we can hold the vote.

Landscape Update - Mike D. updated the Board.

- Grass and landscape maintenance is ongoing.
- Cleaned up tree debris in the common areas at Poplar Point.
- Fixed the drainage issue between Pebble Beach and The Landing.

Storms Cleanup - Responded to tree down on power line on 8/6/23 on Moonbrook. Alabama Power removed the tree from the power line that night and Albertson cleaned up the tree from the side of the road the next morning along with one other tree that was down along Moonbrook.

Responded to a tree that had fallen on the townhome at 15 Poplar Point. Tree was on owner's property and not common area, so they are taking care of the removal and any repairs to their Unit.

A fallen trip brought down a power line on Lakeview Ridge on August 11, 2023. Alabama Power had the power back on by midnight that night however the road was blocked, and traffic rerouted for several days. The owners of that property where the tree is located will be handling the removal of the trees.

Pineview Pool also required extra clean up due to the storms.

Community Services Patrol Vehicle Repairs – The repair was completed by S&S and afterwards a warning light came back on. They ran a sensor check. The cams as the oil flows through the engine the cams are collecting the shavings and trash that are in the bottom of the engine. \$399 they replaced the headcover gaskets. The engine light is back on again. They haven't determined what is causing the shavings. Discussion followed. Griff will call S&S to follow up on options.

Request for Proposal (RFP) for a Managed Service Company – Gene reported that he sent out the request for proposal to ten companies and have had feedback from five. We have interviewed three so far and have another scheduled tomorrow. All of these are out of Auburn. Gene feels good that we will receive some viable proposals to consider.

Joel Raines has joined Lee and Gene on the evaluation committee. He is open to having additional people on that committee. Griff and any Board members may attend those presentations. Hoping to report back to the Board by October and to start January 1st to transition to a new provider.

Computer and Phone Issues – Griff reported that there continue to be complaints from property owners that they have left messages that are not being received by staff. Griff has reached out to Troy Sims on several problems that need corrected.

Gate Passes - Met with Clyde Ware regarding some clarifications to the gate passes for the public locations within StillWaters. Also discussed providing employee passes to employees of the golf course, Coppers, marina, and Bluffs instead of issuing a new pass every time they enter StillWaters.

Allows SWRA staff to know if people in pools, condo property etc. are trespassing. Will have their tag number and last name if follow up is needed.

Christmas Committee - They are meeting Friday at the storage building to look at items. Don't think there need to be any elaborate plans for additions this year but some items do need freshening up.

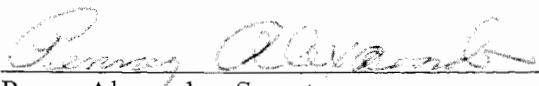
ARC & Records Office – Griff proposed moving one wall of filing cabinet out as there is a need for more space to work and space for another computer set up. There are a lot of old records, old binders on top of the filing cabinets. He had looked at climate control storage units. The Board had discussed a records retention this year. Penny will check.

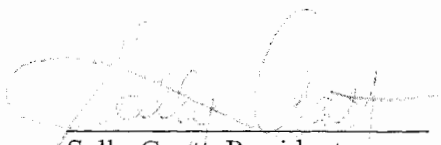
Owner Portal for On-line Payments – Griff wants to research and come back to the Board. The Board has looked at it many times in the past and discussion followed. Some of the condos are requesting this as an option. Griff will investigate and bring it back to the Board.

Board Meeting Schedule – We will change the Sept. 5th meeting to Sept. 12th meet leave the third Tuesday, Sept. 19 on the calendar as regularly scheduled for now.

A motion to adjourn Regular Session and move into Executive Session was unanimously approved at 11:20a.m.

Respectfully submitted,


Penny Alexander, Secretary


Sally Gantt, President

Date Approved: 9/12/23

TABLED ITEMS – to be added back to agenda when ready to proceed.

- *Bylaws Revision*
- *Document Retention*

Minutes
SWRA Board of Directors Meeting
August 1, 2023

Call to Order – President Sally Gantt called the meeting to order at 8:57 a.m. at the SWRA Centre following Executive Session. Board members Gene Akers, Penny Alexander, Kay Dickey, Lee Eastman, Debra Knight and Tom Nicholson were present. Community Association Manager (CAM) Mike Griffin and Associate Community Association Manager (ACAM) Mike Dean were present to report.

Approval of Prior Minutes

The Board approved the minutes of the July 18, 2023, Regular meeting as presented.

Guest: Cathy Hurley, Lakeview Ridge Circle visited the meeting today to observe.

CAM Report: Discussion/action items added under Open or New Agenda

ACAM Report: Discussion/action items added under Open or New Agenda.

Alabama Power Shoreline Management – Mike D attended the meeting where they provided an update on their permitting plan. Every six years APCO must renew their shoreline management plans with FERC. They do not plan to make any major changes that homeowners will see regarding their permitting process. They are considering not providing a fall extension on the years that they drop the lake 10' which is every six years. There were several concerns raised from those present about runoff issues into the lake and APCO pointed out that they have no control over this but instead this would fall under ADEM's authority. Those in attendance also voiced concerns about the new proposed condominium development in Sandy Creek but APCO prefaced the meeting by letting those present know that this meeting was not intended to address that development and that they have no control over it except for anything that might be install touching or over the water.

TREASURER'S REPORT – Gene Akers

No meaningful changes since last report. Copies of reports were in the Board meeting books.

OPEN AGENDA

Community Association Services Patrol Update – Griff reported that Allen Gorman from Dadeville has been hired for full-time position. Current plans are to rotate the weekends with Joey Price in SWRA maintenance department.

Condominium Management Agreement Update – Griff reported that the final changes were made to the proposed Cottages management agreement. He confirmed that all new proposed management agreements have been sent to all of the condominiums.

The time-studies at each condominium property have started. The plan is to do four-to-five-time studies per property and evaluate the results, if additional studies are needed then we will continue. Once completed, recommendations to fee structure developed and discussed by the SWRA Board these will be put in "Exhibit A" for each contract and sent to all Sub-Association Boards before new contracts are signed.

He attended Villas on the Harbors quarterly board meeting and reviewed the new SWRA management agreement with the board.

ARC Documents Project

1. **Infrastructure Document** – ARC will adopt the FINAL document at their meeting tomorrow.
2. **Exhibit B to 1987 Covenants** - The document was formatted and cleaned up by Lee Eastman and is now complete. It was past time for the document to be reorganized and updated. It was a collaborative effort and a massive project that will benefit the community for many years to come. Board members expressed thanks for all the work that the ARC, Lee Eastman and Mike Dean had done on this.
3. **ARC Policy Update** – This is imbedded in exhibit B – ARC will review tomorrow.
4. **Compliance Agreement** – Lee had completed adding the language from the SWRA Attorney. He added definitions to some of the blanks and had sent to Attorney Michael Odom for final checking.

Types of ARC Permits - Lee reviewed the permit fees. The cost structure has been confusing with all types of permits on one form, so the ARC is breaking the permits out into separate forms with the appropriate fees listed on each. This will be much clearer communication. Emergency, Small repair, Small Project Permit, Medium Project and Multi Unit.

Drainage Issues Update – Report of Hagan Wagoner, estimates for repair work.

Harbor Pointe Utilities – Cardinal Heights sewer line additions. A few residents have complained about the work being done. As always, some do not understand that the SWRA right of way has utility easements in it, and this is a normal and customary thing. If they have landscaped/grassed to the roadway that is fine, however the utility companies have the right to put in needed lines. The other utilities have been flagged for a couple of months so everyone should have been aware that this was happening.

Gate Issues - Received a quote for the DoorKing 4G cellular to upgrade hardware for the 34 Entrance. Checking on the monthly cellular plan with DoorKing.

Weekend storm caused damage to the camera systems at the back gate. The firewall and DVR are both bad. The system is out. Not sure how many of the cameras were damaged. We would have to replace the DVR to know for sure. Mike D. proposed that we go ahead with the upgrade of the camera system now instead of making repairs to the existing system.

Contractor pulled new wire to the keypad at the 34 Entrance. Still needs to replace the top keypad but the bottom one works. Contractor resolved the communications issue between the office computer and the 34 Entrance.

Repairs complete to the 49 Exit. Repair cost is being invoiced to the owner who hit the building.

Gate cards for entry for utility repair techs were discussed. This has been handled different ways in the past. Some now have gate cards. This might be an area where we should allow a limited number of gate cards/clickers for easier access. **Mike D. will pull a report to check on list of gate cards/clickers to see what utilities have gate access.**

Gate Camera Revisions - It has been suggested that we upgrade all to digital camera and recording equipment. Lake Martin Surveillance has been assisting. Mike D presented quotes for front and back gate to totally replace the system vs. the costs of repairs to the system.

For the rear gate at Hwy 34 DoorKing proposed a 4G cellular system like we have on Pineview Pool and tennis courts for gate entry. Clicker codes are sent from the office main computer to the back gate. A quote of \$2,452.60 plus monthly \$48.95 monthly subscription to DoorKing.

After discussion it was agreed that since we are going to redo all IT we should hold off and wait until we have all info on that. Hold off on repairing or replacing until we have a new IT provider to make sure of the best option and price on this. We still have the Alabama Power lease camera that reads license plates.

Mike D. will research the options for surge protectors at the gates that carry insurance coverage and additional ground protectors as technology is improving quickly. Gene will also include this in his search and RFP on the IT structure.

SWRA Lot Sales Project – Penny and Griff met with Realtor Sealy Hargrove to review a list of the 79 lots that SWRA owns. She had a handbook of each property with a printout of the map page from Tallapoosa County maps and the current tax record. She had marked a large map with the current SWRA owned lots and had found some discrepancies. Tax sale lots and the 3 years right of redemption were discussed. Files from the SWRA office were pulled and researched.

The proposal would be to go ahead and price all the lots but only list 10-12 at a time. The Board had reviewed a proposed process on how to handle inquiries a few meetings ago, however after discussion it was agreed that the best way to move forward would be for SWRA office to have the information with sales flyers but to refer all inquiries to the realtor to show and handle. This would be put some distance between the Board and the interested purchaser.

The lot lines will need to be marked to ensure that the correct lots are involved.

Sealy went to the Tallapoosa County courthouse to pull the deeds on each property, which brought up several issues. Penny will cross check the SWRA QB records to be sure that all properties owned by SWRA have been subjected to the 1987 covenants.

Sealy sent a list of proposed pricing on the lots for the Board to discuss and approve before moving forward. The lot prices were determined by running comps back 1.5 years on surrounding properties and looked at the listing pricing and selling prices. Then compared to the county tax listing and priced accordingly. All are at or above the tax value and at or above what other properties in the area have sold for. She also suggested some sales incentive ideas. SWRA will purchase a dozen water resistant flyer boxes.

It was presented that the commission on the sale of lots be a flat fee commission of \$1500 on each lot (listing agent \$1000/ buyer's agent \$500). Sealy Hargrove and her assistant have and will continue to work diligently to sell the lots and market them. They have done a great deal of research and cross checking on these properties. A Motion to award Sealy Hargrove a contract to represent SWRA by listing the lots for sale for a flat fee of \$1500 per lot and listed at appraised value or higher was made, seconded and approved unanimously.

In review of the properties, it was discovered that Lot 16 Greenview Terrace was still under the 1974 covenants and had not been subjected to the 1987 covenants. A motion to subject this property was unanimously approved.

Golf Cart Policy Revision - Golf Cart Waiver and Release of Liability – Gene presented a final proposal that he, Griff and Attorney Odom have signed off on. SWRA will not do inspections, only registering of vehicles. Compliance will be the final portion to work on. **A motion to approve the golf cart/ATV policy and waiver was made, seconded and approved unanimously.**

Eagle Ridge Update – Infrastructure work continues. Griff and Mike D met with Bill Perry. They have hit rock in one area and want to alter the cul-de-sac location and houses in that area. He left a revised plan for the board to review at the next meeting. They would pull the circle back away from Moonbrook and houses further off the road. It will make a few lots larger and would add 1 lot on the interior portion of the project on the cul-de-sac. **The Board agreed to approve the change as shown pending ARC review and approval.**

Mike D. had sent the first round of questions from Charles Munden and Debra Knight's review of the landscaping plan to Jennifer Jarvis and then had passed along her feedback to Debra and Sally. Debra Nigh also reviewed the landscaping plan but Mike D had not received her feedback before talking with Jennifer. At our last meeting the Board had referred this item to the Landscape Committee for recommendations and asked staff to request a "to scale" rendering of the landscape replacement proposal. The committee will meet this afternoon at 2:30 p.m. to discuss the preliminary work done by a couple of members and make its recommendations to the ARC and the Board. The ARC will review the plan this week also. There was a suggestion that we ask the landscape architect to put a visual marker to see where each item will go.

Website Presentation – Lee has continued adding items to the new SWRA website. He gave a presentation to the Board to review the additions and layout. We were able to see what elements are there and all that are included that we have discussed over the last several months. A few items are still outstanding. It will be cleaned up once we know that we have all the elements. Software we are using will allow it to be formatted to any type of device. The Board thanked Lee for all the time and expertise that he has put towards this project.

StillWaters Bunko Club – Kay stated that there was a group that wanted to play at the office. Board members agreed that this would be great as long as they follow the SWRA approved Use of the Facilities Policy like all other groups who use the building.

NEW AGENDA ITEMS

Architectural Reviews Committee (ARC)

- ARC received 5 new permit applications this week. One for a new home.
- ARC has completed the updated policy for the permit application process. New policy has not been communicated yet.
- There was 1 new covenant violation since our last meeting. Property owners have corrected 58 violations so far this year.

Community Services Patrol Vehicle Repairs – The patrol services vehicle is having issues again. The water pump has to be replaced along with the timing belt. This particular repair is very labor intensive because how Ford designed the engine. It is 15.5 hrs. in labor. They have to remove the front of the vehicle, remove the timing belt and other components and finally reach the front of the motor where the water pump is located. Griff presented two proposals to make the repairs and a picture of the motor to where the timing belt, water pump and other components are located. Son's Ford in Auburn was the one that replaced the transmission recently. S&S repair quote was \$2,494.95 and Son's Ford was \$3,168.52. **The Board had approved a motion via email to have S&S make the necessary repairs.** Griff asked them to also inspect any other mechanical issues, hoses, belts, plugs, etc. while they had the front end removed.

Request for Proposal (RFP) for a Managed Service Company – Gene presented his outline to compare proposals from different companies. There are quantitative scores on 3 major criterium, service then costs then qualifications/ experience.

Gene presented a draft of an RFP to be distributed to potential providers for Managed IT Services for SWRA. Gene and Lee have interviewed two potential candidates and identified at least 8 other firms that provide this service. Gene will send the RFP to all 10 firms to solicit their response. A chart with a proposed weight to each of the criteria based on each member's personal knowledge and preference was distributed via email prior to this meeting to be reviewed and entered into this RFP. Gene had requested discussion on the draft and in particular: Section 4 Schedule of Events and Section 9 Evaluation Procedures.

Gene would like to reach out to a couple of residents to assist he and Lee in evaluating the program. After discussion, the Board thanked Gene for his expertise and time spend on writing the RFP.

Landscape Report - Mike D. updated the Board on progress made.

- Grass and landscape maintenance continues.
- Worked on removing weeds from and cleaning up the shrub beds in multiple areas.
- Auburn Grounds sprayed for weeds at the main office, trimmed the shrubs at Pineview Pool, and sprayed for weeds at the pool.
- Landscaping crew trimmed bushes in front of boat storage fence.
- Responded to a downed tree on Moonbrook on Wednesday night. An owner's daughter collided with the tree but was not injured. SWVFD along with the Sheriff department responded as well. The road was back open at midnight. Albertson Tree Service was contacted to remove the tree debris from the sides of the road.
- Worked on storm related cleanup from the storms Friday night.
- Replaced several more faded/damaged signs throughout StillWaters.

Pineview Pool Incident - Extra cleaning done by Backyard Experience on weekend following the storms.

Mike D. responded to a disturbance on Sunday evening between a group of non-residents and some owners that were at the pool. The non-residents tried to gain access to the pool on two different occasions and when the owners would not let them in, they threw their trash out in the parking lot and cussed the owners as they left. He was able to pull the information on the vehicle off the Flock camera system. The same group had an altercation with an owner at the Villas on

the Harbor pool. They were checking car door handles in the parking lot of VOH. Staff is monitoring Pineview Pool for some suspicious activity at the pool. Mike D. spoke with the sheriff's department as to how to handle and Griff is following up for clarification. The flock system cameras have an alert application to notify us if the car tag has been identified and then entered StillWaters.

Condominium Sales Forms – Griff spoke to the completion of questionnaires for condominium sales. In the past has the SWRA charged for completing these? One of the questionnaires was 8 pages long with detailed information required. In a previous conversation with Michael Odom, Griff asked if we could charge for completing these and Michael said yes. Other associations charge for completing the questionnaires and to be paid to the Association at closing. The Fannie May documents are extensive. Some are only a few pages.

After discussion, **a motion to implement a policy that the document will be completed within 5 business days at a fee of \$50 for a standard closing questionnaire form and \$100 for complicated forms such as Fannie May or similar or mortgage closing related documents. The motion carried unanimously.**

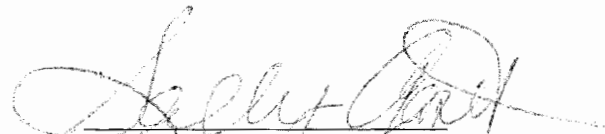
Board Meeting Schedule – We will meet the third Tuesday in August and the first and third Tuesdays in September as regularly scheduled.

Board members thanked property owner Cathy Hurley for attending the meeting. She expressed her appreciation to Board members for volunteering and stated that the Board and SWRA staff deal with a multitude of issues that many property owners do not understand.

A motion to adjourn Regular Session and move into Executive Session was unanimously approved at 11:27a.m.

Respectfully submitted,


Penny Alexander, Secretary


Sally Gantt, President

Date Approved: Aug. 15, 2023

TABLED ITEMS – *to be added back to agenda when ready to proceed.*

- *Bylaws Revision*
- *Document Retention*

Minutes
SWRA Board of Directors Meeting
July 18, 2023

Call to Order – President Sally Gantt called the meeting to order at 8:55 a.m. at the SWRA Centre following Executive Session. Board members Gene Akers, Penny Alexander, Kay Dickey, Lee Eastman, Debra Knight and Tom Nicholson were present. Community Association Manager (CAM) Mike Griffin and Associate Community Association Manager (ACAM) Mike Dean were present to report.

Approval of Prior Minutes

The Board approved the minutes of the June 20, 2023, Regular meeting as presented.

Guest: Realtor Bill Perry representing Eagle Ridge

Jennifer Jarvis Project Manager for Eagle Ridge had reviewed the landscaping plan with Griff & Mike D. when they met, and she left copies for review by the Board and ARC members.

Bill showed the original plat with a 30 ft buffer that has been disturbed when the buffer was mistakenly cleared. He also discussed drainage plans. The Developer John Lewis wants it to be appealing to the neighboring community as well as to future homeowners. Alexander Smith has studied the caliper sizes of trees that were taken out. The proposed plan represents approximately \$150K of landscape. This does not include the entrance to the subdivision. Plans have changed after they have met with a focus group so the developer now believes that the Eagle Ridge sub association will maintain the landscape and yard work as they believe many of the new owners would want this.

All the homes will have the master on the main level, some will be single-story, and some will be 2 story, some with garages. The buffer landscape would go in before the houses. Buffer zone will be irrigated. Probably another 9 months before they begin homes. Mike D and Griff met with Southern Coastal Homes Project Manager Jennifer Jarvis. The projected houses prices are \$350K to \$400K.

Mike D. will touch base with Jennifer, the Board wants a drawn rendering to scale of the plans and to let her know that the Board will be asking the SWRA Landscape Committee to meet to review and discuss. The Board was underwhelmed with the number of plantings and the size of the proposed trees/shrubs.

CAM Report: Discussion/action items added under Open or New Agenda

Between meetings Griff had shared several letters on collection of past due fees and other correspondence with the Board. Follow up on several items including job search for a permanent Community Services Patrol employee.

ACAM Report: Discussion/action items added under Open or New Agenda.

Mike D. continues with many maintenance items, condo board meetings, regular duties, gathering bids, meeting contractors, pool trespassing issues, covenant violations, vandalism and handling what comes up each day.

Gate Issues - Gate 34 Motherboard finally came in and other problems are being addressed. The receiver has been replaced, the router replaced, now waiting on AT&T to repair the phone lines.

Mike D. is gathering a quote on a Door King wireless system to address communication between the office and the gates and between the gatehouses.

Gate cards for entry for utility repair techs was discussed. This has been handled different ways in the past. Some now have gate cards. This might be an area where we should allow a limited number of gate cards/clickers for easier access. **Mike D. will pull a report to check on list of gate cards/clickers to see what utilities have gate access.**

TREASURER'S REPORT – Gene Akers

Revenue:

- SWRA is over the projected income from dues and assessments by about \$27,000.
- Gate transmitter fees is slightly more than the projected income.
- Impact fees are almost \$18,000 more than projected and Building permits are approximately \$34,000 more than projected.
- Transfer fees are about \$22,000 more than projected.
- We are currently showing a Total Income being \$125,000 more than projected.

Expenditures:

- Ordinary expenditures are within reason for the majority of the cost. centers without any significant changes over the past couple of months.
- Net Income is approximately \$65,000 which is a marked improvement from last month.
- Collected \$30,000 in annual dues recently. Gate Transmitter fees are slightly more than projected building permits are up. Transfer fees are up \$22,000 more than projected.
- Total income \$125,000 more than projected for the year and cost centers are doing well overall, expenses are being managed. \$65,000 additional income at this point budget wise.

OPEN AGENDA

Community Association Services Patrol Update – Griff reported that after the difficulty in finding a full-time employee that he and Mike D. think that a couple of part-time people may work better. He continues to fill in with current staff members while they work on a long-term solution. It has proven to be much harder than first thought to find a qualified employee for this position, partially due to the hours.

Condominium Management Agreement Update – Griff reported that all contracts have been presented to every group except for two that will go out today. Griff and Mike D. met with Stoneview Summit to go over Exhibit A in concept – no pricing listed because we are doing a time study. Griff has prepared all the needed items for the time studies to be completed by the staff. They will time and chart every activity including the setup of equipment. Plan to do 4 or 5 per property in order to obtain a reasonable average for each property to compare our monthly fee to the actual cost. We will then complete the new

agreements with proposed monthly management fee for each property and present to the SWRA board for review at a future board meeting in August or September.

Gene reminded all that there were many factors involved in why SWRA manages associations in addition to the actual costs. All of this information will come back to the Board for discussion and review before changes are made.

Unpaid Building Deposits – A list of an additional six properties discovered in the audit was reviewed showing the time table on when the permits will expire. Some of these properties are also behind on annual HOA fees. If work has started, then they will still owe the permit fees even if they have decided not to build. Four of the six have had no activity so the building fees would not be due, however any unpaid HOA fees are due.

Several others from this audit list have been contacted and collected recently:

- Lake Martin Developers - Mark Schroeder - Property Owners Brian and Jodi Edner paid their \$15,000 building permit fee that was listed under Lake Martin Developers.
- River Birch Cottage – Matt McIntyre has paid \$19,442.00.
- Camp ASCA – House on Knollwood has been notified of \$4,500 in building fees and additional annual fees that are outstanding.

The ARC permit policy and process for accessing and collecting permit fees has been changed so that permits will not be issued until all fees have been paid. This will hopefully alleviate the issue.

John Clements /SWRA Lot - Received an email July 6th from him letting us know that he is still interested in Lot 21 and that he is pursuing clearing of the title.

Coyotes & Deer – Griff had researched animal control/hunting/removal to follow up on a previous concern about coyotes and the ongoing overpopulation of deer. There is no longer a Game Warden, but he was referred to a state biologist for information concerning a Nuisance Ordinance. Griff reported on his findings and on those from the SWRA insurance agent. Trapping may be an option however it would be a long process as each property owner would have to give permission. Discussion followed on how to accurately determine the need or extent of a problem and the cost of a program. It was agreed that we will wait and see if this coyote complaint is an isolated case or were there many issues due to the amount of time and effort in getting the permission of owners to be on their property so traps could be set, checked and removed on a regular cycle.

3rd Annual Golf Cart Parade – The Parade was held Monday, July 3rd starting at 10:30 a.m. at the SWRA Centre. David Reaves is helping to organize again and we all appreciate his volunteering to do so. The Parade proceeded throughout the StillWaters Community for approximately 30 minutes. There were 40-45 carts loaded with families and several people standing along the route. The cart riders throw things to the crowd. We may need to provide a list of what can be thrown next year. The staff reported that it was a huge mess made by the melted candies, broken beads and other debris.

Golf Cart Policy Revision - Golf Cart Waiver and Release of Liability – Attorney Michael Odum provided a draft and Griff and Gene have reviewed it to suggest a few changes. Board will review it and then it will be checked again by Michael. This would be an addition to the Golf Cart Policy.

Concerns of how to include other type of vehicles and the correct terminology (unlicensed motorized vehicles, etc.) We need to define as best we can and completely as possible with the “and like” whatever the legal general term is.

Gate Camera Website – Discussion of replacement of gate cameras at both gates was held. There are issues with the cameras that need to be resolved. Mike D. has gathered additional information. He will pull the previously discussed quotes for replacing the cameras at both gates and we will put this on the agenda for our next meeting to discuss.

Paving and Drainage Issues - Mike D. met with Consultant Hagan Wagoner of ProgreCiv Group to look at drainage issues to evaluate and come up with solutions and costs associated with each. The areas are located at Lunker Court, Myrtle Drive, Eastwood Place, Shadow Lane, Whisperwood Drive, Cardinal Heights and Tanglewood Court. Hagan will develop a report with estimates.

Harbor Pointe Utilities is installing sewer lines on Red Bird Lane, Cardinal Heights, South Cardinal Heights, and North Cardinal Heights over the next several weeks. It has been moving slower than expected.

Mike contacted the developer of River Birch Cottages to add additional silt fence to prevent runoff from entering the creek behind the new houses being built. He agreed to install the silt fencing.

SWRA Lot Sales Project – Penny and Griff will meet Thursday with Realtor Sealy Hargrove to review a list of the 79 lots that SWRA owns. She has been researching and organizing the list of lots. The Board plans to list a handful at a time for sale but will have pricing so anyone interested in any of the SWRA loaned lots can be given a price. The sale of the lots will save SWRA the county property taxes and annual fire dues and will turn these into fee producing with the annual fees and assessments on each. They will develop a plan with Sealy and bring it back to the Board for approval.

Website Update – Lee has continued adding items to the website. He has a presentation for the Board to review the additions and layout. It was agreed that this will be on the agenda for our next meeting. We will be able to see what elements are there and all that are included that we have discussed over the last several months. A few items are still outstanding.

NEW AGENDA ITEMS

Architectural Review Committee (ARC)

- **ARC Documents – Infrastructure, Exhibit B, Compliance Agreement** – Lee had completed adding the language from the SWRA Attorney. He added definitions to some of the blanks and had sent to Attorney Michael Odom for final checking.
- **ARC Appointment** – Mike Knight was appointed to serve on the ARC by the Board and he has started attending ARC meetings.
- Lee Eastman was elected to serve as chairman by the ARC members.
- **ARC Exhibit B to 1987 Covenants Updated** – Board members had responded, and Lee sent to Michael Odum for his review. Lee will reformat and finalize once Mr. Odom responds then Lee will distribute to the ARC and the Board.

- ARC received 3 new permit applications this week. One for a new home.
- ARC has completed the updated policy for the permit application process. New policy has not been communicated yet.
- There were 5 new covenant violations since our last meeting.

The Landing Contract Transfer – The cancellation letter was hand delivered and a copy was sent certified mail. Griff has not received a response from them, but we were contacted by the new Birmingham management company, Neighborhood Management, LLC and Mike D let The Landing property owners know. Prior to issuing the cancellation letter, SWRA had received an email from the developer requesting transferring the HOA management over to the company that they want to use for all 4 of their developments in progress around the lake.

The Landing Meeting – The Developers J.R. Adams and Jason Wallace met with the owners. Griff and Mike D. A group of owners are working on draft language to add to the documents to change the language to address the rental issue. The developers agreed to many of the concerns of the owners. The owners decided to let the renters stay at this time however they cannot use the amenities. There could be four more homes, and a few have not sold. They discussed storage units on a lot, but the current owners did not want that, and Griff let them know that the land is all under the 1987 Covenants, so it is designated single family homes. Some other areas where storage/garages have been built separately were done so on land that was sold at the 2003 Bankruptcy Auction as Developmental property.

Eagle Ridge Update – Infrastructure work should be completed in September. The start of new home construction is probably approximately 7 months out currently. Plans are to build the houses along Moonbrook Drive first. The plan is to start off building the first 10 at the same time then drop back to building approximately 2 or 3 at the same time until houses start selling.

She hopes to have some preliminary house plans for review the first week of August. Mike D. asked her to add a “no trespassing” sign at the entrance to the development. She agreed that this would be a good idea. Some runoff complaints from owners on Whisperwood Drive and she had a meeting after ours with the infrastructure contractor and erosion monitoring/control subcontractor to further investigate why this is happening and not being addressed. Owners have also contacted APCO as well about the runoff into the slough along Whisperwood Drive.

She will also be providing an overall rendering of the development as well as a street view of the new landscape plan for us to review.

Eagle Ridge Annual Fees - Brandon Rice (attorney for Southern Coastal Homes) came by the office. SWRA had billed for the annual fees for 63 lots shown on the preliminary plat that was signed by the Board. In the past SWRA has billed as soon as the plat was signed. In these past cases the plat was immediately filed at the courthouse – the lots themselves have not been platted, they will do so once they are getting ready to build. This plat was deemed a preliminary plat for the infrastructure. Fees will be reversed and only the one large parcel will be billed for annual fees and assessment until such time as the lot plat is submitted showing the home layouts.

Whisperwood Owner – There was runoff in the massive rain of June 13th, 2023, and owner Bobby Ingram contacted Mike D. ADEM requires that you use “Best Management Practices” to minimize the runoff. ADEM is the contact, Ed Sawyer on these issues. Bobby Ingram wants his

slough dredged due to the runoff. StillWaters and Alabama Power could not require this. ADEM is in control, but it is doubtful that they would require dredging though they would most likely allow it. Mr. Ingram could apply for a permit and if approved could dredge the slough at his own expense.

Landscape Report - Chair, Debbie Nigh and other committee members had submitted a written list of items for the staff to address. Mike D. updated the Board on progress made.

- Grass and landscape maintenance continues.
- Sprayed weeds at intersection of Sunset Point Drive and Lakeview Ridge and also at the intersection of Moonbrook and Dogwood Trail.
- Fertilized the lantana in several areas around the community.
- Put grass seed and straw on area where Walnut Hill repaired the water leak on Lakeview Ridge next to the church parking area.
- Installed soaker hoses and a timer in lieu of repairing the irrigation system at the StillWaters Office.
- Trimmed the shrubs and removed shoots from trees at the medical facility.
- Removed the limbs that were hanging over the back of the medical facility.
- Removed section of tree leaning over the pool fence.
- Removed a downed tree on Beach Island Trace.
- Sprayed the poison ivy growing along the inside of the fence.
- Lift truck has been repaired and is back in service.
- Gator has been repaired and is back in service.
- Albertson Tree Service removed leaning tree on Palmer Drive and one dead tree threatening the power lines at the intersection of Moonbrook Drive and Greensbrook Drive. They also cleaned up the tree that was cut out of the road on Lakeview Ridge.

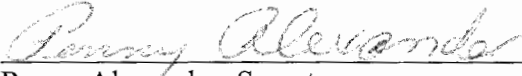
Mike D. reported that they are working down the list between grass cuttings and weed eating. There have been several storms recently that have required additional cleanups.

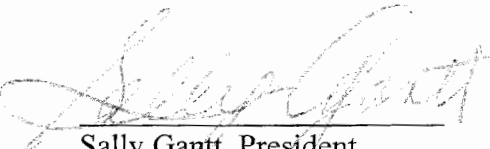
SWRA Social Club Potluck Dinner – This was formerly The Newcomer's Club; the name has been changed. Kay reported that over 25 people attended; some were new, but most had attended and event before. This was held on Saturday night, July 15th. Some door prizes were given out, Judy Hughes provided entertainment with her beautiful violin music. Kay is planning to meet quarterly.

Board Meeting Schedule – We will meet the first and third Tuesdays in August as regularly scheduled.

A motion to adjourn Regular Session and move into Executive Session was unanimously approved at 11:51a.m.

Respectfully submitted,


Penny Alexander, Secretary


Sally Gantt, President

Date Approved: Aug 1, 2023

TABLED ITEMS – to be added back to agenda when ready to proceed.

- *Bylaws Revision*
- *Document Retention*

Minutes
SWRA Board of Directors Meeting
June 6, 2023

Call to Order –President Sally Gantt called the meeting to order at 1:10 p.m. at the SWRA Centre following Executive Session. Board members Gene Akers, Penny Alexander, Kay Dickey, Lee Eastman, Debra Knight and Tom Nicholson were present. Community Association Manager (CAM) Mike Griffin and Associate Community Association Manager (ACAM) Mike Dean were present to report.

Approval of Prior Minutes

The Board approved the minutes of the May 16, 2023, Regular meeting as presented.

CAM & ACAM Reports:

Community Service Patrol - Griff reported that we are having a huge problem with the speed of vehicles and golf carts and people not stopping at stop signs. What we are seeing is that when the people see the patrol vehicle they are immediately slowing down. We are also meeting a lot of owners who are waving, stopping to talk, etc. so far most are excited to see the Community Services Patrol Vehicle on the road.

The Board reviewed a list of dates of holidays and football games that Griff presented. After discussion it was agreed that SWRA would share costs for off duty sheriff patrol with the condo association for the three major holiday weekends.

Condominium Management Agreements – Griff has spent a great deal of time working on the new management agreements for the condominiums. He has the following agreements completed:

- The Cove at Sunset Point
- Stoneview Summit
- Villas on the Harbor
- Harbor Pointe
- The Pointe
- Sunset Pointe II Building 300

Leaves to do: The Cottages and The Landing when the ownership is turned over to the homeowners.

He color highlighted the Exhibit A sheet to make it easier for the board to know what has and has not been done in the old agreement.

Already in Management Agreement

New to Management Agreement

Additional Charges for this Service

Remove From Management Agreement

The main body of the management agreement had not changed since the Board approved this part of the agreement. The only new part to the agreements is Exhibit "A". Harbor Point has an "Exhibit B" and "Exhibit C" that has been in their prior management agreements.

The Board discussed details and options. An analysis of the hours of labor spent versus the cost to supply the services is needed. It is hard to determine exactly as we use the same employees at different complexes.

It was agreed that we will hold off until fall to give the Condo Boards actual pricing. This would give Griff and Mike D. time to evaluate the time involved and scope of duties to better establish a realistic cost. Griff will give them the structure, scope of work and the Exhibit A for them to review, discuss and have their attorney review.

Dog Complaint Issue – We received a complaint from Tasha Dawkins in regard to a home on StillWaters Dr. by the 3-way intersection which is a rental home regarding two French Bulldogs that are on a lease 24/7 in the front yard, it is also believed that there are two more kept in the backyard. Supposedly the people in the home are breeding the dogs and advertising them for sale. Supposedly there is a sign on Hwy. 34 that is advertising the puppies for sale. Staff has sought assistance from several organizations. Mike D. has contacted the occupants of the home and the owner of the home about this issue. The dogs have been moved to a kennel area behind the house.

Stoneview Summit Condos - Sollie Engineering performed a railing inspection for all of the buildings. Report of findings is pending.

TREASURER'S REPORT – Gene Akers

No report this meeting. Financials were included in the Board packet.

OPEN AGENDA

ARC Documents – Infrastructure, Exhibit B, Compliance Agreement. Lee had distributed responses from Attorney Michael Odom to a list of questions and concerns over these documents and where we can stand legally on them. The board reviewed and discussed. Also discussed a refundable deposit of \$25,000 for developments to cover any damages to SWRA owned properties. Board members thanked Lee for his and the ARC members great work and all the time he has put into compiling these documents. Lee will incorporate the language sent from Attorney Odom and redistribute to the Board for final review.

Eagle Ridge – Infrastructure work continues. Mike D. notified the development that the large amount of dust being generated by the dump truck traffic cannot continue and that the water truck needs to be utilized on haul roads. He met with Bill Perry and Kerry Sayers to review issues to date. They have increased their time on site as a result. Kerry and Bill both live about 30 minutes from the site.

John Lewis is hoping to have a landscaping plan ready for us to review in a couple more weeks. He visited the job site this past Friday and plans to include some additional maple trees and post oaks in the areas where some of the buffer trees were left on the end furthest from

Copper's to add some color in the fall and to accent the trees that were left. Many of the trees that were left in this area are not necessarily desirable trees (sweet gums, etc.).

Gate Cameras – Mike D. had nothing to report at this time. Lake Martin Surveillance who handles the pool cameras. Gate maintenance Controlled Access Solutions quoted for back and front gates. Mike will gather additional information on the Lake Martin warranty and bring this back to the Board for further discussion.

Proposed Bylaw Changes Update – Michael Odom had responded that they are fine as presented to him. Gene will send the latest copy to Griff and Mike D. The main goal is to clean up some of the outdated and confusing language and to allow the Board to implement consequences under the Rule & Regulations section for those who do not comply with the Association's guidelines for the StillWaters community.

Motorized and Other Vehicles Liability – Griff contacted the SWRA Insurance Broker Michael Gallops of Assured Partners and Attorney Michael Odom. Both had replied with suggestions. SWRA has a policy that one is required to sign a waiver when registering and get a sticker; they also supply a valid driver's license. The board discussed whether we want to move forward with additional registrations, waiver signing and remedies. (For ex. impound vehicle without a sticker and fine if driving recklessly or without a valid license) The policy needs to have consequences and ways to address kids driving recklessly. Parents are either unaware or don't care. SWRA needs to protect the Association from liability, from stupidity and reckless behavior. Is there an ability to write a violation ticket and charge a fine? Having a golf cart on private roads in SW is not a right but it is a privilege granted to them. You cannot drive these vehicles on public roads. SWRA is trying to protect all owners.

Gene and Griff will work on modifications to the current policies, a proposed waiver and additional requirements and bring that back to the board as to what would be feasible.

Website – Lee has received a long list of Questions and is working on the Answers to be posted on the website in an effort to educate property owners through a Q&A section. Attorney Odom has reviewed some of the documents and his suggestions will be incorporated.

A new form for volunteerism will also be added to the site.

Family Fun Day on June 17th – This was postponed from Memorial Day due to the excessive amount of rains and the concern of tearing up the park grass and roadsides and was rescheduled for Saturday, June 17th. DJ OZ, the face painter, slides, teenage workers and Bob's Fine Foods were available for this date. The SWVF&R also rescheduled their Open House to that day. Andy Jones of Pointe Broadband contacted us. They are going to sponsor at \$500 and provide some items for kids. So, with Pointe Broadband and River Bank & Trust both sponsoring at \$500 each this will reduce the costs to SWRA for the event.

Document Retention – Carry forward. Gene and Griff will work on when time allows.

NEW AGENDA ITEMS

Architectural Review Committee - The Board appointed Liz Bradford to serve as a member of the ARC. Both the ARC members and Board had met with her to discuss the responsibilities and she accepted the appointment. The Board is grateful that she is willing to volunteer her time along with our other great ARC members.

Delta Development - Dell & Teresa Spivey new owners of the property formerly owned by the Zettlers/Riverwoods, LLC surrounding golf course property off of Moonbrook and Stagecoach and backing up to Vista Wood and Realtor Bill Perry made a presentation to the Board and discussed the proposed ideas for the 93-acre parcel. It was a good exchange of information, and they will come back to SWRA once they are ready to move forward with developing this new upscale subdivision.

Burning Period for Development/Site Clearing – Phase I of Eagle Ridge has completed the initial stages of site prep. Concerns about what can be done to control or reduce the smoke from burning were raised. The air pollution it causes, and the dust is detrimental to others around even if it is a single lot. Are there ways to work with ADEM or other governmental agencies? If they are burning per the ADEM guidelines there is not much we can do. We have limited them to not burn on the weekend. Mike D. has worked to make sure they are following the ADEM guidelines.

Letter From Property Owner – Property Owner Jim Martin sent a letter to the Board addressing his concern about the number of coyotes and the decline in the deer and other wildlife populations. He offered up the name D.J McDonald as a wild life control expert given to him by a friend who had hired Mr. McDonald to handle coyotes on his farm. Some Board members noted that their areas are still overrun with deer and that there seems to be less coyotes than in the past. It is hard to quantify. Griff could also contact the Game Warden to get his opinion on options available.

Staff Additions – We hired Patrick Mooney to fill the landscaping crew vacancy. His first day was May 31, 2023, and he is working out well. Also hired Joey Price to fill maintenance crew vacancy. His first day will be June 19, 2023, and he has a mechanical background.

Memorial Day Weekend Report – **Griff reported that** StillWaters Memorial Day Weekend was filled with a major influx of people, cars, golf carts, boats & other watercraft and multiple concerts and gatherings. With all this came heavy traffic on our roads consisting of SUV's, truck's, sedans and major influx of golf carts; followed with our beaches looking like the Gulf of Mexico with so many people, umbrellas and chairs. There were people walking on the side of the asphalt, middle of the asphalt and in the middle of the road.

It goes without saying if you have all this you are going to have issues. Most of the issues were not major; mostly cars and golfcarts parked in the wrong parking places or parked on the sides of the road illegally.

There were a group of 4 girls jumping pool fences and after removing them from a couple of pools, the Sheriff Deputies finally took care of that situation after our Community Services Patrol person contacted them.

The major incident was the stolen golf cart at Copper's as a property owner's son was leaving the parking lot and an intruder jumped on the golf cart demanding possession of the golf cart, the driver gave up possession and a little later the intruder was apprehended and taken to

Tallapoosa County Jail, luckily no one was injured. The golf cart was found the next morning, Mike Dean and maintenance pulled the golf cart from the hedges and an incline slope and returned it to the owner.

Vandalism – We are working on a complaint from an owner on Laurel Ridge Drive regarding kids riding 4 wheelers on his property and causing damage. They are also causing damage to the Stillwaters easement as well. There have been complaints about 4 kids in a golf cart driving recklessly on the golf course and there are concerns about safety.

Colonial Life Insurance Program – Griff explained a program for businesses and associations as a benefit for employees. They will board can purchase a \$10,000 life insurance policy for \$2 a month for each employee. The cost for SWRA to purchase this for all employees would be less than \$50 per month. **A motion to purchase this for all employees was made, seconded and approved six to one against.** The one no vote was in favor of the program but wanted to wait until the 2024 budget.

Trashcan Service Policy/fees – A letter went out to property owners without a signature on the letter. This issue has been addressed and letters will not go out without a staff member signing. 153 people are receiving the service. 24 have 2 cans and an audit revealed that 31 were not on one of the lists so they had not been invoiced and had not paid. It is estimated that it takes two members of our crew and gator two days a week to handle. We need to cover the costs.

A motion to charge \$50 for the 2nd cans at the same location was made, seconded and approved. It is \$125 for one trash can pick up and return. This rate will increase to \$150 for one plus \$50 for a second can with the October 2023 to September 2024. Those who had responded to the letter paying double will receive a credit.

Phone Voicemail System Corrected – These issues have been fixed. It was pulling up old data and mailboxes.

Covenant Violations – Cardinal Heights multiple vehicles parking on the street and other owners' lots has been corrected. There were several other general violations that have also been cleared up since our last meeting.

There was a complaint about dogs being chained in a front yard and concerns of dog breeding at the house. This has been addressed and remedied.

Other parking and screening violations have been addressed.

Condo Association Meetings – Kay, Debra, Griff and Mike D. will attend the upcoming ones where they discuss the SWRA contract list of scope of responsibilities in Exhibit A for each group.

Stop Sign Replacement – We are catching up on replacing worn out ones as needed.

ARC Building Fees – Mike D. discovered that the checks and balances were not as they should be for permit fees, there were discrepancies. ARC approves a permit and sends an invoice. There was nothing in place to keep a permit from being delivered if not paid. The Board agreed that a permit should not be given until payment has been paid. The ARC can review and approve the

project and determine the amount of the permit. The Board agreed that a permit cannot be granted to an owner on any parcel that owes fees to the association. Griff outlined a policy to correct the problem and to clean up the program. Certified letters will be sent to those who have past due fees outstanding.

Golf Cart Parade – The 3rd annual 4th of July golf cart parade will be held Monday, July 3rd at 10:30 a.m. The Parade will proceed throughout the StillWaters Community for approximately 30 minutes. The parade will end at Copper's for Dutch Treat Refreshments and Fellowship. David Reaves is helping to organize again and we appreciate his volunteering to do so.

Board Meeting Schedule – We will meet June 20, skip July 4th and meet July 18 as regularly scheduled.

A motion to adjourn was unanimously approved at 3:17 p.m.

Respectfully submitted,

Penny Alexander, Secretary

Sally Gantt, President

Date Approved:

Minutes
SWRA Board of Directors Meeting
April 18, 2023

Call to Order –President Sally Gantt called the meeting to order at 9:00a.m. at the SWRA Centre. Board members Gene Akers, Penny Alexander, Kay Dickey, Lee Eastman, Debra Knight and Tom Nicholson were present. Community Association Manager (CAM) Mike Griffin and Associate Community Association Manager (ACAM) Mike Dean were present to report.

Approval of Prior Minutes

The Board approved the minutes of the April 4, 2023, Regular meeting as presented.

Guests: The Board welcomed two property owners who attended the meeting.

Matt McIntyre River Birch – He is the builder of new homes and having to put in a new road for the additional lots he is building on. He stated that he is putting them in according to Tallapoosa County standards, building them to proper standards. His goal was to turn roads over the SWRA and continue the growth. Has sent all results to Consultant Hagan Waggoner and stated that he communicated via emails with General Manager Kevin Eason as he started. A board member asked what his main goal was in attending today's meeting? He wanted to present that to us, and said that when he spoke to Kevin, he thought that as long as he did things the way the engineer wants them done for SW there shouldn't be a problem in turning them over to SW as you do in a city.

Board members explained that SWRA does not take additional roads, all new subdivision own their own roads, parking lots, pools and other amenities that they add. SWRA took what roads (23 miles) that were deeded over from The Baptist Foundation at the 2003 Bankruptcy Auction along with other common areas.

Matt stated that, "in every place I have done this before, I have turned over to the municipality if I build it properly and tested by a certified engineer". The Board explained how other developments form their own homeowners' association to maintain and govern their subdivisions or condo associations. We recommended that he contact his attorney for guidance on how to set this up and asked that he share the River Birch HOA governing documents with SWRA prior to filing them at the court house. Mike Dean will gather some HOA documents as samples for Matt. Mike Griffin is always available to discuss items with Matt and others.

Matt had additional questions about the ARC changes in fees requesting that he be grandfathered in with what had been approved. We invited him to attend the ARC meeting this Wed. to provide documentation and discuss where he was in the permitting process.

The Board reviewed the previously discussed property swap. Matt will follow up with his attorney and respond back to us.

His construction timeline was discussed. He already has approval by the ARC for Phase II, has more property to plat, maybe 20 more to build, each house has its own individual pump station for sewer. There is a common mailbox station and there would be a lot or two that would be deeded along with the new roads he has added to the homeowners once he has completed development.

Matt thanked the Board members for their time and advice.

Debbie Pitts – Blue Creek Circle – She is a new full-time resident and expressed her concern that there is a pond holding water that is breeding mosquitos since the HP Marina made their addition when they built the new storage building. Can this be addressed?

Discussion followed.

She also asked about lots of surveyors around the Lots 1-10 Blue Creek Subdivision and we would like transparency on if and where a second boat storage building built. Lots 1-10 are part of the platted Blue Creek subdivision and under the 1987 covenants as single-family homes. This cannot be changed by the owner.

Debbie thanked the Board for their hard work and for taking the time to discuss her concerns. Board members welcomed her to StillWaters.

CAM Report:

Community Service Patrol Vehicle - A black 2017 Ford Explorer XLT was purchased for \$15,000. Griff had presented options for vinyl graphics for the sides and rear of the car that will be produced. There will be a light bar as suggested by the Sherriff that will be added. It will be important for property owners to be able to identify.

Accounts will be set up in QuickBooks in order to isolate and track the expenses.

Southern Coastal Homes – SWRA has received copies that they have added SWRA as an additional insured, they are using one site contractor for infrastructure J.A. Smith. It was suggested that our insurance agency review these documents.

They have started mobilizing equipment and will break ground soon. Ashley Sweat of Southern Coastal Homes has sent infrastructure plans and specifications per Mike Dean's request.

Management Agreement for Sub-Associations – Overall content of what was presented was very thorough and a great start. Mike Dean's comments about not pricing SWRA out of the arena were agreed with by Board. A form with approved language to use as a template is important. There are some differences in a Condo Association and a Homeowners Association so there will be two different agreements. It was agreed that we should limit types of services that we are doing for some of the associations. Debra, Kay and Sally to meet with Mike Dean and Griff to go over and come back to the Board with a recommendation after it has been fine tuned.

ACAM Report: Mike Dean

Sub Associations Updates – Mike and the SWRA staff continue with regular maintenance services in addition to managing and bidding several projects and completing the normal spring maintenance, landscaping and repairs.

The Pointe - Major assessment project to replace 21 windows, repair several sliding doors, and repair rotten wood on both building started on 3/29/23. The scope of rotten wood replacement is much larger than expected by the HOA. Mike Dean assisted with gathering the necessary

documents and financial information for their HOA to apply for a loan to complete some necessary building repairs that were discovered during their assessment project.

The Landing - Continued to act as a liaison between the owners and the developer:

- Drainage issue at 169 Landing Drive.
- Drainage pipe issue under driveway at 65 Landing Point.
- Water issue at 18 Landing Point.
- Window issue at 101 Landing Drive.
- Lawn service for 215 Landing Point.
- Drainage issue for 215 Landing Point.
- Sewer lift station issues with several owners.
- Obtaining bids for the landscaping of the HOA per the request of Jason Wallace.

Sept. should be the turnover of the development to the homeowners. Griff will find a copy of the agreement between SWRA and The Landing to see what was included. SWRA has not worked for the Developer. Contact Jason Wallace to let him know that he needs to handle management issues.

ARC Update – As a group they narrowed the list of interested candidates down to two that the ARC will interview hopefully next week. One of these has decided to sell their property and one could only serve until Thanksgiving. Developing a new infrastructure permit application. The existing building permit is being revamped to be more user friendly and to make some needed corrections and updates. The ARC is reviewing and updating Exhibit B document which will be passed by the Board and also Attorney Michael Odom. Approved 9 new permit applications. They are also working on the addition of information concerning open burning that coordinate with ADEM requirements.

Landscape Update - Debbie Nigh believes that there are 25 plants that need replacement along with the one tree that had been identified several months ago. Estimated cost of replacement plants is approximately \$1,000 to \$1,200.

- Burton Landscaping sprayed the weeds in the beds at the 49 Entrance for a second time as the first time did not kill all of the weeds due to all the rainy weather.
- Auburn Grounds trimmed the shrubs at the main office.
- Landscaping crew trimmed lantana in various locations throughout Stillwaters.
- Much of the lantana is probably not going to come back this year. The hard freeze apparently killed a lot of it.
- Still need to fill one landscaping crew vacancy.
- Myrtles at Gate 34 are looking bad, but we will wait to see if they come back.

SWRA Maintenance Items:

- Continuing to inspect signs throughout Stillwaters and identifying those that need to be replaced.
- Continued to move the speed radar equipment to various locations throughout Stillwaters.
- Hagan Wagoner inspected the drainage issue on Myrtle Drive, and we have developed a solution. Hagan will try to coordinate this work with other work that he has contractors working on to try to minimize the cost of the repairs to the drainage in that area.

- Plan to have Gene Lamb clean out several ditches near the entrance and exit of several culverts to get better water flow through the culverts that have been recently cleaned.
- Continued cleaning out culverts and ditches as needed.
- Received a report of debris buildup at one of the bridges on Beach Island Trace.

Covenant Violations:

- After several unsuccessful attempts to contact the owner, a Notice of Violation letter was sent to the owner of 122 Chinquapin Pass regarding several dog complaints and the unsightly condition of the property.
- Responded to a complaint on Eastwood Place regarding a neighbor's gravel driveway and dirt washing into the person complaining's property. Mike D. met with the neighbor at the site on Monday, April 3 to get the issues resolved. An issue with the other neighbor's new drain pipe that was just installed as part of a larger landscaping project was directed towards their neighbor's property and depositing dirt, rocks, and debris on their sitting area and pier. This neighbor at 54 Eastwood place has been contacted and sent pictures of the issues.

TREASURER'S REPORT – Gene Akers

Revenue:

- SWRA is a little under the projected income from dues and assessments by about \$6000.
- Gate transmitter fees are pretty much even with the projected income.
- Impact fees are almost \$15,000 more than projected and Building Permits are approximately \$33,000 more than projected.
- Transfer fees are about \$13,000 more than projected.
- We are currently showing a Total Income being a little over \$66,000 than projected.

Expenditures:

- Landscaping is over by nearly \$10,000 since we purchased the new lawn mower equipment from the operating budget.
- The Roads budget shows a current balance of approximately \$48,600 based on projected expenditures.
- Total Expenses are more than projected by approximately \$60,000.
- Net Income is pretty much zero at this point.

OPEN AGENDA

Financial Policies and Procedures – Gene presented the revised document for approval that had been emailed to Board. A short discussion followed with member thanking Gene for all the time and expertise that he put into this project as it is important to the Association.

A motion to accept as presented was made. Motion was seconded and approved.

Document Retention Policy – Board members had reviewed and discussed. Gene will work with Griff to be more specific in the draft timelines that were presented. It is a much-needed policy for the Association.

IT Updates –Griff continues working on the list with Troy Sims.

Family Fun Day on May 27th – The plans are progressing. Additional volunteers to assist us that day are still needed. DJ Oz will be there; the water slides and snow cone machine/supplies have been rented and a face painter has been hired. Evelyn has recruited 8-10 teenagers to work.

Griff had reached out to Phil Blasingame, Senior VP at River Bank & Trust in reference to our Fun Day on May 27th and Phil has committed a \$500 donation to support the event.

Bob's Fine Foods can set up under a tent and serve hamburgers, polish sausage combo. They do not require a guarantee on numbers.

We will use the hayride to transport people to the StillWaters Fire Dept. where they will have some water games at the station.

Computer / Server Organization – Griff will follow up with Troy Sims on the way we are housing documents on individual computers rather than on divided drives on our server.

NEW AGENDA ITEMS

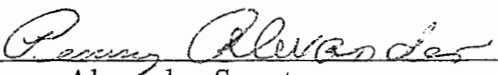
Tallapoosa County Dumpster - Next dates May 15-16 for StillWaters area.

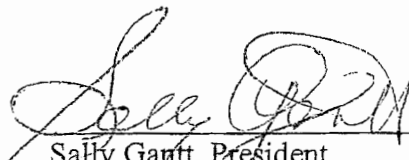
Website Update – Lee gave a Power Point presentation and solicited input from all showing the layout and content for the new site that is being developed. He has put a great deal of time and effort into learning and developing this. There was discussion on several items and the Board thanked Lee for his work.

Board Meeting Schedule – We will meet May 2nd and May 16th as regularly scheduled.

A motion to adjourn into Executive session was approved at 11:02a.m.

Respectfully submitted,


Penny Alexander, Secretary


Sally Gantt, President

Date Approved: May 2, 2023

Minutes
SWRA Board of Directors Meeting
April 4, 2023

Call to Order –President Sally Gantt called the meeting to order at 9:00a.m. at the SWRA Centre. Board members Gene Akers, Penny Alexander, Kay Dickey, Lee Eastman, Debra Knight and Tom Nicholson were present. Community Association Manager (CAM) Mike Griffin and Associate Community Association Manager (ACAM) Mike Dean were present to report.

Approval of Prior Minutes

The Board approved the minutes of the March 21, 2023, Regular meeting as presented.

Letter from Past Board Member Tom Dyne – Sally shared a lovely thank you note of appreciation from former Board member, Tom Dyne and his wife, Gloe Herbert. Tom has served the StillWaters community in many capacities for many years.

CAM Report:

Organization of General Manager's Files – Griff continues to re-classify manager computer files and folders for the Residential Association and Sub-Associations.

Office Copier Contract - The lease contracts for the two new Kyocera copiers have been signed and returned to Modern Business Systems, waiting on update for delivery. Shipped from either Atlanta or Mississippi, takes about a week to get them in, put the equipment together, software installed and delivered to the purchaser.

IT Issues Update – List is being addressed with Troy Sims of Sims Data. Virus protection has been renewed on all of the office computers. Kickback of M. Dean's emails sent from Griff's computer. M. Dean cannot scan to the copier and his computer is very slow. Waiting on new equipment to be installed by Troy. It is time consuming, but Griff is deleting thousands of K. Eason's junk emails. Troy installed a new router in Shana's office, needs battery backup and small table for the router to sit on. A list of questions with Troy's responses is attached.

River Bank & Trust Credit Cards - Finalization of (2) new credit cards at River Bank & Trust, each card will have a credit limit of \$10,000 totaling a new credit line of \$20,000. River Bank & Trust made the decision to wave securing the cards by board members personal guarantee or requiring a CD or money market account, The bank is securing the line of credit, the cards will arrive by Tuesday, April 4, 2023. The old credit cards will then be closed.

Rearranging of Office & Storage Spaces – Filing cabinets, employee uniforms, gate parts, furniture, bookcases, etc. have been moved to allow for an additional office for the ACAM and to organize cleaning supplies and other inventory items.

ACAM Report: Mike Dean

Condo Association Updates – Mike and the SWRA staff have been very busy with regular maintenance services in addition to catching up on many projects and completing the normal spring maintenance, landscaping and repairs. There have been additional long-term projects at some such as docks, sewer, siding and paving. Mike has obtained bids, handled documents, proxies, minutes, etc. for some of the associations depending on SWRA's contract with them. His report covered work done for Harbor Pointe, Villas on the Harbor, Stoneview Summit, The Pointe, Sunset Cove I, Sunset Cove II Building 300.

Sub Associations Updates from Mike Dean:

1. The Cottages - Obtaining bids to repair rotten area of one dock. Annual pine straw installation has been completed by a landscaping company.
2. The Landing - Continued to act as a liaison between the owners and the developer. Resolved the confusion about SWRA's responsibilities currently for The Landing. Annual pine straw installation has been completed by Nelson's Landscaping.
3. The Hideaway - Identified and had contractors correct several issues with the work being performed on the remaining four houses being built and some general items for the neighborhood. Trailer parked on streets. Mud and construction materials on the streets. Silt fences blown out by storms. Project being started by owners without SWRA ARC approval. Pool pump not pumping/lack of circulation in the pool.
4. Eagle Ridge Subdivision - SWRA ARC approved the infrastructure permit application. Started mobilizing equipment but are awaiting ground breaking until performance bond is in place and details are worked out by the Board.

Covenant Violations – M. Dean sent out thirty (30) Notice of Violation letters to owners with trailers, boats, PWCs, etc. parked in their yards and driveways throughout Stillwaters. Also handled a few neighbor-to-neighbor issues. Two-week deadline and will follow up again.

ARC Committee Vacancy – Requested bios from those that expressed interest in the open position. He has received 6 bios so far out of 8 who expressed interest. He will interview candidates once the final bios are received and reviewed and then make recommendations to the Board. The Board may want to interview candidates also.

Pineview Pool – Prep work complete for pool to Open April 1st.

ARC New Forms Update - Mike & Lee shared draft forms. They propose flipping the text explanation and then the fillable form after:

No Cost Permit Application

No Cost Infrastructure Permit Application

Need to revise Exhibit B of the Covenants. It has been changed/amended many times; however, the printed copies/books have not been updated properly. Lee and M. Dean will continue working on these.

Control / Open Burning & Incineration Laws - This came up because we had a builder clearing a lot and a retired ADEM person contacted Mike Dean stating that the burn was a violation. ARC states that you cannot leave it burning overnight, it should be attended to and have a water source. It was agreed that we need to update our policy, so it matches the ADEM

guidelines. **Mike D. and Mike G. will work on an informative draft.** May just want to attach the ADEM Chapter 335-3-3 to building permits, we want to definitely handle our due diligence.

SWRA Maintenance Items – Mike reviewed several tasks and repairs completed. Roto-Rooter cleaned out several culverts that have not been addressed in several years. The existing vacuum for the fountain needs replacement.

Landscape Report

- Annual pine straw installation on SWRA properties was completed by Southeast Straw.
- Burton Landscaping removed the ground cover and installed sod at the 34 Entrance.
- Burton Landscaping pruned the shrubs and trimmed the crepe myrtles at the 34 Entrance.
- Burton Landscaping sprayed the weeds in the beds at the 49 Entrance prior to pine straw being installed.
- Landscaping crew continued to work on the landscaping list that Mike D. gave them based on his and Chair Debbie Nigh's observations.
- Landscaping crew worked to clean up storm debris and clean out culverts and ditches throughout Stillwaters.
- New edger was purchased and delivered to the shop.
- Mowing and weed eating has started.
- Hired William Spraggins to fill one full-time vacancy on the landscaping crew.
- Posted a second opening but not response so far.
- Monitoring the plants at the front gate as some may have to be replaced.
- Night shift gate attendant has taken on the watering of the shrub bed adjacent to the gate attendant house where there is no sprinkler system.

TREASURER'S REPORT

No report this meeting.

OPEN AGENDA

Update on AT&T Invoice – Griff is still looking for information to determine what this applies to.

Financial Policies and Procedures – TABLED to next meeting. Gene will make edits and present at our next meeting for approval. Gene will send out again with revisions.

Document Retention Policy – TABLED to next meeting. Board members will review and be prepared to discuss at our next meeting.

IT Updates – Lee has turned a lot of the list over to Griff. Lee is working on finding additional sources.

The new switch is here but we will look for a better location.

Family Fun Day on May 27th – The plans are progressing; there were 3 people who signed up to help and a meeting was scheduled Tues. 3:00p.m. One has backed out; one is the husband of a board member and one said she couldn't attend meeting but could be available by phone. Sally, Penny and Debbie will discuss after this meeting.

Additional volunteers to assist us that day are needed. DJ Oz will be there; the water slides and snow cone machine/supplies have been rented and a face painter has been hired.

Griff has reached out to Phil Blasingame, Senior VP at River Bank & Trust in reference to our Fun Day on May 27th and asked him for some financial support. Phil told Griff to write up some details about the event and send it to him, he did say that they would do something for us.

Some food vendors were recommended by the Dadeville Chamber of Commerce. Sally has contacted a few area vendors. Bob's Fine Foods can set up under a tent and serve hamburgers, polish sausage combo. They do not require a guarantee on numbers. Board members agreed that using a Dadeville business was good and we want to support our local community.

We have an overabundance of SW tee shirts. It was suggested that we do an inventory of what we have, what we need to keep and then sell some of the extras at the event.

We will use the hayride to transport people to the StillWaters Fire Dept. where they will have some water games at the station.

Website Update – Lee trained with V3 last week with Trey. Lee had a list of items that he wanted to add to the website. Lee can do this, but Trey said he could get it all done in about 8 hours for about \$1,000.

A motion to pay Trey to make the changes. Historical documents – newsletters, reduce size for website. Board minutes – log into board portal. Let it run back to beginning. We will start with current documents and run backwards.

FAQ section with drop down with different areas. Lee needs help in developing FAQ questions and topics. Bylaws and Articles of Incorporation have been added back to the current website.

NEW AGENDA ITEMS

Security/Community Patrol – Griff met on March 23, 2023, with Chief Deputy Fred White and Sheriff's Deputy Joe Cowart with the Tallapoosa County Sheriff's Department. The purpose of the meeting was to get assistance and guidance in setting up the new Neighborhood Patrol made possible by property owner's voluntary contributions to SWRA. Chief Deputy White and Deputy Joe Cowart were extremely helpful and supportive in guiding Griff with their input, see below:

- Used Vehicle purchase – Griff's recommendation was a used 2011 to 2015 Toyota Highlander, Nissan Pathfinder, Ford Explorer SUV that would be very beneficial for patrolling and having room for the necessary equipment. They thought that was a good choice for our purpose. The vehicle will have custom SWRA Neighborhood Patrol lettering on the vehicle. The patrol vehicle will also be equipped with yellow and white flashing lights on the SUV roof and front grill.
- Communication equipment – all agreed that two- way radios would be the way to go on property but due to the terrain the radios just would not work, and they would also not have a way to contact the Sheriff's Dept. The only choice left is to use a cell phone for communication.

- Uniforms - Agreed with all one-color polo shirts, khaki pants, black shoes, patrolman will also be furnished a cap and jacket. All uniforms will be embroidered with a custom logo reflecting SWRA Neighborhood/Community Patrol. Deputy Chief White stated that this will help the deputies identify our patrolperson.
- Neighborhood signage – Could be placed throughout the property to remind owners, guests that this is here for their safety and to protect the assets of the community. It also lets anyone attempting to create issues, vandalism, theft, etc., know that we are watching out for this type of behavior, and hopefully serve as a deterrent.
- Training - Chief Deputy Fred White and Joe Cowart have agreed to conduct a half day training class for our patrol staff and possibly a few others that may fill-in due to sickness, vacation, emergencies, etc. The course will be a great opportunity to teach our patrol person Do's and Don'ts, what they can do as a patrol person and how to do it correctly. They will show them how to use the App "What Three Words".

Griff had developed a detailed job description, list of duties and a detailed proposed budget including vehicle suggestions/options and equipment requirements. His recommendations included the following equipment to be kept in the cargo area of the vehicle: First Aid Medical Kit, Life Jackets, youth and adult, Life ring buoy secured with polyethylene rope, Fire and Marine fire extinguishers, Flashlights and charger in patrol vehicle, fluorescent traffic cones. A digital camera – cannot use personal phone with camera if pictures are taken on an issue at the property or crime scene the phone would be confiscated as evidence. With a digital camera we would give law enforcement the scan card and replace it with a new scan card. Download the App on the cell phone "What Three Words" this is a tool to assist finding people in a search.

Budget & Job Description – Griff had presented a very detailed budget including equipment needs along with a well outlined job description. The Board had reviewed emails and again reviewed the budget and job description to discuss details. Discussion points were no golf, no marina, very few signs, not advertise schedule or hours, no jump batteries or changing tires, nor rendering first aid. No life jackets but we will include a life buoy. The hours will be flexible. Patrol person will not carry any type of weapon. SWRA would purchase a used vehicle up to \$15,000, plus insurance, gas, etc. This project is being funded from voluntary contributions by Members. The response was very good this year and hopefully would continue if Members see results and the Board determines that the program should be continued. Griff will post the job with duties adjusted as discussed, on Indeed.

A motion to approve the proposed Community Services Patrol budget with changes as discussed was made, seconded and approved.

Ballots – All Parcels

7.3 Elections to the Board of Directors shall be by written ballot. The Secretary shall prepare ballots listing the Board vacancies and those properly nominated to fill them and shall mail ballots to each member at least 14 days prior to the election. The member may cast as many votes as parcels owned for each candidate but may not cumulate those votes for one candidate in elections with more than one vacancy. The ballot must be signed by the member or proxy and returned to the Elections Committee for verification. The Elections Committee will verify all votes including those made by proxy and comparing the number of votes to the number of parcels owned. All Ballots will be held by the Committee as confidential. The Elections Committee may disallow all ballots not received by the due date or improperly executed by the member or proxy.

The determination of whether or not the common property parcels such as pools, common area, parks, parking lots, etc. should receive a ballot was discussed. Each of these parcels are billed separately for SWRA fees, county taxes and fire dues. Discussion followed. Ballots had not been sent out to all of these and it is not clear that all had received them in the past. It was determined that SWRA had never voted these common area properties in the past and it was determined that some condo associations/sub associations had, and some had not. For example, SWRA has 101 parcels but only voted 82 ballots that were residential lots. Parcels on the county tax records but not listed to be billed as separate parcels in the SWRA accounting only pay 1 fee and would be counted as 1 ballot or 1 vote. Discussion followed and it was agreed that all parcels/lots that are listed on the SWRA accounting system including common property should receive a ballot in the future.

Computer / Server Organization - Discussion was held on the way we are housing documents on individual computers rather than on divided drives on our server. Lee and Griff will address this with Troy Sims. It would be more efficient to have one master file/document on the server, access to documents can be controlled but any changes made only have to be done once therefore every staff member using a document is accessing the most up to date one.

Employee Issues

- Anita Gardner will be off for 6 weeks due to knee surgery. We need someone at front desk of office and someone to make out the permits and take minutes of the ARC meetings. Temp agency may be a resource and CAC in Alex City was suggested.
- Mike Griffin is having some eye surgery coming up in the next few weeks.

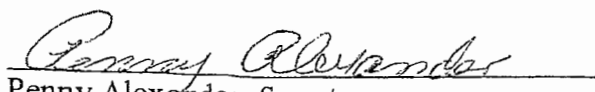
Sub-Association. Sub Committee – The Board had decided to disband the subcommittee now that we have our ACAM and CAM but to have Debra with her property management background and Kay with her legal experience to meet with Griff and Mike to work on the contracts/duties/etc. The plan is to much better layout and organize the responsibilities covered in the contracts and to standardize where we can. Each sub-association has had different services covered in the past and this may be true for some items moving forward.

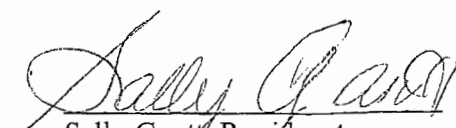
Sub-Association Taxes – There was some confusion on tax return filings for the sub-associations. It seems that in the past SWRA has filed their taxes for them at no additional charge. Griff will check into this further to gather more details.

Board Meeting Schedule – We will meet April 18th as regularly scheduled.

A motion to adjourn into Executive session was approved at 12:03p.m.

Respectfully submitted,


Penny Alexander, Secretary


Sally Gantt, President

Date Approved: April 18, 2023

Minutes
SWRA Board of Directors Meeting
March 7, 2023

Call to Order –President Sally Gantt called the meeting to order at 9:00a.m. at the SWRA Centre. Board members Gene Akers, Penny Alexander, Kay Dickey, Lee Eastman and Tom Nicholson were present. Community Association Manager (CAM) Mike Griffin and Associate Community Association Manager (ACAM) Mike Dean were present to report. Tom Dyne was excused.

Approval of Prior Minutes

The Board approved the minutes of the February 21, 2023, Regular meeting as presented.

CAM Report – Mike Griffin updated the Board on his work on the sub associations, proposal updates, working on researching, sorting and tasks. He briefly reviewed what he has found thus far. Contracts, documentation, insurance, additional named insured and indemnity documents were discussed.

- Copiers – We have a bid from ABS, and he will get another one from Brent Spink of Modern Business Systems.
- Cleaning up which staff member invoices are directed to in order to reduce duplication.
- Changing terminology for phone messaging from Burn “Permits” to Burn “Notification”.
- County Commission meeting is Monday March 13th.
- Invoice from AT&T for a DataConnect on a 4G Tablet, 250 MB was discussed, not sure what it goes to. Contacted Kevin Eason and he did not know.
- Office Storage Situation – Mike presented a plan to build some cabinets under the stairs, clean out upstairs storage area and filing cabinets that have paper and cleaning products in them and organize uniforms in the upstairs room. Some filing cabinets moved to Mike Dean’s office. The Board agreed that he should move forward with the addition of cabinets under the stairs and his reorganization plan. A motion was made, seconded and approved to build the storage cabinets, not to exceed \$900.
- Credit Cards – ours currently are with River Bank & Trust. River Bank does not do their own credit cards, it will go through First National Bank Omaha (FNBO). There is an option to put up a CD as a guarantee for the credit cards if FNBO will not approve based on the amount of money we have at the bank. The two cards had cumulative limits of \$10,000. Mike G. will continue to follow up on this. Each card will have an individual limit of \$10,000 each.
- Reviewed a few upcoming meetings with contractors/developers.

ACAM – Mike Dean reviewed the ARC report. Approved 9 new permits, 1 new home on Whisperwood Drive. Tom Dyne has officially resigned due to health issues. The Board will need to appoint a member to replace him but until that time the other ARC members have divided up

Tom Dyne's list of responsibilities. A few procedural items were discussed that the ARC had discussed at their meeting.

Landscaping - Mike D. met with Debbie Nigh, Chairperson on the Landscaping Committee and went around SW property. Presented a spreadsheet showing the list of items and which have been completed and what is left to be done. Growing season is upon us. He has shared spreadsheet with Debbie Nigh.

Paving – He met with Hagan Waggoner and reviewed the 2022 list of work. We have completed the patching and the most critical paving areas. Reviewed 5/17/2022 minutes and the approved paving and drainage for 2022. A spreadsheet of work was presented and reviewed with the Road Engineer. Favorable by \$2160 on paving and road repairs; unfavorable by (\$31,731.37) and drainage favorable by \$21790, therefore. we are over budget \$7,773.87 for Roads & Drainage.

TREASURER'S REPORT

Looking at budget as of now, our projected income is right on, and gate transmitter fees is as projected. Impact fees and building fees are up. Landscaping is up however this reflects a lawn mower that we purchased out of operating funds. Total expenses are less than what was projected. Way too early in the year to discuss net income.

Financial Policies and Procedures – Gene presented an updated and expanded version of the old policies. The Board reviewed and discussed. A few changes were agreed upon. Gene will make edits and present at our next meeting for approval.

OPEN AGENDA

Job Descriptions – Mike G. to ask staff to write up list of what they are doing and time requirement for each task. He will analyze and update organizational chart and duties and responsibilities to develop job descriptions for each.

Stagecoach Lot Sale – Tabled until next meeting.

John Clements. 11.25.20 recommended via email; some issues due to being a tax sale lot.

Security Plan – Mike G. will contact Sheriff Abbett or Fred White to discuss what parameters are of what a SW security person can actually do, what is the enforcement. Description of responsibilities such as observing and making a list of covenant violations as they ride around. Part-time, holiday and some other weekends. Point is to be visible. Need to define what our needs are and what are the restrictions.

Election Committee – Rhonda Jones, Rita McCollister, Debbie Nigh, Joel Rains and Kenny Walz will meet today, Tuesday, March 7, 2023, at 1:00p.m. at the SWRA Centre to count votes. Sally Gantt will serve as Acting Secretary since our SWRA Board Secretary is on the ballot this year.

Annual Meeting Preparation – March 11, 2023, at 10:00 a.m. at Church of the Living Waters. Lee prepared the Power Point presentation that has been reviewed by board members and staff and has been revised as needed. County Commissioner George Carlton, Sheriff Jimmy Abbett and State Representative Ed Oliver plan to attend. We will have a sign-up sheet for volunteers to help with the Memorial Day Event.

NEW AGENDA ITEMS

Lee reported on several IT items and recommended that:

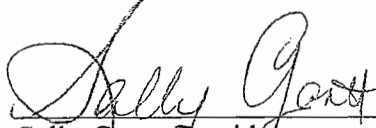
- Change Constant Contact- if we pay annually rather than monthly save \$126.
- Modifying our email filtering with Intermedia to the next level \$1/mo/email box. This would give us more protection. He has asked Troy for advice.
- The possibility of using the closet in Susan's office for an IT equipment closet and moving all or most of the IT equipment from the HVAC closet downstairs.
- Install additional cat 5e ethernet cable in the office.
- Intermedia – There were thousands of marketing emails in the General Manager's account that need to be deleted. Lee is cleaning up and working with Troy Sims on protecting our emails.

Board Meeting Schedule – We will meet March 11th immediately following the annual meeting and March 21st.

A motion to adjourn into Executive session was approved at 11:52a.m.

Respectfully submitted,


Penny Alexander, Secretary


Sally Gantt, President

Date Approved: March 21, 2023

Minutes
SWRA Board of Directors Meeting
February 21, 2023

Call to Order – Vice-President Kay Dickey called the meeting to order at 12:10p.m. at the SWRA Centre. Board members Penny Alexander, Tom Dyne, Lee Eastman and Tom Nicholson were present. Community Association Manager Mike Griffin was present. Sally Gantt and Gene Akers were excused.

Approval of Prior Minutes

The Board approved the minutes of the February 7, 2022, Regular meeting as presented.

Office Update – Mike Griffin reported that his largest issue is finding information. He is working on reviewing documents and developing a filing system to better find items.

TREASURER'S REPORT

No report this meeting.

OPEN AGENDA

Checking Account Signatures - Gene sent letters to all sub-association boards to decide and set-up who they want as signatory on their accounts.

SWRA Ballot Mailing – All ballots were mailed prior to the February 15th deadline as per the Bylaws. There is also a fillable option available if property owners contact the office requesting a copy. Ballots are accepted via mail, fax, walk-in or email as long as they are in the office or postmarked by March 3, 2023. An eflash will be sent out to remind property owners to vote.

SWRA Website – Lee reported that Eric Chaney is still hosting the current site at \$100 per month. He told Lee that he maintains it and change out articles. Lee will meet with Eric to have Eric show him the site and how to upload items until we can change over to the new website.

Sub-Association Insurance - Mike Griffin is gathering current documents from sub-associations to have all the information he needs and then he plans to meet with their boards. They will discuss renewals on their insurance policies.

Election Committee – Rhonda Jones, Rita McCollister, Debbie Nigh, Joel Rains and Kenny Walz will meet Tuesday, March 7, 2023, at 1:00p.m. at the SWRA Centre. Sally Gantt will serve as Acting Secretary since our SWRA Board Secretary is on the ballot this year.

Annual Meeting Preparation – March 11, 2023, at 10:00 a.m. at Church of the Living Waters. Lee will prepare the Power Point presentation with Gene providing the financial slides. Sally will coordinate setup with staff and invite County Commissioner George Carlton, Sheriff Jimmy

Abbett and State Representative Ed Oliver to attend. We will have a sign-up sheet for volunteers to help with the Memorial Day Event.

NEW AGENDA ITEMS

Sub Association Meeting with SWRA Board Agenda – On Feb. 11, 2023, 10:00a.m.

The SWRA Board members as well as the Sub-Association Committee members, Kay Dickey, Debra Knight and Drew Heederik introduced themselves. There was general discussion. Penny distributed minutes/notes of the meeting via email to all Sub-Association Board members. (Copy attached.)

Tallapoosa County Commission – Kay attended. This is the 2nd Monday of each month at 9:00a.m at the courthouse. Mike Griffin will attend also.

ARC – A change to the plat for the Cabin on the Greens was approved to divide the existing buildings from the land where the new unit will be built because the current owners don't want a joint homeowners' association.

Tom Dyne reported that the ARC has received no negative feedback on the new fees that are being charged. These went in to effect February 1, 2023.

SWRA eflash – This is handled through Constant Contact. Lee reported that a good deal of cleanup needs to be done. "The Secret is Out!" campaign to announce our new Community Administrator and Associate Community Administrator gave us some of the highest results ever. This campaign results show we have 1426 contacts in the database. 1001 people or 71% of the people opened it. 691 people or 49% clicked on the campaign but did not open it. There were 22 or 2% bounce backs (bad email addresses), and 2 people or 1% unsubscribed.

IT Report – Lee Eastman

Lee continues to work with Troy Sims on multiple issues. Lee now has administrative access to Intermedia (emails) and Constant Contact. He has requested administrative access to Jive for the phone system. After discussions with staff members, he is evaluating all office computers, email accounts, internet speeds and our network. The following reports were sent via email to all board members prior to our meeting.

Lee had emailed Eric Chaney concerning the website on Feb. 20, 2023:

"Hi Eric, I'm Lee Eastman, a member of the StillWaters Board. Shana gave me your information as the person to contact regarding the StillWaters website. Since Kevin's retirement, the Board has been identifying areas where we need more information. I have been designated as the Board person looking into all IT matters. As I understand from Shana you are hosting the website for us. Since we have only recently become involved in this, we would like to know what services you are providing for us about the website or any other areas. Please provide a summary of the services that you are currently providing including but not limited to the following:

- The scope of your services (what if any services do you provide other than the website?).
- Do we own the website or is ownership with you or someone else?
- What service is the website being hosted by (for example – GoDaddy)?
- What tools were used in the development of the site (for example Wix, WordPress, etc.)?

- Do we have access to development tools? If so, please provide the access information (login & password).
- In your agreement do you provide maintenance of the site (besides hosting)? If maintenance is provided, please state the level of maintenance (what is included).
- Can we maintain the site? If so, please provide the access information (login & passwords).
- Can we update the elements on the website? For example, add new manager's messages, and newsletters, make corrections to existing ones, and other information? If so, please provide the access information (login & passwords).
- Any other information that you think would be helpful for us to know?

Thank you in advance for your time and assistance in helping us with these questions and any other information you can provide.

Lee shared an email where he contacted Troy Simms of Simms Data with a list of items on Feb. 20, 2023:

“Troy, please know that I nor the SWRA Board are trying to take anything away from what you do for us, however, we strongly feel that we need someone on the Board or in the office to be able to back you up in case of emergency. My goal is to learn as much as I can then at some point train someone in the office (possibly the Assistant Manager, Mike Dean). We feel that it is essential to have internal backup procedures to avoid the issues we are currently experiencing with changing account information.

Along these same lines, I and the Board don't know the extent of the services that you provide for us. Please at your earliest convenience provide a comprehensive list of all the services that you provide so that we will know when we need to contact you.

Also, please coordinate with me a date and time you can be at the SWRA office to address these when you are in the SWRA office issues.

To-Do List ASAP:

On Feb. 17th we received a 7-day renewal notice from QuickBooks. We have been trying to renew it but have been unable. Talking with Kevin he advised that you had to do that. Please renew our subscription ASAP or contact me with instructions.

To-Do List for When You Come to the SWRA Office.

- We have hired two new people.
 - o Community Association Manager (Mike Griffin) to replace Kevin.
 - o A new position, Associate Community Manager (Mike Dean) will be in the office next to Shana.
- We notice we are using two different versions of QuickBooks. One for SWRA and a different one for the Condo bookkeeping.
 - o Is there a possibility that we can combine these into one version?
 - o About QuickBooks. I feel that we need a backup ability to renew our subscriptions in case something happened to you, or you were unavailable. We need to discuss this. (Mike Dean)
- Mike Griffin has received his new phone (SWRA owned). **(256) 496-7716**
 - o ActiveSync needs to be set up for his phone.
- **email boxes and Phones**
 - o ActiveSync needs to be set up for his phone.
 - o We decided that we (SWRA) would own the phone and the number because of 2- tier authorization. Keven used his phone for this and now we are having difficulty accessing certain accounts.
 - o This is the same reason that we are moving to email accounts with the address being the position rather than the person's name.

- Several users are receiving other users' email. We need to review and correct where necessary.
 - Dump contents of unused email boxes to file and delete box.
 - There are two phones in Robin's office. A portable and a base station.
 - We would like to move the base station to Manager's office (Mike Griffin).
 - Move the portable from Manager's office to the Associate Community Manager's office (Mike Dean).
 - Set up the new replacement phone (Anita) at the front desk.
 - Discuss installing a cell phone signal booster for the office (poor signal strength).
 - I would like to have access to Jive so that I can understand the system's capabilities and also act as a backup for you.
- **Internet connection with Spectrum.**
 - Speed tests show slow-down and up speeds.
 - Discuss moving to another level of service with Spectrum.
 - Discuss moving to Point Broadband (fiberoptic).
 - Discuss the make and model of the current wireless router (does it need to be upgraded?).
 - Discuss moving the wireless router to a better location.
 - Discuss adding access points or a mesh system to provide better signal strength and speed.
 - I would like to have admin access to the router.
- **Computers/Cameras, and other related devices on the network**
 - I'd like to create a spreadsheet listing all the active computers, their specs, location, age, and recommended replacement date.
 - I'd like to have access to the server.
- **Other Information/Questions**
 - Wi-Fi Signal.
 - Please provide us with a list of all logins and passwords of systems/software/agencies that you manage for us for safety purposes.
 - Susan is scanning records. When are those records being scanned too and are they being backed up?
 - How would you recommend that we notify people who are sending emails to Kevin's email that they should now use manager@stillwatersra.com? I was thinking about using the out-of-office to do this unless you have a better way.
 - Kevin has over 212K items in his email box. Much of this is ads and spam. Can you suggest an easier way to filter and remove these items other than going through them individually? Also, once this is done can we move the desired emails to a historical file rather than keeping them on the exchange server?"

Lee was excused at 12:20p.m. from the meeting.

Landscape – Tom N. working on all the options for different areas and sub-associations. He is researching and will turn it over to Mike Dean. He has discovered that no one has been in charge of fertilizing the front area at Gate 49. Auburn Grounds handles the grass cutting at all front and back gate areas.

Gate Attendant – Tom N. reported that we hired an additional gate attendant, Jerome Russell who will start Thurs. on the midnight shift on weekends.

Paving Update – Consultant Hagen Waggoner is completing the work that was approved for last year. He will send a list to Tom N. and is following up on a few drainage issues.

Boat Trailer Parking – People are parked over the line and others are parked in wrong places. Several trailers are in spaces that are not being paid. Tom N. would suggest that if we had a name and phone # at each of the numbered tags after they rent the slip, it might help. This area needs some work. It is a key lock system and there are a few open spots.

Newcomers Update – Kay stated that she is finding that once people come and meet other people they don't come back as they have connected with some other property owners. Kay will move it to quarterly events and maybe some daytime activities.

Bridge Table – There is one on order to replace one that was taken by mistake after an event.

Moonbrook Park Bathroom – The toilet paper holder had been damaged once again; it has been repaired.

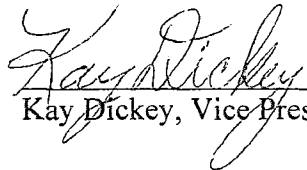
Family Fun Day Event – It will be held the Saturday, May 27th of Memorial Day weekend from 10-4. DJ Oz is scheduled to be there. Sally has reserved the water slides and snow cone machine. She and Penny will recruit some volunteers and work with the SWRA staff to organize the event.

Board Meeting Schedule – We will meet March 7th, March 11th immediately following the annual meeting and March 21st.

A motion to adjourn from the regular session meeting into Executive Session to hear from a Condo Association President was approved at 12:49a.m.

Respectfully submitted,


Penny Alexander, Secretary


Kay Dickey, Vice President

Date Approved: 3/7/23

Minutes
SWRA Board of Directors Meeting
February 7, 2023

Call to Order – President Sally Gantt called the meeting to order at 2:15pm. at the SWRA Centre. Board members Gene Akers, Penny Alexander, Kay Dickey, Tom Dyne, Sally Gantt, Lee Eastman and Tom Nicholson were present.

Approval of Prior Minutes

The Board approved the minutes of the January 31, 2022, Regular meeting as presented.

Office Update – Gene has been into the office reviewing and organizing hard and soft copies of documents and contracts. He has responded to all emails, cleaned up office some, working with office staff, paying bills, etc. Gene updated the Board on a few items. And praised our office staff. Everything seems to be working well.

TREASURER'S REPORT

- Gene did check a verification on the Security Patrol amount donated and the donation totals are correct.
- Robin has completed entering the 2023 Budget into QuickBooks.
- Gene is finishing up the 2023 Budget Report that will be published in the March newsletter and reviewed at the Annual meeting.

OPEN AGENDA

Checking Account Signatures – Jolie Waters at Regions Bank in Alexander City has the documents prepared for us to sign. Each member will go by to sign asap.

Election Ballot Mailing - Penny reviewed the packet to be mailed for the SWRA Board election. She has gathered several quotes to have it printed and folded at a commercial printer rather than printing at the SWRA office. It will save a good bit of time. We will still have to label envelopes, stuff and postmark. They will be mailed no later than Feb. 15th, 2023.

SWRA Ballot – SWRA currently owns 89 lots. A motion to cast a ballot of the SWRA lots for the nominees recommended by the Nominating Committee was made, seconded and approved. Gene Akers and Penny Alexander abstained from voting as they are running for election.

Insurance Umbrella and Liability Policy – We are waiting to hear back from our broker, Michael Gallops with Assured Partners in Montgomery who has been checking multiple companies for umbrella and liability policy coverage. Gene will call to follow up.

Annual Meeting – March 11, 2023, at 10:00 a.m. at Church of the Living Waters. Lee will prepare the Power Point presentation with Gene providing the financial slides. Sally will coordinate setup with staff and invite County Commissioner George Carlton and Sheriff Jimmy Abbett to attend.

Riverbirch Lot Exchange – Matt McInnis is the contact person. Agreed to Table.

By-Laws Update –Rules & Regulations to be mailed with the redline version. Tabled.

Locks, Door Codes and Alarm Codes – Access and keys to the SWRA Centre was discussed. It was agreed that it is time to change the keypad code to be used for after-hours groups.

Election Committee - Rhonda Jones, Debbie Nigh, Rita McCollister, Joel Rains and Kenny Walz have agreed to serve to count the vote on March 7th at 1:00 p.m. Sally Gantt will serve as Acting Secretary as Penny has recused herself since she is a candidate. Robin Ulrich will assist to verify that owners casting ballots are in “good standing” with the association. The SWRA Election Committee Guidelines will be emailed to all members of the committee prior to the count.

New StillWaters Map – Susan Thames continues updating the StillWaters property map.

ARC Report – Tom Dyne, Poplar Point Issue - One owner started putting in a seawall on his property and across the land owned by SWRA without a permit. The work was stopped as he was disturbing the lake bed and did not have a permit from AL Power either. Alabama Power will not approve any work until SWRA ARC has. The owner is presenting his plans at tomorrow’s ARC meeting, but the Board needs to decide whether or not the seawall will be allowed on the SWRA property involved. **After discussion, a motion to approve the owner’s request to put the seawall across the SWRA lot which is a drainage area at his expense as long as it doesn’t negatively affect the drainage and that it matches the adjacent seawall on either side of it was made, seconded and approved.**

NEW AGENDA ITEMS

VOTH Feb. 4th Board Meeting Report – Kay & Sally attended a meeting with some of their Board members. They reported briefly and felt that some confusion had been cleared up. The Board President was under the impression that their management contract was with Kevin Eason personally rather than SWRA. There were a few items that Kay and her committee will follow up on.

Sub Association Meeting with SWRA Board Agenda – Feb. 11, 2023, 10:00a.m.
This will be a general topic, informational meeting. We will introduce the SWRA Board members as well as the Sub-Association Committee members, Kay Dickey, Debra Knight and Drew Heederik.

Updating Financial Policies and Procedures - Gene – Board agreed to Table at this time.

Scheduling Use of the SWRA Community Room – Office staff is handling.

Purchase Order Process – There is some confusion on this as there is a policy that was developed; however, Kevin Eason had told Gene that it wasn't being used. There has been a system in place. The old procedure will be reviewed and updated in coordination with our accounting firm.

IT Report (attached) – Lee Eastman

- **Camera Update** – There is one non-essential camera that is not working. Jeremy Fuller of Lake Martin Surveillance has prepared a proposal to replace all the cameras at Gate 49 at Kevin Eason's request. Kevin had told Jeremy that the system was old and may need updating. The bid to replace front gate system was \$3,493.67.
 - The new modem at Gate 34 corrected issues with all but one camera here. **Lee and Tom N. recommendation is that we do not replace these two cameras at this time. The Board agreed.**
- **Gate Software** - Received a message from Kevin about renewing the gate software with DoorKing. This is done online with a credit card. Gene will handle.
- **Website** – Lee will begin training sessions with V3 to finish up the new website. Kevin was not able to tell Lee who hosts the old SWRA site nor was Troy; Lee is researching.
- **IT/phone/computer** – Lee has had multiple conversations with Troy on areas of concerns.
- **Job Search** – reported on the process and chart of details.
- **Email Archiving** – It was discovered that archiving with Intermedia was not turned on. It is very inexpensive and is necessary to preserve and protect the association. Board agreed that all General Manager's emails should be archived.

121 Disposal Service - They will begin offering residential trash service in April 2023. They placed an ad in our February newsletter. An explanation that they are not replacing GFL but will be in competition with them will be in the March newsletter as there have been a few calls from residents.

Tom Nicholson reported on his areas of responsibility:

- **Maintenance Crew** – Tom Nicholson reported that Alan Price does a great job in his role and responding to issues, communicates with Tom as needed. Alan showed Tom the various things he handles at the condos with both elevators, fire alarm systems and property owner key issues, and there is more for Tom to learn.

Alan and Drew met with Scott Roe roofing on an issue at Stoneview Summit and we've gained approval to install new ridge shingles for \$600 at their cost.

A condo owner has asked about progress of water damage repairs in her unit, that will be handled.
- **Pine Straw** – Tom N. has contacted the same company, Southeast Straw who handled the pine straw order last year. He will continue working with their staff member to analyze how many bails are needed as there are no written records as to how many bails are needed at each condo. The company representative will meet with Tom N.

- **Landscape** - A landowner on S. Fern Ridge has emailed complaining about yard debris he claims SWRA put on his property; however, it appears that these limbs are old wood and have been on the property for a long time. Tom N. will follow up.
- **Paving/Drainage** – Tom N. talked to Hagan briefly to let him know that he will be his contact until we hire a new Community Association Manager. Hagan plans to have paving company complete last year's scope then start new work. Tom N. will let him know our budget and define scope of work to be done. Hagan is aware of the drainage issue on Cardinal Heights and responded that they are still working on the plans to correct the problems.
- **VOTH Drainage** - Drew will meet with Hagan Waggoner on Wednesday about a Villas on the Harbor storm drain to access the situation. This would be a VOTH expense.

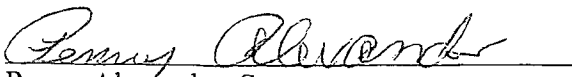
Tallapoosa County Commission – Kay will attend. They meet 9:00am on the 2nd Monday of each Month.

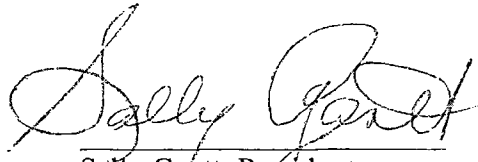
Eagle Ridge Subdivision – Kay will check to see if it has been recorded at the county. SWRA annual fees will be prorated and charged on the 63 platted lots as per the governing documents.

Board Meeting Schedule – The Board will meet Thursday, Feb.9th to meet with candidates for the CAM position.

A motion to adjourn the meeting to Executive Session at 4:00p.m. was approved.

Respectfully submitted,


Penny Alexander, Secretary


Sally Gantt, President

Date Approved: 2/21/23

Minutes
SWRA Board of Directors Meeting
January 31, 2023

Call to Order – President Sally Gantt called the meeting to order at 9:12a.m. at the SWRA Centre. Board members Gene Akers, Penny Alexander, Kay Dickey, Sally Gantt, Lee Eastman and Tom Nicholson were present. Tom Dyne was excused. General Manager Kevin Eason was present to report.

Approval of Prior Minutes

The Board approved the minutes of the January 24, 2022, Regular meeting as presented.

Guests: Michael Johnston visited the meeting. He had a few questions concerning the voting process. He asked why SWRA lots are voted by the Board. History has been that the Board votes go to the candidates that were nominated by the Nominating Committee, however these ballots have never changed the outcome of an election. SWRA owns the lots and are therefore members with one vote per lot. Mr. Johnston stated that he did not realize that it was part of the process to go before the Nominating Committee to be interviewed and that they had already met and made their report. He asked who serves on the Election Committee. The Board explained the process. He thanked the Board for the information.

General Manager's Report - Kevin Eason

SWRA Liability Insurance – The D&O Insurance has been renewed at the same premium as last year \$22,523 plus the surplus lines tax and fees.

Sirius Insurance Corp will not renew the umbrella and liability policy when it expires the first of March. Our broker, Michael Gallops with Assured Partners in Montgomery is checking multiple companies for umbrella and liability policy coverage.

Utility Maps –Tom N. will work with Kevin to have additional copies of the maps that SWRA has on utilities (mostly water and sewer) printed. Metro graphics – Greg Sellers. We need to find out if Hagan Waggoner can locate and obtain copies of utility maps.

TREASURER'S REPORT

- HOA Dues and Assessments: showing nearly \$40,000 more than budgeted
- Annual Gate Fee: showing about \$12,500 more than budgeted even with some owners turning in their devices after a \$25 annual increase
- Security Patrol Voluntary Fee: showing a balance of \$76,500; our original budget was only \$55,000
- 1946 property owners
- Deadline for dues is today however the late charge will be applied February 15th. This outcome bodes well for other special projects.

OPEN AGENDA

New StillWaters Map – Susan Thames continues updating the StillWaters property map.

Bylaw Focus Group – Michael Odum has reviewed the redlined version and responded that it is good to go. Our next step will be to develop a list of “Rules & Regulations”.

Camera Update

- Pointe Broadband has fixed the modem at Pineview Pool for the cameras this morning.
- Front Gate Cameras – A couple are not working, and technician will check today.
- Back gate – Kevin has ordered a modem as one is bad. Kevin emphatically stated, “do not let anyone open the gray box on the back wall, it will mess up all the cameras, spaghetti wires.”

Security Patrol – In previous meetings the Board has discussed patrols. Pricing had been gathered on 1 person, 40 hours, Wed. – Sunday. 4pm – midnight with SWRA purchasing a patrol car (may be available at state surplus or other auctions). Light bar of green/yellow and white can be added, no blue allowed. Security company charges \$18 per hour and car \$10-\$15. We can pay \$12. Need to check on any additional insurance as long as they don’t carry a gun or respond to help in an emergency health situation. Hopefully, they can monitor noise, golfcarts, fireworks and SWRA can fine for violations.

The Landing Banking – Shana Ellis, reported via email to the Board that The Landing has added her as a signer on their checking account. Kevin had given her a letter to take to Valley Bank that would allow them to remove his name from the account. However, Candice Chaney is still on the account. Shana spoke with Ashley Holley at Valley Bank regarding this. She said to email her a copy of the Board minutes showing that Candice Chaney is no longer employed at SWRA and should be removed from The Landing checking account.

RESOLUTION:

The SWRA Board approved a motion to notify Valley Bank that Kevin Eason and Candice Chaney are no longer employed with SWRA and should be removed as signatory on The Landing banking accounts.

Banking & Credit Cards – Phil Blasingame is account representative at River Bank & Trust.

A motion to add Gene Akers and Robin Ulrich and to remove Kevin Eason and Monica Peterson and any other former employees was made, seconded and approved by the Board. Gene will contact Phil to see what is required in order to remove Kevin Eason and Monica Peterson from the account and add Gene Akers and Robin Ulrich.

Also, to issue new credit cards on the River Bank and Trust credit card account for Robin Ulrich and Shana Ellis and to cancel any former employees’ cards on the account to include but not limited to Kevin Eason, Monica Peterson, Eric Cheney and Candice Cheney.

SWRA continues to maintain an account with Alabama Power Business Account. **Gene will check to see who is on the account and what is required to update the signatures.**

Fuel man card and the Regions credit cards that require an individual’s name have been closed as they had Kevin’s personal information attached.

Board Lists of Information - Kevin is still sending requested documents and lists. Each Board member has or will meet with Kevin for some details on different areas of responsibility. Sally is following up on the long list of items that she requested a couple of weeks ago to insure a smooth transition. Gene will be in the office on a regular basis to handle emails and other requests from residents, vendors and others.

SWRA Lot Exchange – Matt McInnis (dad is Mack McInnis in Montgomery). Kevin had reported that Riverbirch Cabins does not want ownership of the SWRA section of road (it goes past the existing cottages and the bridge). The Board had asked Kevin to talk with Mr. McInnis in an effort to move forward on deeds exchange of SWRA lots 44A, 44B for the Lots 13 and 14 on Palmer Drive. SWRA will not take the new road that he puts in, but SWRA will keep ownership of the existing SWRA owned road. **Kevin stated that he had contacted Matt McInnis and that he is willing to do this. The Board will need to follow up on how to proceed to complete and document the exchange.**

ARC Fee Increase Recommendations – Tom Dyne and Lee Eastman are working on the final layout of ARC revised fees form that are effective February 1st, 2023. This will be added to the SWRA website, distributed at the annual meeting and published in the March newsletter along with the annual SWRA budget for 2023. There has been further discussion on separating this fee information into each type of building category to reduce confusion.

Storm Damage Cleanup – Triston Albertson is contracted to remove the large tree stumps and debris once it dries out. This removal is not the responsibility of Alabama Power. Kevin stated that there was no written agreement but that it is usually priced by the load. Estimates are coming in at \$5,000. **The Board has already approved this.**

NEW AGENDA ITEMS

Tallapoosa County Subdivision Requirement Change– County Engineer Joseph Moncrief has informed SWRA that a requirement change has been made to county regulations for subdivisions. There is a 15,000 minimum square footage for individual lots in subdivisions. However, the county grandfathered in and approved the Eagle Ridge plat phase I as presented with some lots smaller than 15,000 sq.ft. The Board has been copied on the email string between all the parties involved in the last exchange concerning the Southern Coastal Homes Eagle Ridge Subdivisions.

SWRA Family Fun Day Memorial Day – Sally and Penny will meet with Kevin to move forward on this event. He has already reserved DJ OZ. Ballard Rentals– they provide generators for slides, and we use ours as backup. Check water supply a few days before to make sure it works. Alan knows to get things over on Friday – lay hoses out that morning. Snow cone machine is rented from them also.

Tallapoosa County Commission - They meet 9:00am on the 2nd Monday of each Month. It is important to attend if there is a SW plat being presented. Joseph Moncrief is the county engineer. They will sometimes have questions about the plat.

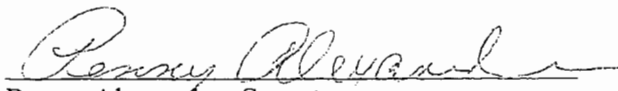
Kevin's Retirement Lunch – All Staff and Board members will hold a luncheon in Kevin's honor at noon today at the SWRA Centre Community room. SWRA will give Kevin a gift card and staff has a present also.

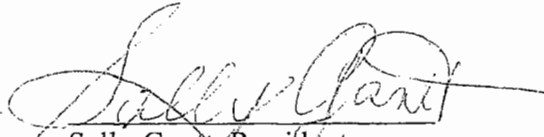
Sub Association Sub Committee – Kay has agreed to handle the sub association issues and communications. After discussion, it was agreed that additional input could be beneficial due to the number of associations, the number of ongoing projects and skill sets of a couple of people. **A motion was made, seconded and approved to ask Drew Heederik and Debra Knight to serve on the committee.** They will assist Kay Dickey.

Board Meeting Schedule – The Board will meet Thursday, Feb. 2nd to discuss the interview process. We will then return to the scheduled 1st and 3rd Tuesday of the month in February. There may be additional meetings of all or part of the board until we find and train the new Community Association Manager.

A motion to adjourn the meeting to Executive Session at 11:00a.m. was approved.

Respectfully submitted,


Penny Alexander, Secretary


Sally Gantt, President

Date Approved: Feb 7, 2023

Minutes
SWRA Board of Directors Meeting
January 24, 2023

Call to Order – Past President Tom Nicholson called the meeting to order at 9:00a.m. at the SWRA Centre. Board members Penny Alexander, Gene Akers, Tom Dyne and Lee Eastman were present. Kay Dickey and Sally Gantt were excused. General Manager Kevin Eason was present to report.

Approval of Prior Minutes

The Board approved the minutes of the January 13, 2022, Regular meeting as presented.

Guests: Michael Johnston introduced himself to the board. He intends to run by petition for the board and is currently gathering signatures to qualify. He and his wife moved to StillWaters 2 years ago and they love this community.

Debra Knight attended the meeting. She has been recommended by the Nominating Committee for the Board. She has served on the Landscape, the front gate Lighting subcommittee and Christmas Committees in StillWaters for several years.

General Manager's Report - Kevin Eason

SWRA Liability Insurance – We received notice that Sirius Insurance Corp will not renew the umbrella and liability policy when it expires the first of March. Our broker, Michael Gallops with Assured Partners in Montgomery is checking multiple companies for coverage. Kevin stated that Oakwood Lake and the roads has a negative effect on rates, the pool safety standards are seen as a positive as is not having waterfront.

The D&O Insurance terms January 26th however the underwriter reported that the quote may be renewed at the same premium as last year \$22,523 plus the surplus lines tax and fees.

Concrete Spill - There was a concrete truck spill on Moonbrook right before you reach the park as you enter StillWaters. Kevin stated that the staff was able to use a chemical to get some of the concrete up but did not work completely.

Dadeville Gas Company - They are installing a new gas line on Stagecoach and have been informed of the right of way repair requirements. They are currently waiting on equipment to do an underground bore rather than cutting the asphalt.

Paving – Ingram has been in to do a small amount. Hagan Waggoner has recommended that we wait for temperatures to warm before having them pave major areas.

SWRA Window Decals - The window decals came in last week and will be mailed with the ballots.

Utility Maps –Tom N. will work with Kevin to have additional copies of the maps that SWRA has on utilities printed.

TREASURER'S REPORT

Gene stated that Robin is loading the budget numbers into QuickBooks.

OPEN AGENDA

Bylaw Focus Group – Gene reported that he and Penny had worked on updating the original redlined version after comparing the notes from our focus group meetings. The Board reviewed the changes. The next step is to send a copy Attorney Michael Odum for his review. The Board discussed adding language of email notifications in 7.3 and 12.3 of the By-laws in addition to mailing notices. As part of the By-laws mail out, we need to include a copy of the Rule & Regulations.

SWRA Website – Lee will move forward with the training once SWRA has paid the remainder of the contract.

IT Support – Troy Sims of Sims Data. Lee has contacted Troy on several issues to gain a complete understanding of our systems.

Pineview Pool Cameras –Pointe Broadband has fixed the modem and did get an internet connection at the pool house for the security cameras. The cameras are recording. **Kevin is waiting on Lake Martin Surveillance to come to connect the internet to the correct static ip.**

SWRA Lot Exchange – Matt McInnis of Riverbirch Cabins does not want ownership of the SWRA section of road (it goes past the existing cottages and the bridge). The Board asked Kevin to talk with Mr. McInnis to move forward on deeds exchange of SWRA lots 44A, 44B for the Lots 13 and 14 on Palmer Drive. SWRA will not take the new road that he puts in, but SWRA will keep ownership of the existing SWRA owned road. **Kevin will contact Mr. McInnis.**

Banking and Credit Cards – Fuel card and the Regions credit cards that require an individual's name have been closed as they had Kevin's personal information attached. However, on the River Bank & Trust, need to remove Kevin and Monica Peterson from the account and add Gene and Robin. SWRA has maintained an account with Alabama Power Business Account.

App for Gates and Pool Gates – Tom N. and Lee will work with Kevin and Troy Simms to download and change who can access this system.

ARC Fee Increase Recommendations – Tom Dyne reviewed the revised fees from the ARC. February 1st effective date on them. He explained the list and discussion followed. Suggestions were made to change the titles or language in order to communicate the different categories of units more clearly. Tom D. will discuss after the meeting with Penny and Tom N. The goal is to spell out as much as possible to avoid confusion or misinterpretation from individuals or developers of larger parcels who plan on building. The costs to SWRA were discussed.

NEW AGENDA ITEMS

Cottages at Lake Martin at SSP- The owners have presented a Corrective Plat that removes lines showing individual lines on association common space parking spaces adjacent to the garages. The Developer is turning the Association over to the owner's so this came up when they were reviewing legal documents. **A motion was made to approve the Lake Martin at SSP plat as presented in order to show one parcel without individual parking places. The motion was seconded and approved.**

Storm Damage Cleanup – There are trees that were left all over the community after the last storm. Estimates are coming in at \$5,000. Alabama Power is not responsible to clean up the debris and many of the trees are just too large for our SWRA equipment and we don't have location to take the debris. **A motion to approve the clean-up of storm damaged trees throughout StillWaters at the \$5,000 estimate was made, seconded and approved.**

SWRA Annual Fee Collections – These continue to come in on schedule.

SWRA Family Fun Day Memorial Day – Sally and Penny will meet with Kevin to move forward on this event. He has already reserved DJ OZ.

Landscape Report – Landscape committee member Charles Munden worked with the SWRA staff to finish up the redo of the island just in front of the gatehouse at Hwy 49. It looks great. **There is no irrigation in this space so it will be put on the staff's schedule to water.**

Villas on the Green 2nd Parcel – A new buyer has a contract on the cleared parcel at the intersection of Moonbrook Dr. and StillWaters Drive that was sold to "Villas on the Green" by SWVF&R. The new owner will build similar units, and plans for all to be in the same condo association as the existing units.

Gate Entry System – Kevin has recommended that we stop the sale of transmitters to non-property owners, renters, boat storage owners and vendors as we are approaching the capacity for our current system. Those who already have transmitters will be grandfathered in, others will be able to come through the front gate at Hwy 49.

Ballot Letter and Ballot – Kevin and Sally will prepare the ballot for the upcoming board election. He will include the resumes of the three nominated candidates in the next newsletter along with the report from the Nominating Committee so that others may run by petition if they desire. The resumes of all candidates will be included in the election mailing. The letter will include information about the upcoming proposed bylaw changes. The ballots and letter must be mailed no later than February 8.

Kevin's Retirement Lunch – All Staff and Board members will hold a luncheon in Kevin's honor at noon on Tuesday, January 31st at the SWRA Centre Community room.

SWRA Annual Meeting – The Board asked Kevin to return to attend the March 11th Annual SWRA meeting so that Members may have an opportunity to speak with him. He agreed to attend as long as there are no plaques or presents.

SWRA Boat Storage Area – There are issues sometimes with people parking in someone else's space or blocking a space. The suggestion has been made that a fine be put in place for violations. Kevin stated that it is often hard to identify the owners and that SWRA does boot or move the violators when possible.

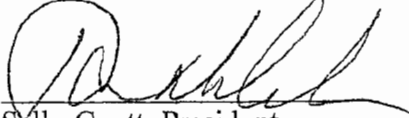
Board Meeting Schedule – The Board met with the staff at 9:00 on Tuesday, January 17th to discuss the transition with Kevin Eason's retirement. The upcoming Board meeting schedule is January 31st with lunch following. We will then return to the scheduled 1st and 3rd Tuesday of the month in February.

A motion to adjourn the meeting at 11:00a.m. was approved.

Respectfully submitted,


Penny Alexander, Secretary

Date Approved: Jan. 31st 2023


Sally Gantt, President

Tom Nicholson
Acting President

Minutes
SWRA Board of Directors Meeting
January 24, 2023

Call to Order – Past President Tom Nicholson called the meeting to order at 9:00a.m. at the SWRA Centre. Board members Penny Alexander, Gene Akers, Tom Dyne and Lee Eastman were present. Kay Dickey and Sally Gantt were excused. General Manager Kevin Eason was present to report.

Approval of Prior Minutes

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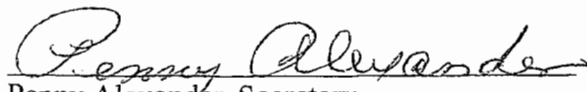
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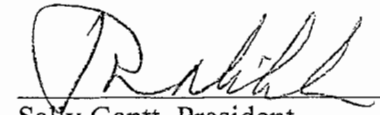
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A motion to adjourn the meeting at 11:00a.m. was approved.

Respectfully submitted,


Penny Alexander, Secretary

Date Approved: Jan 31 2023


~~Sally Gantt, President~~
Tom Nicholson,
Acting President

Minutes
SWRA Board of Directors Meeting
January 13, 2023

Call to Order – President Sally Gantt called the meeting to order at 9:05a.m. at the SWRA Centre. Board members Penny Alexander, Gene Akers, Kay Dickey, Tom Dyne, Lee Eastman and Tom Nicholson were present. General Manager Kevin Eason was present to report.

Approval of Prior Minutes

The Board approved the minutes of the December 13, 2022, Regular meeting as presented.

General Manager's Report - Kevin Eason

AL Power Tree Trimming - Townsend Tree Service who has been cutting limbs from the Alabama Power lines has been pulled out to other snow/cold weather damaged areas. They will return to finish the trimming but there is no estimated time frame.

Car Accident – A driver lost control their vehicle at the intersection of Moonbrook and Prestwick where the hill curves around Moonbrook Park and hit the ATT&T/Spectrum junction box across from Moonbrook Park. This caused outages for several hours. The driver has not been identified. The accident was reported to the Sheriff's department but when they arrived the SUV was on the side of the road and the driver had left the scene. The SUV was not operable.

Christmas Decorations - All Christmas decorations have been stored for the year.

Concrete Spill - There was a concrete truck spill on Moonbrook right before you reach the park as you enter StillWaters. We are not sure of the date. We checked the entry log and there were four different concrete companies all different dates and times over the last week. We attempted to break up the concrete, but it has adhered to the road gutter. There is a chemical that will help remove the concrete which we will order.

Dadeville Gas Company - They are installing a new gas line on Stagecoach and have been informed of the right of way repair requirements.

HP Marina Construction Entrance - Clean up and closing of the construction entrance to the property where the new dry boat storage building is located has been completed. Grass and seedlings have been planted across the entrance.

Moonbrook Park Restrooms - The lady that cleaned the park restrooms on a weekly basis has quit. She is no longer interested in cleaning the park restrooms. SWRA employees will now take over the cleaning duties. It is a nasty job when vandals trash it. The Board has tried many options to alleviate the problems but there is no good way to combat the vandalism.

Storm Outages – Several large trees and power poles at Gate 34 were torn down in the storm. Alabama Power is reporting that the power in StillWaters will be out until Sunday or Monday, they are waiting on power poles to come from other areas.

SWRA Annual Dues – Payments are coming in well.

SWRA Gate 49 Clinic Building - Last week during the heavy storms the cupola on the clinic building came off and the caused the roof to leak. A large amount of rain water leaked into the clinic building. We have made the roof repairs and a water remediation company dried out the building.

SWRA Truck Tires - We had to purchase four tires for one of the trucks. The cost of tires has increased. Total cost because of the size of the tires was just under \$1,000. A few years ago, we could get the same set of tires for around \$600. The large landscape trailer we use to move equipment also needs a new set of four tires. It uses a strange size, but they have been ordered and should be in by January 13th. Cost of the tires will be right at \$1,000.

SWRA Window Decals - The window decal printing company informed Kevin that the static cling material they normally use for SWRA yearly window decals is on back order until the first of February. We needed the decals before February. This same thing happened last year, and Kevin agreed to a different type of material that less expensive but turned out to be a very poor quality. Several owners window decals would not stay on their windshields. Kevin agreed to pay for the better-quality material than what SWRA normally uses because it is in stock. This increased our window decal cost from around \$1,500 to \$1,800.

The 2023 vehicle window decals are scheduled to be shipped on January 27th. Each property owner who has paid the 2023 fee is mailed two decals along with the ballot for the annual board election.

Tennis Court Gate Repair - The tennis/pickle ball court gate has been repaired. As the board approved at the December 13th meeting, should the gate fail in the future it will not be repaired.

Deposits and closings since last meeting

Deposits	\$291,113
Closings	4

TREASURER'S REPORT

Gene will present the proposed budget under New Business.

OPEN AGENDA

Bylaw Focus Group – Gene reported that he will check the original redlined version and compare to any notes from our focus groups before sending a copy to the Board and to Attorney Michael Odum for his review. It was suggested that we propose changing that requires notices of meetings have to be mailed U.S. mail. Penny will send her notes to Gene.

SWRA Website – Lee reported on his discussions with Chris Call with V3. Final payment due is \$2000 with 1.5 hours left on our contracted time. They will offer training for the 1.5 hours. Sally recommended that we go ahead and pay V3 the final development payment with Lee receiving the training. The hosting fee is \$50 per month at this time. **Kevin will send a copy of**

the Oct. 2021 contract with V3 to board members. A motion to pay the final invoice was made, seconded and unanimously approved.

IT Support – Troy Sims of Sims Data. SWRA pays him \$300/month, unlimited contact with him, doesn't include parts. Lee will contact Troy on several issues to gain a complete understanding of our systems. Troy doesn't handle cameras anymore.

Pineview Pool Cameras –Pointe Broadband has fixed the modem and did get an internet connection at the pool house for the security cameras. The cameras are recording. **Kevin will call Lake Martin Video to get on the internet to the correct static ip.**

SWRA Lot Exchange –We are waiting on Matt McInnis of Riverbirch Cabins attorney. One of the SWRA lots is a tax sale one and his attorney wants to be sure they understand all that is involved. Kevin stated that we are waiting on deeds to change hands before allowing them to remove the small storage building. Riverbirch wants lot 44A, 44B and the road between for the Lots 13 and 14 on Palmer (SWRA will now own). One of these on Palmer is buildable and one is not.

SWRA Owned Lots - SWRA owns two lots and we gave Michael Carter an underground easement between the two for his power. He has told Kevin that he wants to buy or trade for these lots, complete his utility installation and some other work then transfer the lots back to SWRA under the Deed for Debt program. Kevin explained that SWRA doesn't want to own lots and that under the program the association doesn't have to accept the lots and would not in this type of scenario.

ARC Fee Increase Recommendations – Tom Dyne presented the revised fees from the ARC. February 1st effective date to have the following changes:

SWRA Permit FEE Schedule

Building Permits/Impact Fees & Transfer Fee Schedule

Effective 1 February, 2023

Residential/Single Family or Multi Unit Development (Includes Garages)	
Building Permit	
Per Unit	\$5,000.00
Impact Fees	
Under 2,000 Sqft	\$2,000.00
2,001 – 2,999 Sqft	\$2,500.00
3,000 Sqft +	\$5,000.00
Final Completion Deposit*	\$5,000.00
Heated & Cooled Additions/Alteration Permits	
Under 1,000 Sqft	\$375.00
1,000 Sqft and Over	\$650.00
Porch, Deck, Dock, Seawall, Swimming Pool, etc.	\$250.00
Small Projects (under \$5,000.00 total cost)	\$50.00
Additional Projects not listed at the discretion of the ARC and/or The General Manager	

New Multifamily Construction (such as condos)	
Building Permit Per	
Building (per unit)	\$5,000.00
Boat Dock/Slip	\$85.00
Seawall per linear foot	\$1.10
Impact Fees	
Per Unit	\$2,500.00
Final Completion Deposit *	\$7,000.00
New Commercial Construction (such as hotel or marina)	
Building Permit	
Per Building	\$2,000.00
Per Boat Dock/Slip	\$85.00
Per Linear Foot of Seawall	\$1.10
Other Structures, check with ARC	
Impact Fee	
Enclosed Building	
Heated & Cooled per Sqft	\$1.75
Non-Heated/Non-Cooled Sqft	\$1.10
Final Completion Deposit *	\$10,000.00
Penalties	
All projects started prior to ARC approval or that deviated from original ARC approval shall be subject to a fine. The amount of the fine shall be determined by the ARC.	Determined by ARC
Transfer Fees	
Each Property	\$500.00
*Final Completion Deposit	
- The deposit will be returned if the project is completed within one (1) year from the date on the permit or later if extended by the ARC. - All exterior architectural finishes must be completed, i.e.: paved driveway, landscaping and - After a final Completion Certificate is issued by the ARC.	
❖ Architectural Review Committee Approved – January 11, 2023	

It was suggested that we add examples to clearly communicate. The ARC will send a printed copy to all board members (we did not have one today due to the power outage).

Eagle Peak Association – One property owner with 3 units in Eagle Peak thinks she can get an association formed. Kevin reported that she wants roads and common area so that the Eagle Peak association can maintain them as a townhome association. Kevin stated that there is no interest from owners in forming an association at Red Bud or Poplar Point.

NEW AGENDA ITEMS

Villas on the Green 2nd Parcel – A new buyer has a contract on the cleared parcel at the intersection of Moonbrook Dr. and StillWaters Drive that was sold to Villas on the Green by SWVF&R. The new owner will build similar units, and all will be in the same condo association.

Power and Sewer Pump Outages - Steve McDonald (McDonald Waste Water) called during the meeting to report that he had talked to the State Health Director and that he is working on getting power in SW up sooner due to all the sewer pumps in StillWaters. No one wants them to overflow into the lake. The condos will hold about 3 days of fluids, but single-family homes will not.

PROPOSED 2023 BUDGET:

Gene had emailed detailed sheets out to all board members. These were Budget Net Income Comparison, Budget Revenue Comparison, Projected Net Income Statement, Proposed Salary Adjustments, Proposed Budget and a Budget Summary (copies attached). Gene reviewed:

- 2023 SWRA Proposed Budget Summary: This is an overall review and summary of the proposed budget including reserve allocation recommendations for 2022.
- 2023 Proposed Salary Adjustments: This provides the salary/wages of all current employees with a recommended COLA of 4% across the board for all employees with the exception of the General Manager.
- 2023 Projected Net Income Statement: This provides a summary view of projected revenues and expenses with the resulting projected Net Income of \$186,772.02 for 2023.
- 2023 Budget Revenue Comparisons: This provides a comparison of revenues from prior years reflecting a projected 10.4% growth in revenues for 2023.
- 2023 Budget Net Income Comparison: This provides a comparisons of prior year revenue/expenses and net incomes reflecting a projected increase of expenses of 5.7% for 2023.

2023 SWRA Proposed Budget Summary

The following is a summary of the highlights for the proposed 2023 SWRA Budget:

OVERALL SUMMARY

- SWRA 1987 Covenant dues increased by \$38. Total Revenues have an average increase of approximately 10.4%. Total Expenses have an average increase of slightly under 3%.
- The 2023 budget is projecting a slowdown in construction resulting in a minimum increase in collections for Impact Fees and Building Permits.
- Net Income is projected to be approximately \$187,000 before reserve allocations.
- The SWRA Welcome Center continues to have a multi-year tenant. The Welcome Center is projected to have a loss of approximately \$2,400 in 2023. Those losses can be contributed to utility costs not covered by the tenant for the front gate.
- Sub-association Management is projected to have a profit of approximately \$77,000 in 2023. This is the result of adding additional accounting clients without the addition of personnel associated with the sub-association financial support.
- There is a projected revenue of \$55,000 from voluntary payments allocated to security Services with a projected cost of \$50,000 to SWRA.

FEE INCREASES FOR 2023

- Boat Storage: Increase of \$50 per year from \$250 to \$300.
- Gate Devices – Vendors/Others: Increase \$20 from \$80 to \$100 per device
- Annual Gate Fee: Increase of \$25 on all annual gate fees.
- Building Permit and Impact Fees: projected total revenue is based on 2022 projections.

COST CENTERS

- The Administrative Budget reflects the addition of an Assistant General Manager position with benefits; however, it does not include any other costs such as phones, training, or mileage allowances associated with that position. The salary amount was an arbitrary amount estimated based on current staff salaries and responsibilities and is yet to be determined by the Board.
- The budget reflects an overall 30% increase for all insurance premiums representing a \$33,000 increase from 2022.
- Gate expenses reflect an increase for 2023 which is somewhat contributed to the \$50,000 annualized expense for security services. This figure may vary depending on the number of voluntary contributions.
- The Landscape and Grounds budget reflects a decrease of approximately \$33,000 over 2022 primarily from the reduction in personnel costs. The Board has approved the purchase of two new lawn mowers for 2023. **Based on the savings projected in the 2023 budget, it is recommended the new equipment be purchased out of the operating funds.**
- Most of the increases in the Cost Centers were related to salaries/wages/benefits and operating expenses such as utilities and maintenance.
- The budget does not include monies for employee Christmas bonuses or performance bonuses. *It is recommended the Board approved amounts be allocated to the Administrative Cost Center at the end of the year and taken from Unrestricted Cash before recommending end of year Reserve allocations.*

On the "Gate Easy Entry System" Kevin stated that we are approaching the system limit of 3800 users and that if we increase our users beyond 3800, we will have to go to a totally new updated gate system. Cost is about \$7,000 per gate to upgrade to a #9500 device system for hardware only – \$17,000-18,000. He suggested that SWRA could do away with vendor transmitters to free up a few hundred spaces. We have 3800 limits now in our system.

After discussion, a motion to approve the 2023 Budget as Proposed by Treasurer Gene Akers was made, seconded and approved unanimously. Board members thanked Gene and Kevin for all the time and expertise that they put into developing this budget.

Reserve Allocations:

The projected Net Income for 2022 is approximately \$100,000.

- The Road budget will have a balance of approximately \$93,000 from 2022. Rather than roll this money over to the 2023 budget, **it is recommended the Board apply this money to the 2022 reserve allocations.** There is \$230,000 in the Roads Budget for paving and drainage for 2023.
- It is recommended that the Board allocate \$15,000 from Net Income to pay down the remaining landscape equipment loan.
- It is recommended that the Board allocate the remaining \$85,000 to the reserve accounts as follows:

SWRA Reserve Funds

Recommendations		EOY2022	FY2022	BOY2023
	Reserve Targets	Reserve Balances	Recommendations	Approved Balance
Fountain	\$ 100,000.00	\$ 55,000.00	\$ 45,000.00	\$ 100,000.00
Welcome Centre	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 20,000.00
Storage	\$ -	\$ 10,000.00	\$ -	\$ 10,000.00
SWRA Centre	\$ 400,000.00	\$ 100,000.00	\$ -	\$ 100,000.00
Pineview Pool	\$ 100,000.00	\$ 15,000.00	\$ 37,000.00	\$ 52,000.00
Truck	\$ 15,000.00	\$ 2,000.00	\$ 13,000.00	\$ 15,000.00
Gates	\$ 75,000.00	\$ 34,000.00	\$ 41,000.00	\$ 75,000.00
Tennis Court	\$ 25,000.00	\$ 10,000.00	\$ -	\$ 10,000.00
Moonbrook Park	\$ 25,000.00	\$ 36,000.00	\$ (11,000.00)	\$ 25,000.00
Contingency Fund	\$ 100,000.00	\$ 150,000.00	\$ (50,000.00)	\$ 100,000.00
	\$ 840,000.00	\$ 422,000.00	\$ 85,000.00	\$ 507,000.00

CAPITAL EXPENDITURES

- Landscape and Grounds – It is recommended the \$20,000 for new equipment previously approved by the Board in 2022 be funded out of normal operating expenses in 2023.

After discussion, a motion to approve the Reserve Allocations as recommended was made, seconded and unanimously approved.

Ballot Letter and Ballot – Kevin will prepare the ballot for the upcoming board election. He will include the resumes of the three nominated candidates in the next newsletter along with the report from the Nominating Committee so that others may run by petition if they desire. The resumes of all candidates will be included in the election mailing. The letter will include information about the upcoming proposed bylaw changes.

Kevin's Retirement Announcement – General Manager Kevin Eason had informed the Board on December 28th that he would be retiring and that his last day would be January 31, 2023. Kevin met with SWRA staff to inform them of his decision the next week.

SWRA will miss Kevin; he has been a valuable asset for our community for 12 years and has made a positive difference. A letter from Sally to property owners will go out Monday in a *SWRA eflash* and it would be included in the newsletter to inform Members.

SWRA Annual Meeting – The Board asked Kevin to return to attend the March 11th Annual SWRA meeting so that Members may have an opportunity to speak with him. He agreed to attend.

ARC – They were presented with a plat by an owner, Lake Martin Builders in the Marina Point area to subdivide a lot into three. The request was denied as it was not large enough to meet the covenant requirements for subdividing.

Eagle Ridge Plat – John Lewis of Southern Coastal Homes Division of Royal American Companies out of Panama City, FL had presented a proposed plat under the 1987 covenants for the property along Moonbrook Road that they purchased from the Zettlers (Riverwoods). The ARC and Kevin have reviewed the plat that had been presented and approved 63 home sites. The back of the houses will border Moonbrook Drive with a buffer of trees. They plan to follow Auburn City guidelines for a curb and gutter neighborhood. As with other developments, SWRA will not take responsibility for their new roadways. **After discussion and review, a motion to approved Phase I of Eagle Ridge Subdivision was made, seconded and approved.**

SWRA BOARD RESOLUTION – January 13, 2023
UPDATING OF ACCOUT SIGNATURES AT REGIONS BANK

The undersigned, being the Board of Directors Secretary of StillWaters Residential Association Inc., an Alabama Corporation, does hereby certify that at a meeting of the Board of Directors of said corporation duly called and held on January 13, 2023, at which a quorum was present, the Board of Directors adopted the following resolution:

RESOLVED, that StillWaters Residential Association approved changes to the signatures on the SWRA Regions Bank checking account as follows:

REMOVE: Kevin Eason, Monica Peterson, and Patti Richardson

ADD:

Sally Gantt, SWRA President

Kay Dickey, SWRA Vice President

Eugene Akers, SWRA Treasurer

Penny Alexander, SWRA Secretary

Lee Eastman, SWRA Board Member

Tom Nicholson, SWRA Board Member

Susan Thames, Staff Member

Robin Ulrich, Community Administrator

Board Meeting Schedule – **The Board will meet with the staff at 9:00 on Tuesday, January 17th to discuss the transition with Kevin Eason's retirement.** The upcoming Board meeting schedule is January 24th, and we will reserve January 31st in case we need a final meeting with Kevin before he departs us. We will then return to the scheduled 1st and 3rd Tuesday of the month in February.

A motion to adjourn the meeting at 12:08p.m. was approved.

Respectfully submitted,


Penny Alexander, Secretary


Sally Gantt, President

Date Approved: Jan. 24 2023