

Minutes
SWRA Board of Directors Meeting
December 10, 2024

Call to Order – President Sally Gantt called the meeting to order at 11:05a.m. at the SWRA Centre following Executive Session meeting. Board members Gene Akers, Penny Alexander, Kay Dickey, Lee Eastman, and Tom Nicholson were present. Debra Knight 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 December 3, 2024, Regular meeting.

CAM Report: No written report this week.

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

- Contractor started replacing the camera system at the 34 Entrance.
- Year-to-date owners have corrected a total of 52 covenant violations.
- Moonbrook Park bathroom gate entry system fabrication should be completed by year-end.

Guest: SWRA Member Bob Taffet joined the meeting to observe.

TREASURER'S REPORT – Gene Akers

2025 Proposed Budget Discussion:

- The initial 2025 SWRA budget now shows a Net Income of approximately \$18,000.
- The SWRA Welcome Centre shows a Net Profit of approximately \$5,000.
- The Sub-association Management shows a Net Profit of approximately \$15,000.
- The operating budget includes the following capital expenditures:
 - \$6,000 for new IT infrastructure for the Conference Room
 - \$4,500 for new landscaping equipment
 - \$10,000 for sidewalk repair at the park
 - \$5,000 for HVAC repair at the SWRA Centre
 - \$214,000 for general paving; \$46,000 for ROW drainage; \$40,000 for drainage repair on Lakeview Ridge
- Includes some minor salary adjustments as recommended by the staff and approved by the Board.
- As of December 9, 2024, SWRA is showing a Total Income of \$2,068,837.40 and Total Expenses of \$1,604,956.71 and Total Other Expenses of \$16,030.78 resulting in a NET INCOME of \$449,022.45 for Fiscal Year 2024.
- River Bank & Trust has a balance of \$191,623.89 in the Unrestricted Cash account and Morgan Stanley has \$240,000 in the Operating Reserve account for a total of \$431,623.89. There is currently \$80,336.07 in the Regions Bank Operating Account.
- Based on the approved policy, the Operating Account should not exceed 5% of the annual projected budget of approximately \$1.7 million, so a balance not to exceed

approximately \$85,000 which is close to the current balance. The Unrestricted Cash balance is not to exceed 10% of the annual projected budget, so a balance of \$170,000 which is about \$20,000 less than the current balance.

- As of December 9, 2024, SWRA is showing a Cash Balance of \$220,869.34 and the Reserve Funds Investment account shows a balance of \$1,266,667.98.
- **Board actions:**
 - Approve recommended salary structure for 2025.
 - Approve capital expenditures in operating budget or elect to take from reserve funds.
 - Approve new Roads Budget.
 - Discuss options for Net Income (expenditures, reserve allocations, investments, etc.). *Based on the policy and current balances, the Board will be able to allocate at minimum \$240,000 to reserve accounts or allocate for capital expenditures.*
 - The Impact Fee accounts show a balance of \$62,750 which could be allocated to the Impact Reserve Fund.

OPEN AGENDA

Contract Point Broadband at Storage Facility – Griff has not had time to complete contract but will do so.

Road/Paving Project 2025 – Mike and Hagan Wagoner looked at the pipe replacement on Lakeview Ridge by the church to see if we might be able to insert a pipe inside the pipe. Upon further investigation around this option, they found that the sections of the existing pipe have separated which will keep us from being able to insert another pipe. Hagan is working on the best and most efficient option for replacing the pipe.

Mike reported back to Hagan on the Board's decision to hold off on Hart Lane and Moonbrook Drive from the 2025 Paving estimate list.

Also, Hagan will work with Mike on a 5-year projection for roads once we get the 2025 paving and drainage priorities done.

SWRA Audit 2023 – Griff is expecting two more bids for the audit, one from Machen & McChesney and one from Jackson Thornton before Christmas.

Nominating Committee Report – Lee shared some information on the process of the interviews and phone calls. They held interviews with 4 candidates and have notified the Board Secretary that they put forth 2 candidates, William Phillips and Bob Taffet who are both willing to accept the nomination and serve. Penny reviewed the report from the committee recommending William Phillips and Bob Taffet as candidates. Those who interviewed but were not selected will be notified and encouraged to get involved in StillWaters.

A motion to accept the Nominating Committee recommendation to place Bob Taffet and William Phillips on the ballot was made, seconded and unanimously approved.

Sub Association Contracts – Griff and Mike D. continue to work on these for 2025. They are including some scope of work/responsibility adjustments in these as we aim to bring them in line to reduce the SWRA manager's time involvement.

The Board had discussed adding some amount to cover the time of SWRA Managers in the contracts, however in the Proposed Budget calculations as presented to this point the 2025 contracts do not include any costs of SWRA Managers' time allotted to the expense side of these.

Employee Management Project – The Board has worked on several issues/programs updating Human Resource documents and management for the last few months. Lee, Gene and Sally worked together as a sub-committee on several areas. During this process Lee did extensive work in comparing and categorizing SWRA's different types of jobs and presented data for discussion on the Standard Occupational Classification (SOC) for the Auburn area which is closer to our situation than the statewide SOC. This was published in June 2024 and is updated every year to adjust for labor factors and inflation, etc. Therefore, SWRA could update as often as these are.

At the October 15, 2024, Executive session meeting the Board passed a motion to approve Lee's recommendation to combine one of the categories and to adopt the Standard Occupational Guide of Job Types & Characteristics for Auburn area as presented. This provides a standard system for employee salary ranges and increases.

At today's meeting after review and discussion of current staff salaries and recommendations from Gene, Griff and Mike D. the Board approved 2025 pay rates to fit within the parameters of the Standard Occupational Classification (SOC).

The Revised SWRA Employee PTO (Paid Time Off) earning schedule which was approved by the SWRA Board at its November 19, 2024, Executive Session was effective as of January 1, 2025. The PTO is in addition to 8 paid holidays.

Lee and Sally will continue working on updating all sections of the employee handbook. They will ask SWRA Member Jacquie Graham to assist them.

NEW AGENDA

Board Portal – Lee is uploading copies of the SWRA minutes to the Board portal. They will be Searchable Minutes .pdf but locked from printing and locked from editing the version. He is also adding all the Nominating Committee form letters and information to the portal.

Board Meeting Schedule – Future meeting schedule: January 7th and January 21st, 2025. Mediation for the UTV Brousseau case is set in Montgomery on January 16th, time to be determined.

A motion to adjourn Regular Session unanimously approved at 11:56a.m.

Respectfully submitted,


Penny Alexander, Secretary


Sally Gantt, President

Date Approved: 1/7/2025

Minutes
SWRA Board of Directors Meeting
December 3, 2024

Call to Order – President Sally Gantt called the meeting to order at 11:38a.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.

Guest: Member Bob Taffet attended to observe the meeting.

Approval of Prior Minutes

The Board approved the minutes of the November 19, 2024, Regular meeting.

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

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

- Fiber optic installation is complete at Eagle Ridge and a crew cleaned up the buffer along Moonbrook Dr.
- SWRA Centre Handicap Handrail – Contractor who we wanted to use has still not gotten to it so Mike will get another quote.

TREASURER’S REPORT

Revenue:

- We are currently showing a Total Income of \$391,405.66 more than projected.
- Our SWRA Dues are over by \$29,176.23.
- Miscellaneous Income shows a total income amount of \$179,261.04 mainly from lot sales.
- Building Permits reflect an income of \$87,400. Impact Fees reflects an income of \$42,750.00, and Transfer Fees reflects an income of \$12,800.00 more than projected in all accounts.

Expenditures:

- Administration costs are 94.02% of the projected annual budget.
- Gates are 121.01% of the projected annual budget.
- Landscape and Grounds are 83.26% of the projected annual budget.
- Roads still reflects a balance of nearly \$30,000 for the remainder of the year.
- The Pool is 95.49% of the projected annual budget.
- The Tennis Courts 114.81% of the projected annual budget with repair to card key system.
- The Park is 185.96% of the projected annual budget as a result of including the new bathroom gates in the 2024 operating budget and the ant spraying program.
- Boat Storage is 73.94% of the projected annual budget.
- The Storage Building is 37.67% of the projected annual budget.

- The SWRA Centre is 88.14% of the projected annual budget.
- The SWRA Welcome Centre is 106.12% of the projected annual budget.
- Overall, Total Expenses YTD is 96.18% of the projected annual budget.
- With that being said, Net Income is approximately \$406,640.91 at this time. This reflects a difference of \$391,405.66 more than projected for fourth quarter. The 2024 budget projected Net Income for 2024 was approximately \$40,000. Based on those expected expenditures for the remainder of the year, the projected Net Income should be close to \$240,000.

Balance Sheet:

- The Balance Sheet reflects all of the reserve accounts are current with the Board approved balances for 2024.
- The following bank cash balances are as of November 5th:
 - Regions Bank (Operating Account): \$67,887.30
 - River Bank and Trust (Unrestricted Cash): \$141,623.86
 - Total Cash Balance: \$213,582.13
- Investment Balances:
 - Morgan Stanley: \$1,265,673.86 as of 11/30/2024
 - Projected Annual Income: \$36,397.02
- Liabilities:
 - Refundable Permits: \$176,900.00
 - Long Term Liabilities: \$22,869.71 (Mortgage Loan)

SWRA Investment Update:

As of November 30, 2024, the SWRA investment accounts have the following balances:

Total Beginning Value as of October 31, 2024: \$1,261,467.33

Total Ending Value as of November 30, 2024: \$1,265,673.86

Change in Value YTD: \$15,673.86

Estimated Annual Gain: \$36,397.02

SWRA 2025 Budget:

Initial budget compilations have been done and the following issues need to be resolved by the Board prior to final budget preparation:

- **Sub-associations:** The board needs to determine what costs are to be allocated to the sub-associations with regard to staffing. The initial budget reflects a profit of approximately \$5,600. There is no allocation of the CAM and ACAM time nor a new full-time sub- association manager as previously discussed.
- **Roads:** The initial estimate for the total roads budget is \$473,000. This includes \$370,000 for paving and repairs, \$17,000 for consulting fees, and \$86,000 for drainage repairs.
- **Capital Expenditures:** The following capital expenditures have been requested by SWRA staff and Board members to be included in the 2025 budget:
 - \$6,000.00 for IT upgrades to the conference room
 - \$4,500.00 for new landscape equipment
 - \$10,000 to repair the sidewalks in Moonbrook Park
 - \$5,000.00 for HVAC repairs to SWRA Centre
 - \$2,600.00 for deck cleaning at Welcome Centre

- \$25,000.00 for financial audit
- **Projected Net Income:** Based on current budget projections, SWRA will have a Negative Net Income of approximately \$150,000.00 for 2025.

2025 Roads / Drainage Proposed Projects – Moonbrook and SW Drive are at critical repairs stage in order to avoid total deterioration in some areas. The Board reviewed the list of proposed areas for repair and estimated costs. After much discussion it was agreed that Mike will discuss with Consultant Hagan Waggoner a few areas to delay repairing if funds are not available. Overall estimate is approximately \$456,000. Part of this is \$40,000 to replace a collapsing pipe on Lakeview Ridge Dr near the Church of the Living Waters. Mike will explore options other than full replacement with Hagan. Item 7 (end of Hart Lane) repairs can hold until next year at a cut of \$22,400.00 and Item 14 (Moonbrook Drive areas) can wait which cuts \$134,000. This brings the project within reach by combining funds in the Roads Reserves and proposed budgeted amount for 2025. The Board agreed that once we finalize year-end, we will look at funds to see if additional monies can be allocated to the areas on hold.

OPEN AGENDA

To Do List – Board reviewed the list and it was agreed to track ongoing projects this way. Once there is something to report, it will be recorded in the minutes and removed from the list.

Website & Email – Corporate version of Outlook has more options. Discussion followed on a few items and how to best handle or use the programs.

Installation of Point Broadband at Storage Center – Lee reported that Nicholas, Point Broadband sales, contacted him with information that issues were resolved and sent a contract agreement. Lee forwarded to Griff, and he will address this week.

Audit - Griff received an estimate of \$25,000 from Carr, Rigs, Ingram. He will follow up with the contact at Machen McChesney to request an additional bid.

2024 Paving at SWRA Centre - Ingram worked on some paving at the office and on SW Drive in front of the office as part of the 2024 paving work budget. They removed and paved the bad sections of the pavement on the driveway down to the downstairs entrance of the Community Room and removed the section of pavement near the top of that driveway so that the shrub bed can be extended in that area. They will round out their work for 2024 on Stillwaters Drive in front of the office.

NEW AGENDA

Church of the Living Waters – COLW Board President Buck Stevens had contacted us to advise that a member had donated a digital carillon chime. The volume is adjustable, they plan to follow reasonable quiet hours, would like to have it chime each day and have ability to play songs for special occasions. Board suggested that they chime/play it at noon each day.

Sub-Associations – Contract renewals are coming up. In the past the CAM and ACAM time/costs on management were not included. Discussion followed, as per the reports from both the managers there is a tremendous amount of their time involved with the sub-associations. A proposed contract for 2025 had been reviewed and suggestions proposed on reducing the SWRA managers time spent, responsibilities and items or areas that should be handled by the condo or sub-associations' boards. SWRA has discussed hiring additional management to handle this area.

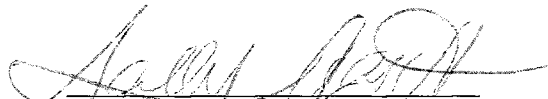
It was agreed that the contracts need to be adjusted, special projects, reserves studies, etc. need to incur additional charges due to the time involved.

Gene will develop dollar amount to back into the contract \$55,000 employee costs to be split over all associations based on a per unit formula. Board will discuss at our next meeting. Mike and Griff will continue to look at changes to readjust time involved.

A motion to adjourn Regular Session and move back into Executive Session was unanimously approved at 1:00 p.m.

Respectfully submitted,


Penny Alexander, Secretary


Sally Gantt, President

Date Approved: Dec. 10 2024

Minutes
SWRA Board of Directors Meeting
November 19, 2024

Call to Order – President Sally Gantt called the meeting to order at 9:09a.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 November 5, 2024, Regular meeting.

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

- **Good standing** – Multiple property owners who pay on one parcel but not others they own. Last year as per our attorney, a Member must be current in all fees owed to SWRA in order to be considered in “good standing”.
- **Full Audit** – McDaniel & Associates has responded that they have decided to no longer handle accounts outside of their area due to staffing issues and change of ownership. **After discussion of a previous decision to audit the 2022 year, a motion was made to change the Financial Full Audit to be for year 2023 seconded and approved with 6 yes votes and 1 no vote (Debra Knight).** Griff and Gene will gather bids from several accounting firms on both a full Financial Audit for 2023 and a Financial Review of Carr, Riggs & Ingram Accounting for 2024.

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

- **Boat Storage** - There are 2 spaces available at this time. Of the 69 rentable spaces, there are 8 people who are past due on paying their 2025 fees.
- **Paving and Drainage** - Finalized the field work associated with the paving and drainage priorities for 2025 with Hagan Wagoner this week. He is working on estimates now.
- **Welcome Centre** - Obtained pricing to repair some of the deck boards and handrails and to stain the decks and handrails now that they have been pressure washed. This project has been added to the 2025 budget.
- **Trash Can Service** - 161 people we currently have on the program, there are 35 people who are past due on their payment for 2025.

TREASURER’S REPORT –
No report this meeting

OPEN AGENDA

Website Update - Lee needs a few photos of employees for the site.

SWRA Emails – All Board members are now set up on this system. Lee will set up some groups and testing as we continue to develop guidelines for proper use of these emails. There is a history file that can be copied on final documents and other items to be saved long term.

Installation of Point Broadband at Storage Center – Lee reported that Nicholas, Point Broadband sales, said it looked like service is possible at that location. He needs to do additional checking and will get back to Lee. There is confusion because the address (new) doesn't show up in their system, but he thinks it is possible by looking at his maps. Though they are very nice on the phone, Lee reported that he is having trouble getting responses.

Gate Entrance Policy – Board reviewed again, and a few changes will be made after discussion. Gene will revise and send out another draft. Should new golf cart access be added and defined? After discussion this was not added. Clarified a couple of lines concerning emergency vehicle access. **A motion to approve the Gate Entrance policy as amended was made, seconded and approved.**

Budget Reminders – Gene had received a few suggestions from board members: Repair of sidewalk around Moonbrook Park, IT upgrades, repair or replace exterior lighting poles at park and entrances, refresh Hwy 49 gate house. Some larger items may be funded from Reserves rather than the operating budget.

Back Gate Issues – Griff stated that he felt there were problems with people entering through gate 34 that should not. He suggested staffing the gate house and making the improvements necessary to meet OSHA standards. Discussion followed. The gate does not meet reasonable staff needs, the payroll costs, costs to redesign the gatehouse, backup of traffic onto Gate 34 and other concerns were raised. With the advances in technology and communications a remote option was suggested with communication tied to attendants at Gate 49. Griff will gather pricing information and details of his proposal to submit to the Board for consideration in 2025.

Golf Colony Management Agreement – There was a meeting with the Golf Colony Board, SWRA Staff and owners Carol & Amanda Wilder and Prestige Properties Realtor Katherine Lipscomb Kachadurian who had attended a SWRA Board meeting to share their concerns over changes in the GC Association governing documents. After presentation of information, report of attorneys and discussion the issue was resolved.

Unfinished Business List –

Insurance Concerns - *Cyber insurance and proper Replacement Cost coverage were the concerns. SWRA needs to supply building data and measurements to Michael Gallop to insure we are properly covered. This has not yet been done. Griff will follow up to complete.*

- ***Deed For Debt*** – *The Emersons had left some things off when they responded on documents for turning over their lot to SWRA. Griff stated he will have to call them back to get it straighten out and completed.*
- ***Lot Donated*** – *Munoz – Griff to complete transfer of property and send info to Sealy Hargrove for adding to the SWRA lot sales list.*

- **Multiple-Year Past Due Balances** - These past due accounts need to be dealt with. Griff to follow up with Holloway and/or other collection possibilities.
- **Tallapoosa County Tax Sale** – Eva Middlebrooks – We need to set up online account in order to be able to bid at the sale this spring. How do we get a list of properties that will be in the tax sale? Griff will contact Eva again and let the board know if someone else needs to assist to find the best way to have access to StillWaters lots that are listed in the tax sale.
- **Speeding Concern/Traffic signage** – Fire Chief Tim Peterson, speed humps and firetrucks, emergency vehicles. Griff to follow up.
- **Lot Sales Spreadsheet** – Tracking costs vs. income for year-end tax purposes.

NEW AGENDA

Reader Box Exchange – Kay suggested a self-managed book exchange box. She stated it would cost about \$300 to build it. There is a national program, The Free Library. Kay will gather information to present for the Board to consider.

Post Office Pick-Up Mailbox – Debra relayed a request from a resident suggesting a U.S. Postal drop box inside StillWaters. There are minimum levels of usage required by the postal service to place one of these. A shopping center or public area might meet qualification levels however it is doubtful that StillWaters would.

Storage Building - Awarded the installation of the heater system for the storage building to Area Propane for \$6,950. The heaters have arrived and should be installed today.

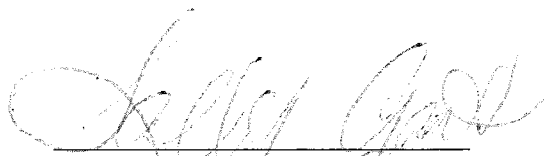
List of Holiday Office Closings & Proposed list of early closings – Griff presented a suggested list of office hours for the Thanksgiving, Christmas and New Year holidays. The Board agreed that we should follow the regulations of the SWRA Employee Handbook on paid holidays per approved policy for all employees equally. Office should remain open on days other than listed holidays.

NEWSLETTER – Articles are due to Griff by November 20th. Sally has written the cover article. Mike D's article about winter prep was saved for this one. Christmas committee, social committee will have reports. Nominating Committee article and a few others were discussed.

A motion to adjourn Regular Session was unanimously approved at 10:49 a.m.

Respectfully submitted,


Penny Alexander, Secretary


Sally Gantt, President

Date Approved: Dec 3, 2024

Minutes
SWRA Board of Directors Meeting
October 15, 2024

Call to Order – President Sally Gantt called the meeting to order at 9:38 a.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 October 1, 2024, Regular meeting.

GUESTS: Golf Colony owners Carol & Amanda Wilder and Prestige Properties Realtor Katherine Lipscomb Kachadurian attended the meeting. They were not on the agenda; however, the Board invited them into the meeting to share their concerns.

They expressed concerns over the change to rules to the GC condominium documents, concerns that they are restrictive to being able to rent property, feel it is discriminatory. They stated that additional Lodging tax under rules of State of Alabama and Extra fees cause financial hardship to an owner who will have vacant units. In one opinion rules are written and are a challenge to fair housing act. Tried to contact GC Board members. Concern over her renter, increased # Hispanic males. SWRA took over management Jan. 1, 2024, of Golf Colony.

They were confused and did not understand that Golf Colony has its own board and its own documents. They thought Mike Griffin and the SWRA board were involved or in charge. Ms. Wilder stated that Mike Griffin and Mike Dean could not be property managers because they do not have real estate licenses.

After discussion, they seem to understand that this SWRA Board was not the proper body for them to address. Mike D. had given the Wilders the Golf Colony Board members contact information prior to this meeting however they have not contacted them.

Board thanked them for coming and directed them to follow up with the Golf Colony Board members, refer to their governing documents and Griff agreed to facilitate such a meeting.

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

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

- **Paving SWRA Centre** - Hagan Wagoner has looked at the paving work to the downstairs SWRA Centre parking lot, and patching on Stillwaters Drive to try to complete this paving before the end of the year.
- **Pineview Pool** - Backyard Experience will replace the pool lights that are out and convert them to LED while in the process which will extend the life of the lights.

- **SWRA Centre HVAC**– Sunshine Heating & Air doesn't have a timeline in responding on a quote for the system, the owner has had health issues. Annual maintenance contract quote will also be requested.
- **SWRA Work Vehicles** – SWRA sold the Ford F250 work truck for \$1,800 and sold the 2006 Chevrolet work truck for \$2,100.

TREASURER'S REPORT

Gene will have a report at our first November meeting. The budgeting process will begin soon.

OPEN AGENDA

Gate Cameras –SWRA issued a contract to Controlled Access Solutions to begin both the camera replacement project and the 34 Gate VOIP conversion project. The VOIP (voice over IP) for the 34 gates should be installed next week and the cameras will be installed first at Gate 34 starting in about 3 weeks.

Website Update - Lee shared that new employee Casey Kelly has a good bit of experience with web software. Lee suggested that we might move over the day-to-day management to Casey. Griff would like to have a discussion on time allotments at a later date as the sub-association bookkeeping is a large responsibility. V3 currently maintains our site, there are some limitations as to what we can and can't add to it, however there is a benefit to having a company with multiple staff available.

QuickBooks Online & QuickBooks Elite Payroll Update – Griff reported that Dan of JTT is onsite working on time clock issues. Using T-Mobile at storage unit. Griff and Lee continue to work on all the setups.

Community Services Patrol Vehicle – Griff shared research on options to replace the service vehicle with the Board between meetings. Gene and Griff reviewed the data, and Griff made a recommendation on the SWRA purchase. After review, Gene made the motion to accept the Griff's recommendation to purchase the Hyundai Santa Cruz SEL at \$35,964 and the additional expenses of \$3,800 for the lights and graphics to be funded from the 2024 operating budget. The motion was seconded and approved.

The Board recommended trading in the old vehicle as it needed a new engine, and SWRA did not want to sell it to an individual. The dealership allowed \$2,000 trade in for the Explorer, after driving it and listening to the motor.

SWRA maintenance team removed all the graphics off the vehicle and removed all the warning lights. We will sell the vehicle warnings lights on Facebook and Marketplace. Because they will not fit the new vehicle.

The final cost of the vehicle including trade-in was \$33,896.70, this is an additional savings of \$2,067.30 from the approved original board price.

Haynes Emergency Lighting and Graphics in Wetumpka for graphics and inside lighting presented a bid. We budgeted \$3,800 and the actual bid is \$3,376.89. Lights will be inside the vehicle this time. Griff will move forward to have these installed.

Storage Facility Internet – Installation of Point Broadband for employee clock-in system. Griff to contact Tallapoosa EMS to get a 911 address that is required prior to getting internet service.

SWRA Directional Sign - Status of Repaired Sign – Mike D reported that Smith Electric has completed installation of the required electrical service. Waiting on Alabama Power to complete the connection.

Unfinished Business List – At the Boards request, Penny had compiled a list from past minutes on SWRA topics still outstanding as of August 19, 2024.

Griff has reviewed responded with status as follows:

- **Jackson Thornton IT Upgrade** - It is all completed.
- **PayHoa** is complete
- **Accounting Liens** – Janie C. has completed filing of liens on past due accounts. Release of liens.

Outstanding:

- **Working Capital Deposit**- Need to discuss at future meeting as no decision was made as to whether to proceed or not.
- **Insurance Concerns** - Cyber insurance and proper Replacement Cost coverage were the concerns. SWRA needs to supply building data and measurements to Michael Gallop to insure we are properly covered. This has not yet been done. Griff will follow up to complete this/
- **Crescent Accounting** – Hopefully all reports should be back to us for 2022 and 2023 year-end accounting and reports. Griff has sent information to Carr Rigs Ingram so we can move accounting to them. Sent a lot of information to them 3 weeks. We cannot move forward with the audit by McDaniel & Associates until this is completed.
- **Current 2024 Accounting** - The Board questioned which company was handling the SWRA accounting contract for 2024. Griff reported that he/Janie had been balancing bank statements. Board members were surprised as they felt that CRI was handling the 2024 on a monthly contract. Griff will touch base today with CRI and will report back to the Board. Have we been paying a monthly fee?
- **Deed For Debt** – The Emersons had left some things off when they responded on documents for turning over their lot to SWRA. Griff stated he will have to call them back to get it straighten out and completed.
- **Multiple-Year Past Due Balances** - These past due accounts need to be dealt with. Griff to follow up with Holloway and/or other collection possibilities.
- **Tallapoosa County Tax Sale** – Eva Middlebrooks – We need to set up soon, so we don't miss the sale again this coming year. How do we get a list of properties that will be in the tax sale? Griff will contact Eva again and let the board know if someone else needs to assist to find the best way to have access to StillWaters lots that are listed in the tax sale.
- **Speeding Concern/Traffic signage** – Fire Chief Tim Peterson, speed humps and firetrucks, emergency vehicles. Griff to follow up.

Guidelines, Use & Fees SWRA Centre – Discussion was held, and it was agreed to Table.

Nominating Committee – Sally contacted the suggested property owners to ask them to serve on the committee. Debra Knight and Lee Eastman had been appointed as the Board representatives as per the Bylaws. Claire Kuhn, Jackie Graham and John Prophitt are property owners who have agree to serve. Debra and Lee will contact the other members.

Kay Dickey and Tom Nicholson are not interested in serving as a Board member again at this time.

We will have this listed in the newsletter again and all are encouraged to send in the names of property owners who would be good board members and who may be willing/interested in serving.

The process of how many to nominate if available was briefly discussed. Penny will forward past approved policies for all to consider and to discuss at our next meeting. Included the 2019 Board Nomination Evaluation Methodology and 2021 Nominating Committee Policy.

Moonbrook Park Bathrooms – Photos of the proposed materials and installation of a gated system had been shared with Board members between meetings. Mike D reported that he had released the restroom entry panels and system for fabrication to Control Access Solutions as per the approved estimated bids.

Also, two new hand dryers were installed in the bathrooms to replace the hand towels. Day-time vandalism continues even with the doors locked. Hopefully, a gate card system will allow usage by property owners and will reduce the number of property damages.

The gated entrance to the bathrooms is dark. Since the area needs painting and freshening up, Debra will look at the area to see if a change in paint color or additional lighting might improve this.

SWRA Centre / Refrigerator– Mike D. will have the inside of it deep cleaned.

Gate Entrance Policy – Move to next meeting agenda.

A couple of board members had emailed questions/suggested changes to Gene after he sent out the revised version last night. He will incorporate these and send out a newly revised version to be discussed at our next meeting.

NEW AGENDA

SWRA Apparel – Griff made a request to sell to SWRA Owners the following: Employee SS Shirts, LS Shirts, Crew Neck Sweatshirts, Hooded Sweatshirts, and Jackets that we cannot use due because of wrong sizes. Inherited the above and there are too many small, medium and large sizes. Our staff is made up of L, XL, XXL, 3X sizes.

The Board had concerns about residents thinking someone was a SWRA employee when they are not and felt that uniforms should be limited to staff. Other suggestions were made, and Sally will explore some options.

SWRA 2025 Automobile Gate Entry & Golf Cart Decals – Griff shared a sample of decals. He plans to order earlier this year as they were so slow last year.

SWRA Annual Fees – COLA has been set at 2.5% for 2025 which is the lowest annual benefit adjustment in 4 years.

A motion was made to increase the annual SWRA Association fee by the 2.5% COLA adjustment as per the SWRA Bylaws. Motion was seconded and approved.

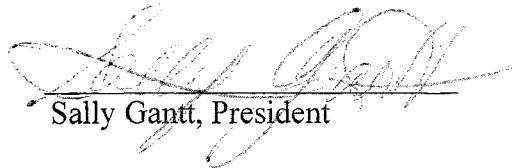
NEWSLETTER - Please have articles into Griff by October 25th. A list of items was reviewed and assigned. There will be a monthly newsletter for the next several months due to timing required for the Board election process.

- Griff will write the cover page this month. (Can include new truck info)
- No Social in November.
- Gene has submitted an article on Preparing for Potential Disaster.
- Sally will write a Christmas Committee article.
- Penny a Nominating Committee article and pull other notices for this time of year such as reminders to pay invoices on Trash Can service and Boat storage.
- The annual COLA increase of 2.5% for SWRA annual fees and the \$100 assessment for 2024.
- Penny will write an article on SWRA owned lot sales.
- Reminder to vote banner.
- Community calendar events.
- Office Closed for Thanksgiving announcement.
- Mike Dean will write article on winter shut down tips for part-time owners.

A motion to adjourn Regular Session was unanimously approved at 11:21a.m.

Respectfully submitted,


Penny Alexander, Secretary


Sally Gantt, President

Date Approved: Nov 5, 2024

Minutes
SWRA Board of Directors Meeting
November 5, 2024

Call to Order – President Sally Gantt called the meeting to order at 9:03a.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 October 15, 2024, Regular meeting.

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 of \$263,317.21 more than projected.
- Our SWRA Dues are over by \$26,814.90.
- Miscellaneous Income shows a total income amount of \$179,261.04 mainly from lot sales.
- Building Permits reflect an income of \$64,475.00, Impact Fees reflects an income of \$33,750.00, and Transfer Fees reflects an income of \$69,800.00 more than projected in all accounts.
- SWRA received income of \$20,530.00 from Boat Storage and \$26,452.06 from Garbage Services in October.

Expenditures:

- Administration costs are 93.65% of the projected annual budget.
- Gates are 121.13% of the projected annual budget.
- Landscape and Grounds are 81.87% of the projected annual budget.
- Roads still reflects a balance of nearly \$30,000 for the remainder of the year.
- The Pool is 94.81% of the projected annual budget.
- The Tennis Courts 48.77% of the projected annual budget.
- The Park is 185.96% of the projected annual budget as a result of including the new gates in the 2024 operating budget.
- Boat Storage is 67.84% of the projected annual budget.
- The Storage Building is 31.87% of the projected annual budget.
- The SWRA Centre is 82.10% of the projected annual budget.
- The SWRA Welcome Centre is 99.71% of the projected annual budget.
- Overall, Total Expenses YTD is 91.6% of the projected annual budget.

- With that being said, Net Income is approximately \$434,294.87 at this time. This reflects a difference of \$404,393.85 more than projected for third quarter. The 2024 budget projected Net Income for 2024 was approximately \$40,000. Based on those expected expenditures for the remainder of the year, the projected Net Income should be close to \$240,000.

Balance Sheet:

- The Balance Sheet reflects all of the reserve accounts are current with the Board approved balances for 2024.
- The following bank cash balances are as of November 5th:
 - Regions Bank (Operating Account): \$18,051.52
 - River Bank and Trust (Unrestricted Cash): \$191,623.86
 - Total Cash Balance: \$213,746.35
- Investment Balances:
 - Morgan Stanley: \$1,261,467.33 as of 10/31/2024
 - Projected Annual Income: \$38,262.34
- Liabilities:
 - Refundable Permits: \$156,900.00
 - Long Term Liabilities: \$22,869.71 (Mortgage Loan)

The following transactions were processed on Monday, November 4th:

- Deducted \$33,896.70 from River Bank & Trust Unrestricted Cash for cashier's check for payment of 2025 Hyundai Santa Cruz Vehicle.
- Deducted \$19,000.00 from River Bank & Trust Unrestricted Cash for cashier's check for payment of 2014 Chevrolet 1500 Truck Vehicle.
- Transferred \$15,000.00 from Morgan Stanley Truck Reserve to River Bank & Trust Unrestricted Cash.

As a note, SWRA staff will begin working on the 2025 annual budget this week.

Exterior lighting at park and gates – The Board discussed the need to upgrade pole lights to a more energy efficient and updated appearance. All agreed that this would be one of the major projects for 2025.

Accounting Services Update –

Crescent Accounting - SWRA has received the following from Crescent Accounting:

- 2021 Amended Tax Returns (State and Federal)
- 2021 Reviewed Financial Statement
- 2022 Tax Returns (State and Federal)
- 2022 Reviewed Financial Statement

These complete the final financial obligations from Crescent to SWRA.

Carr, Riggs & Ingram will provide all future financial support including tax returns.

SWRA will now be able to begin the Board approved Financial Audit for 2023.

SWRA Tax Returns - SWRA filed an amended return for 2022. The amended State return reflects a negative income with no tax liability with an overpayment of \$1,216 from 2021 to be credited to 2023 estimated tax. There was a Capital Gain of \$6,000 after costs for the sale of SWRA property in 2022.

The 2023 State return reflects no taxable income. The Federal total tax liability for 2023 is \$4,093 minus the \$1,216 applied 2021 overpayment plus an estimated penalty of \$129 leaving a total of \$3,006 in tax liability for 2023. This is not bad considering SWRA shows a Capital Gain of \$109,790 after costs from the sale of SWRA owned property. The 2023 Federal return also shows an estimated quarterly tax payment of \$4,120 for 2024 to be paid in December of this year as well.

As a final note, there were no payments to Carr, Riggs & Ingram during this year since they have yet to perform any services. Their services will be commencing immediately now that we have all the final returns and financial statements from Crescent. Gene will review the Financial Statements.

Paving – Consultant Hagan Wagoner is working on proposed list for Board approval on patching and paving. Concerns over road erosion in some areas.

OPEN AGENDA

Website Update - Lee needs some photos of employees for the site. There are a couple of items he continues working on.

SWRA Emails – Almost all Board members are now set up on this system. We have been testing and will switch over to it once we have time to work on a few issues and get comfortable with how to handle emails.

Sophos Spam Filter – Lee is still receiving emails from the info@stillwatersra.com. Office staff is also monitoring the box and Lee pointed out that they need to flag the spam emails to stop them. Can block the entire domain as spam. – do-

QuickBooks Online & QuickBooks Elite Payroll Update – Griff reported that our first payroll will be next Thursday on this system. It works differently than the ADP system. Griff will verify how employees access their personal account.

Installation of Point Broadband at Storage Center – Lee reported that ownership has changed. He is waiting for some information.

Nominating Committee – Debra reported that they will have their first meeting this Thursday to get organized. There is an evaluation form that has been used in the past. No one has come forward but three or four have been suggested by other people.

Moonbrook Park Restroom Entry System – Fencing is in fabrication, and they plan to have it done by end of year. Debra and Mike D will look at options for lighting up the area once this is installed.

Maintenance Refrigerator Replacement – Still waiting on delivery.

Gate Entrance Policy – Board reviewed again, and a few changes will be made after discussion. Gene will revise and send out another draft.

Indemnity Agreement / Eric McKinley – 8/20/24 minutes of Attorney Michael Odom's recommendations. Griff will contact Eric this week. Discussed placing some landscape rocks and plantings to narrow down the width of the entrance to Inverness Road.

SWRA October Social – There were about 30 people at the event. Kay was pleased with the turn out and shared that the group enjoyed the musical entertainment and good food.

Unfinished Business List – *At the Boards request, Penny had compiled a list from past minutes on SWRA topics still outstanding.*

- **Insurance Concerns** - *Cyber insurance and proper Replacement Cost coverage were the concerns. SWRA needs to supply building data and measurements to Michael Gallop to insure we are properly covered. This has not yet been done. Griff will follow up to complete this.*
- **Deed For Debt** – *The Emersons had left some things off when they responded on documents for turning over their lot to SWRA. Griff stated he will have to call them back to get it straighten out and completed.*
- **Lot Donated** – *Munoz – Griff to complete transfer of property and send info to Sealy Hargrove for adding to the SWRA lot sales list.*
- **Multiple-Year Past Due Balances** - *These past due accounts need to be dealt with. Griff to follow up with Holloway and/or other collection possibilities.*
- **Tallapoosa County Tax Sale** – *Eva Middlebrooks – We need to set up soon, so we don't miss the sale again this coming year. How do we get a list of properties that will be in the tax sale? Griff will contact Eva again and let the board know if someone else needs to assist to find the best way to have access to StillWaters lots that are listed in the tax sale.*
- **Speeding Concern/Traffic signage** – *Fire Chief Tim Peterson, speed humps and firetrucks, emergency vehicles. Griff to follow up.*
- **Lot Sales Spreadsheet** – *Tracking costs vs. income for year-end tax purposes.*

NEW AGENDA

SWRA Truck & Work Vehicles – Griff sent information on a 2014 Chevrolet Silver 1500 with 72,853 miles located at Toyota of Dothan, a one owner vehicle that had gone through a vehicle inspection at the dealership revealing no issues. We budgeted \$15,000; we sold the two old maintenance trucks for a total of \$3,900 for a total of \$18,900 to spend on a vehicle. The dealership was asking \$22,900 for the 2014 Silverado, the crew was able to negotiate the out the door price down to \$19,000 leaving \$100 balance. The truck comes with a quality painted camper shell to patch the vehicle exactly. SWRA does not need the camper shell, and the plan is to sell it to make up the shortfall of \$100. **Via email vote a motion to approve the purchase as recommended was approved with the funds coming from the Truck Reserve plus the income from above sales.**

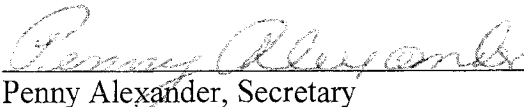
Eagle Ridge Buffer Clean-Up – Residents have complained about the appearance along Moonbrook Drive bordering the Eagle Ridge Subdivision. They are finishing fiber optics and installing two mail centers and then the clean up along Moonbrook will be done. They plan to replace the dead trees in the buffer and to go back in and clean up the rest of the area that was not mistakenly clear cut along the roadside in the beginning of site development.

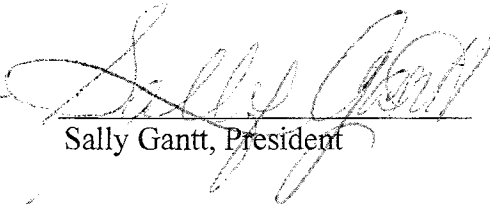
SWRA Apparel – Sally reported that the extra items were donated to Tallapoosa Count 4 H for hurricane victims.

NEWSLETTER - Please have articles into Griff by November 20th. Sally will write the cover article this month. Mike D's article about winter prep was saved for this one.

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

Respectfully submitted,


Penny Alexander, Secretary


Sally Gantt, President

Date Approved: Nov. 19, 2024

Minutes
SWRA Board of Directors Meeting
October 1, 2024

Call to Order – President Sally Gantt called the meeting to order at 9:00 a.m. at the SWRA Centre. Board members Gene Akers, Penny Alexander, Kay Dickey, Lee Eastman and Tom Nicholson were present. Debra Knight 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 September 17, 2024, Regular meeting.

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

Real Estate Mortgage Approval Form - SWRA had been charging \$50 - \$100. These forms are increasing in the amount of requested information that has become very time consuming and the party requesting that the form be completed is often on a rushed time frame. We have been completing them for \$50-\$100. Griff suggested to the Board that we now go to \$150 for less than 4 pages and \$250 for over 4 pages. After discussion, it was agreed that he will also collect the funds prior to completing the forms.

A motion to approve the recommendation was made, seconded and approved unanimously.

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

TREASURER'S REPORT –

Gene Akers presented QuickBooks copies of financial reports as of October 1st.

Revenue:

- We are currently showing a Total Income of \$248,835.67 more than projected.
- Our SWRA Dues are over by \$26,764.90.
- Miscellaneous Income shows a total income amount of \$163,576.14 mainly from lot sales.
- Late Fees reflect an additional \$10,419.90 more than projected.
- Building Permits reflect an income of \$71,525.00, Impact Fees reflects an income of \$39,800.00, and Transfer Fees reflects an income of \$17,300.00 more than projected in all accounts.
- SWRA has yet to receive in October a projected income of \$19,500.00 from Boat Storage and \$28,050.00 from Garbage Services.

Expenditures:

- Administration cost was only 90% of the projected budget for the first three quarters of the year and 78% of the total annual budget.
- Gates were over by 11% with the majority of costs associated with personnel and benefits. Adjustments are being made to accurately reflect the cost personnel and benefit costs that will reduce this variance. This puts us at 102% of the total annual budget already after three quarters.
- Landscape and Grounds is currently running at 74% of projected cost after three quarters but only 70% of the total annual budget.
- Roads still reflects a balance of nearly \$30,000 for the remainder of the year.
- The Pool is running at 78% YTD and 68% of the total annual budget.
- The Tennis Courts is running at 53% YTD and 45% of the total annual budget.
- The Park is running at 78% YTD and 63% of the total annual budget.
- The Storage Building is running at 33% YTD and just 29% of the total annual budget.
- The Common Area is running over by 11% YTD and 96% of the total annual budget. There are still two areas that need to be resolved going forward.
- The SWRA Centre is running about 6% less YTD and 76% of the total annual budget.
- The SWRA Welcome Centre is running about 6% less than projected with some additional review as to associated unexplained expenses that are currently under review. The Welcome Centre is running at 78% of the total annual budget.
- Overall, Total Expenses YTD is running at 87% of projected expenses and 80% of the total annual budget.
- With that being said, Net Income is approximately \$621,514.02 at this time. This Reflects a difference of \$433,284.78 more than projected for third quarter. The 2024 budget projected Net Income for 2024 was approximately \$40,000. The budgeted expenditures for 4th quarter were projected to be around \$340,000.00. Based on those expected expenditures for the remainder of the year and the estimated \$47,500 income in October, the projected Net Income should be close to \$330,000.

Balance Sheet:

- The Balance Sheet reflects all of the reserve accounts are current with the Board approved balances for 2024.
- The following bank cash balances are as of September 29th:
 - o First Alabama (Operating Account): \$103,747.80
 - o River Bank and Trust (Unrestricted Cash): \$311,349.42
 - o Total Cash Balance: \$419,168.19
- Investment Balances:
 - o Morgan Stanley: \$1,251,345.92 as of 09/29/2024
 - o Projected Annual Income: \$38,113.40
- Liabilities:
 - o Refundable Permits: \$172,900.00
 - o Long Term Liabilities: \$27,299.77 (Mortgage Loan)

Sub-associations:

- Revenue: From an Income perspective alone, it appears to be current with projected payments.

- Expenditures: the current allocation of expenditures for the sub-associations does not afford the ability to adequately determine cost versus income for each association. A separate category was established to track wages and benefits for support staff but is not being used properly. Some effort is being done to remedy the current situation.
- Effort will be given to developing a reliable Profit and Loss statement for the sub-associations before 4th quarter of this year.

Crescent Accounting Update – Griff has been communicating with Monique on questions for confirmation, she was hoping to have this completed soon.

OPEN AGENDA

Website - Lee is continuing to add and clean up items. He will also hopefully be able to work with JTT to see if we can set up some share folders for the board's use.

SWRA Board Email Accounts – JTT will set up in Teams and Lee will let Board members know how to proceed to move to this new system.

QuickBooks Online & QuickBooks Elite Payroll Update – Griff reported that we are very close to moving payroll from ADP to QB Elite Payroll. We have to get kiosks set up for clock in for front gate and maintenance employees. Dilemma on how to get internet access to the Storage Unit. T-Mobile has a “Gateway”. \$60/month on a trial basis. Point Broadband was discussed. Griff called 3 times and could not get a response, Spectrum would not quote because there is nothing listed on their map, may not have service access. Need to verify 911 address for this site. 13 Fern Ridge Drive shows on the Alabama Power bill, Griff will make sure this is the correct information. Lee volunteered to work with Griff to get a system set up for staff time log in.

SWRA Directional Sign - Status of Repaired Sign – Mike D reported that he has been told that Smith Electric will get the service in this week. Alabama Power will then complete the connection.

Unfinished Business List – Penny had compiled a list from past minutes on SWRA topics still outstanding. Griff has not had time to review but he will review and respond at our next meeting. There are additional items to be added to the list as it was compiled as of August 19, 2024.

NEW AGENDA

Moonbrook Park Bathrooms – Mike met with Control Access Solutions to look at installing a gate entry system on the bathroom complex. Total to do a swipe card entry system is \$15,527.

After discussion, a motion to approve the proposal pending photos of styles with funds coming from the Moonbrook Park Reserve fund was made, seconded and approved.

It was also agreed that we would install hand dryers to replace paper towels.

Guidelines for Use of SWRA Centre – At our last meeting, the Board agreed that we need to take a field trip to the SWRA Welcome Centre / EAMC building at front gate in order to discuss space use to move forward with using this building rather than adding onto the SWRA Centre. Griff will arrange a time. We will leave on agenda for discussion of not charging some groups as per Gene's suggestion at our last meeting.

SWRA Centre / Refrigerator Replacement – Sally inspected. The shelf needs a deep cleaning. Mike D. will have it cleaned up.

SWRA Storage Building Refrigerator – Mike D. reported that he had purchased a new one that should arrive next week.

Gate Cameras – Before our JTT infrastructure revamp we had bids to replace. One vendor no longer installs new systems. Went back to other proposal that we had from Controlled Access for the latest digital cameras to replace all except the AL Power Flock cameras. Gate 49 bid is \$5,949.60 and Gate 34 for \$5,638.28. Includes new cabling. Previously the Board had budgeted \$10,000 for the replacements based on the old bids.

A motion to approve the camera upgrades as bid for a total of \$11,587.88 with funds coming from the Operating budget was made, seconded and approved.

Communication Between SWRA Office and Gate 34 back gate – Phone to back gate from office, strictly for us to transfer codes. Mike D presented a quote to resolve the issues.

A motion to approve the recommendation to spend \$1,160.38 with funds coming out of Gate Maintenance budget was made, seconded and approved.

Community Services Patrol Vehicle – 2017 Ford Explorer we have has 150,000 plus miles on it. We have spent a lot of money on this one (about \$10,000 in repairs) paid \$15,000 for the vehicle. It now needs a new engine that is \$8,500. Discussion followed, Gene shared an analysis of the costs proposed that we buy a smaller vehicle, a compact SUV that would have a good warranty, is more economical and is gas efficient. Griff will research and provide a proposal on the purchase.

Nominating Committee – Kay Dickey is interested in running again for the Board however, Tom Nicholson is not. Sally appointed Debra Knight & Lee Eastman to serve as the SWRA Board representatives for the committee as per the Bylaws. The Board discussed property owners to serve on the committee. If someone serves on the Nominating Committee, they cannot be nominated to run for the Board. Sally Gantt will contact those discussed to see if they are willing to serve.

SWRA Annual Assessment - Discussion on the annual \$100 per property assessment was held. The Board can approve an assessment up to \$100 per year. This is mandatory for 1987 Covenant properties, but many 1971 and 1974 Covenant property owners pay this assessment voluntarily.

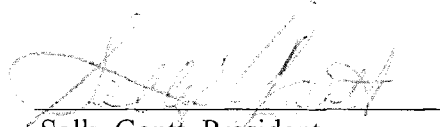
After discussion, a motion to approve a \$100 assessment as allowed by the Bylaws was made, seconded and approved to be effective November 1, 2024, for the year 2024.

Gate Entrance Policy – Gene presented two old SWRA policies pertaining to gate entrance and access devices. He Mike D. has some recommendations for updating. They will get together and present to the Board before our next meeting.

A motion to adjourn Regular Session was unanimously approved at 11:18a.m.

Respectfully submitted,


Penny Alexander, Secretary


Sally Gantt, President

Date Approved: Oct. 15, 2024

Minutes
SWRA Board of Directors Meeting
September 17, 2024

Call to Order – President Sally Gantt called the meeting to order at 9:00 a.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 September 3, 2024, Regular meeting.

CAM Report: Discussion/action items added under Open or New Agenda. Griff reviewed a few items:

- **Crescent Accounting** – He is waiting on a call back from Monica to see where we are in wrapping this up.
- **Point Broadband** - We now have at SWRA Centre.
- **Accounts Receivable** – Griff reviewed briefly \$ amounts of past due accounts. They were discussed. 770,000. \$363,000 still outstanding. One couple of large longtime outstanding accounts. Will discuss specific owners in Exec session to determine actions to take.

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

- Trimmed bushes around the SWRA Centre.
- Replaced a couple street sign posts that had rotted. Will continue to replace others in the coming weeks.
- Placed an order with Drew Heederik to fabricate 12 sign holders. We have several that need replacing due to wood rot.

TREASURER'S REPORT

Investment Update – Earned approximately \$1500 interest on two preferred savings accounts since funds were deposited. Gene and Griff moved another \$500,000 from general funds at River Bank into the investment account as discussed at our last meeting.

Rep. Charlie Brown is working well and is being very proactive to keep each account under the \$250,000 threshold to allow for growth and to protect our funds.

OPEN AGENDA

SWRA Board Email Accounts – Lee looked at individual accounts are \$6 per account through SWRA. As previously discussed, the Board feels it will be best to move SWRA email correspondence under this umbrella in addition to the planned housing of documents in the SWRA Board Member portal. **A motion to move to individual email accounts for each board member under SWRA email program was made, seconded and approved unanimously.**

Website update - A few small issues to clean up but everything is going well.

QuickBooks Online & QuickBooks Elite Payroll Update – Griff reported that we are very close to moving payroll from ADP to QB Elite Payroll. We have to get kiosks set up for clock in for front gate and maintenance employees.

Moonbrook Park Bathrooms – Mike met with Control Access Solutions to look at installing a gate entry system on the bathroom complex. No complaints to office on the locking of the bathrooms.

SWRA Directional Sign - Status of Repaired Sign – Smith Electric has met with AL Power to get metered service by Smith Electric for lights that is now required by Alabama Power. In order for Alabama Power to put in there has to be an E 911 address for their drop. Mike contacted E911 and will continue follow up once received.

SWRA Informational Guidelines for Board – Penny presented the final copy of information/guidelines for new Board members to assist them in familiarizing themselves with board responsibilities. No changes suggested so Board agreed that this would be added to the Board.

Unfinished Business List – Penny had compiled a list from past minutes on SWRA topics still outstanding. Griff will review and respond.

NEW AGENDA

Gate Repairs - ATT still has not made the necessary repairs to the 34-entry gate to allow us to transmit codes. Had issues with the 34-entry barrier arm not closing. Notified the service company who was able to make the necessary repairs. Ordered two spare barrier arms for 34-gate. The existing arms are starting to crack at the mounts. Ordered one control board for the 34-gates. We installed one of the two spare boards we had in stock this week.

Cameras – we had been waiting to upgrade until JTT had completed all of our IT updates. The original company that we had a camera bid from no longer puts in new installations. Mike D. will research again.

Gate computer has been updated. The technology is always changing.

Guidelines for Use of SWRA Centre – These were discussed. They have not been updated in a number of years. The Board agreed that we need to take a field trip to the SWRA Welcome Centre / EAMC building at front gate in order to discuss space use to move forward with using this building rather than adding onto the SWRA Centre. Griff will arrange a time.

SWRA Centre / Refrigerator Replacement – We have been waiting on changes as we work through the office issues. Sally will check out the one downstairs, staff does not use it, party rentals usually bring coolers, so it gets very little use. When it is replaced, we will match to existing appliances.

SWRA Storage Building Refrigerator – An old unit at storage building needs replacing. This is used daily by SWRA staff members. **A Motion to purchase a refrigerator for Storage Building not to exceed \$1,000 for staff use was made, seconded and approved.** Mike D. will handle.

Lee Eastman was excused from meeting at 10:00a.m.

The Landing at StillWaters Phase III – A drawing on Lot A subdivided into two parcels, one for a house and an area designated as Common Area. There were water/drainage issues on this parcel of land once J.R. Adams began development. They had originally hoped to build 3 houses on this parcel. This results in one additional parcel for common area that will pay an annual HOA fee. **A motion to approve the plat as presented was made, seconded and approved.** **Additional fee begins when the plat is recorded.**

Pickle Ball Courts on Eric McKinley Property – Mike D. reported that Buddy McDaniel is interested in new/additional pickle ball courts, so he met with Eric McKinley. Buddy suggested that Eric might want the SWRA tennis court property for future sewer plant usage. He probably would be open to the public and charge memberships, located on his property. The Board agreed that we are not interested in removing or changing ownership of the SWRA Tennis courts.

Point Broadband Solicitation – They have put flyers out on multiple occasions, Mike D called them again to discuss. Board members are not aware of any past agreement that they could distribute flyers.

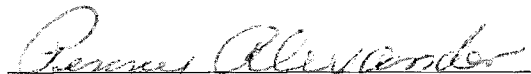
Lot 17, Birdie Run – After issues raised at our last board meeting, Realtor /Associate Broker Sealy Hargrove went to the courthouse and got excellent help in the mapping department. The house on lot 18 is definitely not encroaching on anything. Neither of the adjacent houses are encroaching on anything. Lot owner Barry Gray told Sealy that he has a survey of his lot and that there is road area access to his property.

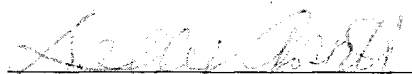
Unkept Properties – Correction to last meeting report. NO certified letters have been sent. Mike D thinks that Lot 55 Buckskin Court letter was delivered through regular U.S. mail, but no action has been taken.

80 Bent Hickory owner letter was returned. The Tallapoosa Courthouse Tax records show the same address as SWRA. It was suggested that FB Henderson might have more tools to track down information on contact information for this property owner.

A motion to adjourn Regular Session was unanimously approved at 10:36a.m.

Respectfully submitted,


Penny Alexander, Secretary


Sally Gantt, President

Date Approved: Oct 1, 2024

Minutes
SWRA Board of Directors Meeting
September 3, 2024

Call to Order – President Sally Gantt called the meeting to order at 10:55 a.m. at the SWRA Centre. 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.

Guests – Mr. & Mrs. Sam and Chapman

Approval of Prior Minutes

The Board approved the minutes of the August 20, 2024, Regular meeting.

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

Investment update – Earned approximately \$1500 interest on two preferred savings account since deposited. Gene and Griff are working on the River Bank account to move funds over from that to another account.

Multiple Adobe accounts, they are working to identify these monthly charges and define our needs to clean up any unnecessary accounts.

OPEN AGENDA

Website – Lee reviewed what policies are on the website. Working on how pages pop up to more useful. Discussion followed on several issues.

Commercial Building Lease – Griff spoke with Chris Clark, East Alabama Medical to discuss the notice of not renewing the lease, he understands, and he told Griff that he has already talked with his facilities team to find another location. Griff re-emphasized to him that we would work with him and there would be no penalties if he finds another location before the end of the lease, he said he would keep us informed.

Moonbrook Park Bathrooms – After Labor Day we will try closing these during the week in an effort to break the vandalism cycle. An article will be in the September newsletter alerting property owners. Could use same gate card access as the tennis courts and pool if we put some type of iron entry gate with entry from one side for property owners? Mike D. will investigate options.

QuickBooks Online & QuickBooks Elite Payroll Update – Griff continues to work on resolving issues in some accounts. QB payroll has not been completed in setup. Still using ADP until Griff is confident that the new QB system will work correctly.

SWRA Directional Sign - Status of Repaired Sign – Mike is working on metered service by Smith Electric for lights that is now required by Alabama Power. In order for Alabama Power to put in there has to be an E 911 address for their drop. Mike contacted E911 and will continue follow up once received.

Direction Sign at Sunset Pointe – Sending to art department to see if they can do a sign rendering from the sign company. Approximately \$1500 to replace incorrect letters.

A motion to replace the letters on this sign was made, seconded. Vote was 3 to 3 (one member was absent). Motion failed.

SWRA Informational Guidelines for Board – Penny presented a draft of information/guidelines for new Board members to assist them in familiarizing themselves with board responsibilities. Discussion followed and a few changes were agreed to. Penny will edit and resend the document.

Landscaping – Garden Club – Debra reported that the Mundens are starting an extended vacation. She suggested that we wait until they return so they can meet with Debra and Mike D. to discuss kick off in spring. Develop scope on their contributions can be. After Christmas can put an article in newsletter to ask for interested gardeners to join.

Staff Allocation of Time – Additional personnel needs discussion for budgeting. Sally had requested that Penny compile a list of open/unfinished projects from past minutes that was distributed to Board members in mid-August. A few items were discussed. Penny will edit the unfinished lists and resend.

- **Crescent Accounting** – They have information they need to complete the accounting tasks that were unfinished. Gene stated that they must be working on it because they had contacted us about access to the new QB online. Griff will follow up with Monique to see if they have an estimate on when they will complete.
- **Lien letters** – Janie still has about 10 subdivisions left to do. Griff will Run a report on past due accounts for our next meeting. Janie has had some success on collecting on a few of these accounts.
- **SWRA Centre Handrail** – Mike reported that he has Spray painted humps. Tear up asphalt paving to put in landscape
- **Cyber Insurance** – Michael Odom sent a lengthy email to Griff. Griff will find and forward to the Board, he needs to pull more information for Michael to be able to give us an opinion.

Newsletter – The next one is September. Griff has the software and templates. He requested that article be in by Thurs.

NEW AGENDA

SWRA Records Retention Policy – Gene had distributed to board again since our last meeting. Discussion followed. **A motion to approve the policy as presented was approved unanimously.**

Emails – Lee will move to have all Board members on Outlook email for SWRA board business for security and improved organization.

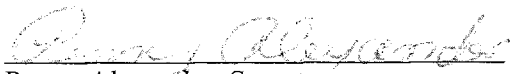
SWRA Boat Storage Pricing – This was increased last year to \$300 per year last year, after discussion it was agreed to keep the pricing for 2025 to the same.

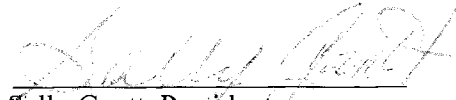
Lot 17, Birdie Run – There were some people looking at purchasing this lot. There is no paved road to this lot, should be between Lot 18 and Lot 16. SWRA is not the Developer so paving would be the responsibility of the lot owner. Another issue is that the house on lot 18 appears to be on the easement for what was supposed to be a roadway. Lot 17 borders the closed golf course, the owner lives in Florida and has had the lot listed for sale for a while. The current interested person is no longer interested but this issue may come up in the future.

Unkept Properties – A few houses/lots were brought up for discussion as to what procedures are for SWRA to clean these up and lien the lot if the owner will not. A notice to clean it up. Can clean at your costs per covenants – we have sent certified letters. Having problems locating the 80 Bent Hickory owner. Lot 55 Buckskin Court certified letter was delivered.

A motion to adjourn Regular Session was unanimously approved at 12:20p.m.

Respectfully submitted,


Penny Alexander, Secretary


Sally Gantt, President

Date Approved: 9/17/24

Minutes
SWRA Board of Directors Meeting
August 20, 2024

Call to Order – President Sally Gantt called the meeting to order at 9:00 a.m. at the SWRA Centre. 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.

Guest: Charlie Brown of Morgan Stanley attended the meeting to meet Board members and have documents signed to set up the investment account for SWRA funds. He and Gene had worked together on a plan to invest and protect SWRA funds. The Board thanked him for his assistance.

Approval of Prior Minutes

The Board approved the minutes of the August 6, 2024, Regular meeting.

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

Traffic/Stop Sign Study – Griff has not had time to do. He will contact the SWVF&R Chief regarding the speed bumps. Suggestion made that when he was doing and when looking into speed bumps/humps that he also research speed tables.

Golf Colony Rentals – Griff had worked with their Condo Board to address rentals. A packet was mailed to owners with changes. What remedies were included in the packet? Not limiting rentals but attempting to reduce rentals (through fines) to corporations/companies/businesses. Owner has to turn in a rental form to the Golf Colony Condo Association. Their board already had the authority to fine their members for violations.

SWRA Centre Point Broadband – Griff will contact Point Broadband.

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

TREASURER'S REPORT – SWRA Investment Update:

SWRA has established an agreement with Morgan Stanley located in Auburn, Alabama. On Friday, August 16th, \$1 million dollars was transferred from River Bank & Trust to Morgan Stanley. Two "Preferred Savings" savings accounts were established and \$500,000 was deposited in each account. The following actions were then initiated by Morgan Stanley:

- Two (2) 90-day CDs valued at \$130,000 each were purchased paying 4.90%
- One (1) 6-month CD valued at \$130,000 was purchased paying 4.50%
- One (1) 9-month CD valued at \$130,000 was purchased paying 4.35%
- This leaves a balance of \$240,00 split between the two "Preferred Savings" accounts currently earning 5.00%.

These actions follow the approved investment policy and strategy of the Board with regard to account liability, divestment and maturity dates. Gene, Sally and Penny are listed on the account for SWRA.

OPEN AGENDA

Commercial Building Lease – Griff sent a certified letter to Pinnacle Cardiovascular representative Chris Clark but has had no response from him. Griff has left messages and sent emails to him with no response. Now he will send same letter to the CEO of EAMC notifying them of termination of the lease on the Welcome Centre. During the meeting Lee reached out to a contact at EAMC and Griff received a reply from Chris Clark as follows:

“Received and I understand that you will not be renewing.”

Moonbrook Park Bathrooms – After Labor Day we will try closing these during the week in an effort to break the vandalism cycle.

QuickBooks Online & QuickBooks Elite Payroll Update – The migration has taken longer than expected. One major problem is the slow response from QB support. Long wait times and not always able to reach someone who can help. Griff continues to work on resolving differences in some accounts. It is a much different maneuverability than the desktop version. Griff and Mike D are administrators and can set permissions for users.

SWRA Directional Sign - Status of Repaired Sign – Mike is working on metered service by Smith Electric for lights that is now required by Alabama Power.

Direction Sign at Sunset Pointe – Waiting on a sign rendering from the sign company.

NEW AGENDA

SWRA Board Code of Conduct – Gene sent out a proposed draft document. Sally had contacted Attorney Michael Odom who replied that he had not seen anything like this with any of his other association clients. He recommended against stating his concerns about putting all of them into a formal agreement that may limit the Board’s ability to operate and may open the door to some potential liability.

Discussion followed on a way to have some information/guidelines for new Board members to assist them in their responsibilities. With the multiple sets of governing documents and history of the BFA Bankruptcy there are a lot of areas to educate oneself on in order to be an active, informed member. Several concerns and suggestions were made. Penny will draft a document to include beneficial information for an incoming board member and distribute to Board members for input and further discussion.

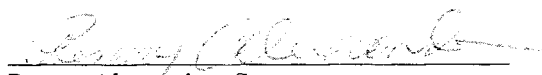
Policy for Owners to Attend Board meetings. Discussion was held and different scenarios suggested. The Board feels that general board meetings are open to Members to attend; it is important to listen to owners if they have concerns. When they want to address the Board, it is helpful to know the topic/concern prior to the meeting. No action was taken.

Landscaping – Charles Munden made some suggestions for landscaping to Debra Knight. The Mundens would like to form a garden club inside StillWaters. There are a lot of people who do not mind volunteering to some work on specific projects. Debra and Mike D. have coordinated on SWRA landscaping. Garden Club projects could be coordinated with SWRA. Debra will follow up with the Mundens and assist in managing expectations on staff time/assistance.

Newsletter – The next one is September. Griff will follow up with Shana on the software used and handle the next one.

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

Respectfully submitted,


Penny Alexander, Secretary


Sally Gantt, President

Date Approved: 8/3/2024

Minutes
SWRA Board of Directors Meeting
August 6, 2024

Call to Order – President Sally Gantt called the meeting to order at 9:02 a.m. at the SWRA Centre. Board members Gene Akers, Kay Dickey, Lee Eastman and Debra Knight were present. Penny Alexander 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 July 23, 2024, Regular meeting.

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

Griff noted that SWRA had registered 272 golf carts in 2024. Griff is contacting the SWVF&R Chief regarding the speed bumps approved by the Board. Griff evaluated all the current stop signs on SWRA roads and will make recommendations at a later Board meeting. JTT is ready to download the QuickBooks files but SWRA has to implement two-step verification. Most of the sub-associations are using PayHOA and there are two still using QuickBooks with no issues. After some discussion regarding the current internet speeds, SWRA will pursue in conjunction with JTT changing to Point Broadband for faster upload and download speeds.

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

TREASURER’S REPORT – None this meeting.

OPEN AGENDA

Facilities Committee – Griff has been trying to get in touch with East Alabama to discuss the future termination of the lease on the Welcome Centre. It was suggested SWRA send a letter of notification regarding the non-renewal of the lease. Griff is still investigating the utility usage and charges association with the Welcome Centre.

Status of Repaired Sign – Work on the sign and lettering has been completed. The lighting and landscaping around the sign have not been finished. There was further discussion regarding the lettering on the sign at the entrance to Sunset Point. The original estimate for lettering was \$900 not including labor to install. It was requested that SWRA get a full price install and “rendering” diagram to upgrade the lettering on the Sunset Point sign.

Reserve Funds Investment Strategy – Gene presented a draft of a policy that addresses our intention to invest our reserve funds. After review, the **Board approved a motion to accept the policy as drafted.**

Gene then presented a document that outlined three different investment plan options. Upon review and discussion by the Board, the **Board approved a motion to use Morgan Stanley as the SWRA investment partner to implement its investment policy and strategy.**

Gene then presented an investment strategy for the remainder of the year. The strategy would provide for a total reserve fund of \$1 million to be invested. This would leave approximately \$200,000 in the operating account at Regions Bank and \$540,000 in the unrestricted cash in River Bank & Trust account at the end of August. At the end of 2024, there would be approximately \$250,000 left in the unrestricted account and a minimum amount in the operating fund. **The Board approved a motion to transfer \$28,000 from Unrestricted Cash to the Contingency Reserve Fund to increase the total Reserve Funds to \$1 million for investment with Morgan Stanley.**

NEW AGENDA

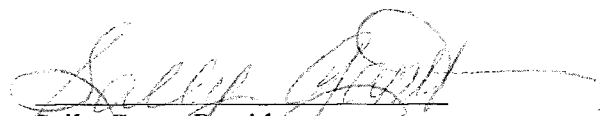
Records Retention – Gene stated he performed financial records purge the prior week. He provided a sheet that outlined the documents that were thrown away: 2007-2018 Bank Statements and 2008-2016 Purchase Orders. The following documents were to be shredded: 2010-2016 ADP Payroll documents. There will continue to be a review of files and documents for purging in the near future.

Moonbrook Park Bathrooms – There was discussion regarding the continued issues with the bathrooms at Moonbrook Park. It was suggested that after the Labor Day weekend, the bathrooms be closed with a “Out of Order” designation. The bathrooms would be closed until further notice. By closing the bathrooms temporarily, it would force those individuals causing the most damage to seek other facilities and break the current habits. It would also see how much negative feedback comes from property owners. Bathroom facilities would still be made available if requested for any group or special event. The Board could consider making the bathrooms available only on weekends to reduce exposure to further abuse.

A motion to adjourn Regular Session and move into Executive Session was unanimously approved at 10:11 a.m.

Respectfully submitted,


Eugene J. Akers, Ph.D., Acting Secretary


Sally Gantt, President

Date Approved: 8/20/24

Minutes
SWRA Board of Directors Meeting
July 9, 2024

Call to Order – President Sally Gantt called the meeting to order at 9:02 a.m. at the SWRA Centre. 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 June 18, 2024, Regular meeting.

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

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

- The Landing Restaurant- SWRA responded to a call from an owner on Friday night at around 11:10PM regarding people using the restaurant as a party place. Upon arrival whomever it was had already left.
- Golf Cart/Car accident on Moonbrook over the weekend. Fortunately, there were no really serious injuries.

TREASURER'S REPORT – Gene reported on mid-year position.

Savings is all held in River Bank and Gene proposed that we have been fortunate to not have to use many funds from reserves, we have been in interest accounts only. May want to look at CD's or money markets, other ways to invest in insured accounts for better interest and may put in multiple accounts. Gene offered to research options and strategies if the Board thought this was a good idea. The Board agreed that is a good plan.

Liability is the refundable deposits account under ARC permits which is approximately \$175,000. Sub Associations – seem to be on target with budgeted amounts. The expense allocations need to be corrected. Griff stated that there are a tremendous number of after hours calls from sub-association members that need to be covered. We may need to add a fee to the association contracts for owner responsibilities, not association issues like elevators. SWRA needs to cover our costs for all services for sub-association.

Treasurer's Report: Gene presented reports as follows.

Revenue:

- We are currently showing a Total Income of \$240,366.90 more than projected.
- Our SWRA Dues are over by \$27,361.90.
- Miscellaneous Income shows an additional amount of \$90,603.12 mainly from lot sales.
- Late Fees reflect an additional \$10,794.90 more than projected.

- Permits reflect a \$62,375 income, Impact Fees shows a \$37,000 income, and Transfer Fees shows a \$10,800 income more than projected.
- Our annual Gate Fee is under by approximately \$3,975.
- We collected 98.4% of the total voluntary income needed to fully fund the Community Patrol.

Expenditures:

- Administration costs were over by merely 3% for the first half of the year and 55% of the total annual budget.
- Gates were over by 20% with the majority of costs associated with personnel and benefits. This will warrant further review to determine the cause and to make adjustments to either current allocation or future budget projections. This puts us at 70% of the total annual budget already.
- Landscape and Grounds is currently running at 85% of projected cost for the first half of the year and 50% of the total annual budget.
- Roads currently reflect a balance of nearly \$30,000 for the remainder of the year.
- The Pool is running at 86% YTD and 44% of the total annual budget.
- The Tennis Courts account is running at 66% YTD and 37% of the total annual budget.
- The Park is running at 79% YTD and 52% of the total annual budget.
- The Storage Building is running at 93% of projected cost for the first half of the year and just 22% for the total annual budget.
- There were some significant costs associated with Repairs and Maintenance and Utilities charged to the Common Area that will need further review.
- The SWRA Centre is running about 10% more than projected for the first half of the year and 60% of the total annual budget. The staff is currently investing expenses associated with multiple telephone charges. There may be some unexpected expenses with the looming possibility of some needed HVAC repairs in the 3rd quarter.
- The SWRA Welcome Centre is running about 4% more than projected with some additional review as to associated unexplained expenses that are currently under review. The Welcome Centre is running at 53% of the total annual budget.
- Overall, Total Expenses for the first half of the year is running at 94% of projected expenses and 59% of the total annual budget.
- With that being said, Net Income is approximately \$750,667.88 at this time. This reflects a difference of \$310,828.67 more than projected for the half of the year. The 2024 budget projected Net Income for 2024 as \$348,000. Based on expected expenditures for the remainder of the year and no other significant income, the projected Net Income may still be obtainable.

Balance Sheet:

- The Balance Sheet reflects all of the reserve accounts are current with the Board approved balances for 2024.
- The following balances are as of June 30th:
 - First Alabama (Operating Account): \$228,793.88
 - River Bank and Trust (Reserve Accounts): \$970,569.17
 - River Bank and Trust (Unrestricted Cash): \$567,499.49
 - Total Cash Balance: \$1,770,822.66

- There may be some concern regarding the current balances in River Bank as to our potential liability with regards to FDIC protection is currently limited to \$250,000.
- Over the past several years, SWRA has been fortunate to have needed very little of its reserve accounts. SWRA currently uses interest bearing accounts only, which provides little return on its deposits. The Board may wish to consider alternative investment strategies that may yield a greater return on investment while maintaining a balance of liquidity, such as fixed CDs or Money Market Funds.
- Liabilities:
 - Refundable Permits: \$173,900.00
 - Long Term Liabilities: \$31,747.29 (Mortgage Loan)

Sub-associations:

- Revenue: From an Income perspective alone, it appears to be current with projected payments.
- Expenditures: the current allocation of expenditures for the sub- associations does not afford the ability to adequately determine cost versus income for each association. A separate category was established to track wages and benefits for support staff but is not being used properly. Some further analysis will be required to remedy the current situation.
- Effort will be given to developing are liable Profit and Loss statement for the sub-associations before 4th quarter of this year.

Expenses	Annual Budget	6 Month YTD	% of Total
Administrative	569,674.39	311,277.31	55%
Gates	205,338.44	143,832.01	70%
Landscape & Grounds	240,574.97	120,880.36	50%
Roads	305,000.00	276,214.02	91%
Pineview Pool	27,920.00	12,371.92	44%
Tennis Courts	3,816.00	1,406.83	37%
Moonbrook Park	10,036.00	5,206.24	52%
Boat Storage	1,580.00	633.10	40%
Storage Facility	20,380.00	4,391.33	22%
Other Common Areas	12,290.00	44,514.09	362%
SWRA Centre	34,689.17	20,737.34	60%
Welcome Centre	9,375.42	4,980.34	53%
TOTAL EXPENSES	1,654,050.88	983,579.12	59%

OPEN AGENDA

Rules & Regulations – The Board discussed defining Estate Sales in more detail. Goal is to clearly explain to Members what the rules are to be a good neighbor and in compliance.

Fine Schedule - Removed those governed by the ARC – min. fine under our Rules & Regs of \$50 and \$100 max with \$500 max. Gene will revise and send back out to Board members.

Jackson Thornton (JTT) IT Service Provider Update – Griff reported that they have another conference call this week. Two techs will be on site tomorrow to onboard the server. Firewalls and work from home access for managers is not yet completed. Griff has reiterated with them that it is time to wrap this project up.

QuickBooks Online – Griff has not installed as he was waiting on the firewalls and server issues, however the JTT team told him he could go ahead.

Facilities Committee and Plan for Office Upgrade –At the last meeting, there was some discussion regarding an alternative in re-purposing the Welcome Centre as a community center. This might involve less costs and disruptions than an addition while still providing the necessary office space and storage. The Board reviewed income and expenses for the SWRA Welcome Centre building at Gate 49 as well as rental income at the SWRA Centre.

Year	SWRA Centre Rental	Welcome Centre Rent	Welcome Centre Cost
2018	\$7655	\$16,880	\$33,809.83
2019	\$7890	\$20,660	\$33,951.02
2020	\$3750	\$10,225	\$13,418.54
2021	\$3875	\$12,600	\$30,708.21*
2022	\$4105	\$11,300	\$17,504.88*
2023	\$2654	\$12,000	\$12,463.92

*New roof and HVAC

Loan Balance: approximately \$40,000 Monthly Payment: \$946.31

A motion to advise our tenants (EAMC) at the Welcome Centre that we are proposing to make some changes on use of spaces, we will not be renewing their lease that is up Sept 30, 2026, and we are open to letting them out of the lease earlier. The motion was seconded and was approved unanimously.

Assured Insurance /Berkley Management Protection – No update. Griff has contacted our representative for follow up.

July 4th Golf Cart Parade – A new route for the parade was established. Sally sent a thank you to the Reaves. Ice cream truck gave out over 150 orders for a cost of \$644 to SWRA which was enjoyed by participants. About 50 golf carts participated. There were a good number of people on the streets as the carts went by. Staff followed the same day behind the parade to pick up items that were thrown so that candy would not melt on the streets. It was a popular event. It was agreed that next year we will ask that they not fire graffiti cannons.

SWRA Outside Handrail to Downstairs SWRA Centre –The additional handrail for the handrail leading to the community room came in at \$2,000 for just the materials so Mike is currently looking at another option.

Directional Sign at Moonbrook and StillWaters – Don Allen’s crew continues working on completing the sign. Still waiting on estimates for the lettering. Sign Source is \$1421 for this sign because we cannot match it. \$985 for SS Point – not including labor. Agreed to do the sign that was demolished and wait on the other to see what the lettering looks like. The matching letters are no longer available.

Crescent Accounting Information – All the information has been collected and sent to Crescent for processing. Monique has received the package that Griff sent to her.

NEW AGENDA

The Social Group – Kay reported that there is lots of competition on Thursday nights because of music everywhere and was well attended 28 people. Next September will be the next one.

Letter to 1971 and 1974 Property Owners – A letter had been approved and a question has come up. Mike Dean has requested that we outline some details about trailers. After discussion the Board agreed to send the letter as is. The Board and attorney interpretation of the 1971 covenants is that “trailers” means all type of trailers as spelled out in the 1974 amendment and in the 1987 is the amended and restated covenants.

Speeding on StillWaters Drive – Griff proposed placing speed bumps near the stop sign at the intersection of StillWaters Drive and Vistawood to slow drivers down and to get them to stop at the sign. He stated that he lives in this area and has observed many people driving too fast and others not stopping.

Discussion followed on the effectiveness of speed bumps and additional stop signs to accomplish these goals. It was suggested that we pull research on effective ways to stop people from running stop signs and speeding. Over the years the Board has tried many options including speed bumps that have been installed and then been removed. Permanent speed bumps are expensive and then require expensive repairs to the road bed when removed. The removable speed bumps installed with spikes are less expensive. A traffic study was done a few years ago with the county engineer recommending the stop sign that was added on StillWaters Drive in an effort to slow the speeding. SWRA has some movable speed bumps, but they are use on one of the cul-de-sacs where there were specific issues with one family and guests. It was installed at the request of all property owners on that street. Removable speed bumps would cost \$850.

The question of the height, type of poles, and size of stop signs to meet required code was proposed. Mike D. will research the requirements. Discussion followed.

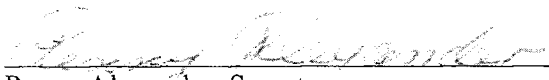
A motion to order and install two removable speed bumps on StillWaters Drive at the intersection of StillWaters Drive and Vistawood as a test and to verify that the stop sign meets required code in size and height at just this location or to correct it to meet code was made and seconded. The motion carried with 5 in favor and 1, Penny voting against.

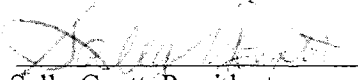
SWRA Centre HVAC Repairs – The A/C unit went out that services the front desk, Griff, Janie, and Anita's offices. It was low on freon due to a leak. Pricing for a replacement unit was obtained from two A/C companies. The first quote came in at \$16,800 and the second quote was \$10,000. The second company also quoted replacing the coils in the air handling unit and replacing the outside unit in lieu of replacing everything at a cost of \$6,700. These two 4-ton units handle the upstairs. After discussion the Board instructed Mike D to contact a couple of additional companies to request a bid. Artic and Sunshine were recommended. Once received he will email the comparisons to the Board for a vote. When approved the funds will be moved from SWRA Centre Reserves.

Cart Path to Shopping Center – Gene recommended some items to address some concerns that Eric should think about when putting in the cart path. It should be built cart path width only. He is building a bridge; it should not be wide enough for cars or trucks. He could put a gate to lock and unlock a gate to open only in reasonable hours. The path will come to Inverness at the cart path easement. The Board asked Mike Dean to talk to Eric about controlled access and the points above.

A motion to adjourn Regular Session and move into Executive Session was unanimously approved at 11:49 p.m.

Respectfully submitted,


Penny Alexander, Secretary


Sally Gantt, President

Date Approved: July 23, 2024

Minutes
SWRA Board of Directors Meeting
June 18, 2024

Call to Order – President Sally Gantt called the meeting to order at 9:08 a.m. at the SWRA Centre following an Executive Session meeting. Board members, Gene Akers, Kay Dickey, Lee Eastman, Tom Nicholson, and Debra Knight were present. Penny Alexander was excused. Community Association Manager (CAM) Mike Griffin and Associate Community Association Manager (ACAM) Mike Dean were present to report.

Board Appointment for ARC

A motion was made and seconded to appoint Clay Carroll to the ARC immediately. The motion passed unanimously.

Approval of Prior Minutes

The Board approved the minutes of the June 4, 2024, Regular meeting.

CAM Report: Due to vacation time, there were no current reports.

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

- The vacant maintenance position is still open and having difficulty filling the position.

TREASURER'S REPORT – None this meeting.

OPEN AGENDA

ARC Report – The ARC continues to work on the fee structure. The Board was satisfied with the new letter regarding changes to the ARC requirements to include all covenant owners in the future.

Rules & Regulations (Version 5, 6/5/24) – The Board reviewed and discussed the last version of the Rules and Regulations. Two actions items to finalize the current draft was the amendment and adoption of new policies regarding Estate Sales and Garage Sales. The Board approved the following policy amendment: **“Estate sales are permitted pending prior notification to SWRA. Estate sales should be limited to the home area.”** The Board approved the following new policy: **“No garage sales, yard sales nor like events will be allowed within Stillwaters.”** A final draft of the Rules and Regulations will be distributed to the Board for final review and approval at the next Board meeting.

Jackson Thornton (JTT) IT Service Provider Update – Griff reported that they continue to work down the list of projects and issues. Griff is going to schedule a status meeting with JTT to review the current issues and identify action items to complete the project.

Lee Eastman was excused from the meeting at 9:46 a.m.

Facilities Committee and Plan for Office Upgrade – The discussion focused on Board member involvement in the overall process and the potential cost of the overall project. The Committee will continue work to develop a conceptual plan for the overall project to be reviewed by the Board. It was agreed that any final plans would involve a professional architect because of the extensive nature of the changes and potential building code requirements. The Board recognizes the potential expense of engaging a professional in the process and the cost of any modifications to the current facilities. Once an overall concept has been agreed upon, then cost estimates can be explored. There was some discussion regarding an alternative in re-purposing the Welcome Centre as a community center. This might involve less costs and disruptions while still providing the necessary office space and storage.

Assured Insurance /Berkley Management Protection – No update.

July 4th Golf Cart Parade – A new route for the parade has been established. SWRA distributed the new route to the owners by Eflash. There was a discussion to provide free ice cream to participants at the end of the parade from an independent vendor.

SWRA Outside Handrail to Downstairs SWRA Centre – The proper railing has been identified and waiting on pricing.

Directional Sign at Moonbrook and StillWaters – Don Allen's crew laid the block for the sign at the intersection of Stillwaters Drive and Moonbrook Drive. The next step is the application of the hardy board and roof. Still waiting on estimates for the lettering.

Crescent Accounting Information – All the information has been collected and sent to Crescent for processing.

NEW AGENDA

Golf Colony – The Golf Colony Board is working to address the issue through amending its Rules and Regulations.

CRI Request for Information – Currently in the processing of collecting the information.

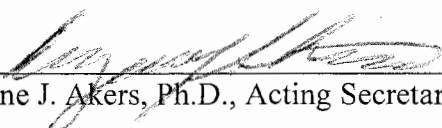
Moonbrook Park Bathrooms – Mike Dean obtained pricing to pressure clean steps and sidewalks around bathrooms and the bathroom building. **The Board approved a motion to approve the cost of \$950.00 from the park operating budget.**

Cart Path to Shopping Center – The owner of the new shopping center on Highway 49 near the front gate is still interested in providing a cart path between Stillwaters and the shopping center. There was a question as to where the cart path should enter the community. The initial discussion several years ago was the path needed to enter outside of the front gates. After some discussion, it was agreed that entry of the cart path from the shopping center to the golf cart path for Hole #14 would be acceptable.

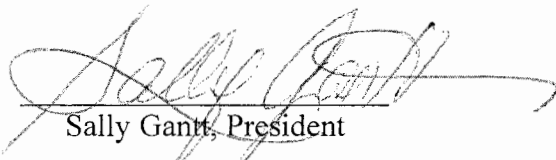
Full-time EMT – A full-time EMT is now available for emergency calls in the area – Tallapoosa First Response. Further information will be collected and provided to the community through the newsletter.

A motion to adjourn Regular Session and move into Executive Session was unanimously approved at 11:05 p.m.

Respectfully submitted,



Eugene J. Akers, Ph.D., Acting Secretary



Sally Gantt, President

Date Approved: 7/9/24

Minutes
SWRA Board of Directors Meeting
June 4, 2024

Call to Order – President Sally Gantt called the meeting to order at 9:05a.m. at the SWRA Centre following an Executive Session meeting. Board members Penny Alexander, Gene Akers, 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 May 21, 2024, Regular meeting.

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

ACAM Report: Report on work done for sub-associations and condo associations listed for Board review. Discussion/action items added under Open or New Agenda.

- **Eagle Ridge** – Southern Coastal Homes utilities tie in on Moonbrook Drive is finishing up and will continue with the power utility tie ins to be completed inside the development.
- **The Landing @ Harbor Pointe** - Opened May 29th. Hours are Wed. through Sunday. There have been no complaints to SWRA from the weekend opening and the crowds were large.
- **Harbor Pointe Utilities** - They tied in the new lift station to replace the one that was failing in front of the church. The new lift station has been tested and is working as it should. The easement will be restored once the ground dries out to where it can be smoothed and seeded.

TREASURER'S REPORT – None this meeting.

OPEN AGENDA

ARC Report – 12 new applications this week.

- **'71, '74 & Waters Edge covenants** – Board reviewed proposed letter presented by Lee addressing the interpretation that all properties in SW are governed by the ARC.
- **Good Standing Definition** – The Board revised the letter Lee presented and discussion followed. Lee, Penny and Gene will incorporate discussed items into this and email to all Board members. The Board agreed that this document would be included with the annual mailing of invoices and in notices to past due accounts.

Rules & Regulations (Version 4, 5/21/24) - Gene had included changes and emailed a revised draft set Version 4 to the Board for review and input. Board discussed as Gene worked through the proposed changes and the areas that need further defining. Highlighted the changes and additions. He has added lighting and firearms paragraphs.

Jackson Thornton (JTT) IT Service Provider Update– Griff reported that they continue to work down the list of projects and issues. Still refining the new server. The phone system is working well. Griff will investigate into whether we can enter a second message on the fire notification message to use to notify callers if there is a “no burn order” or dangerous conditions. He will also add the staff members name to their title in the options.

Facilities Committee / Building Expansion - Penny met a couple of times with Architectural Designer Micki Joell who assisted SWRA in the previous renovation of the SWRA Centre. They discussed the goals for the new area as discussed at the last Board meeting. Current office spaces have been measured to compare and Micki is drafting an initial drawing to fit in needed areas. Penny will follow up with the Tallapoosa County Engineer to verify a few items on handicap, # of bathrooms required, and other issues. Discussed needs and use of space and office arrangements.

Hideaway at Stillwaters Proposed Management Agreement – Their board informed us that they wanted to turn the bookkeeping and covenant enforcement over to SWRA starting June 1st. Jeff Rothstein owner in The Hideaway who has been doing the bookkeeping has been working with Shana Ellis to migrate the financial information back to SWRA. SWRA would handle bookkeeping and covenants enforcement, not maintenance. They will be on PayHoa.

Assured Insurance /Berkley Management Protection – No update.

Berkley Management Protection - Cyber for Homeowners Associations proposal was reviewed. It stated that if your organizations accept electronic payments this is recommended. The Board briefly reviewed the limits. We are not sure that we want this or need it, but it could be an extra layer of protection. Packet was distributed today, and this will be tabled until our next meeting to give Board members time to review all the information. PayHoa provides cyber protection for the information and accounts under their policy coverage.

Griff will contact Attorney Michael Odom to advise on where our vulnerability is, do other associations he deals with carry this type of coverage?

Memorial Day Report – We had extra Sheriff patrols scheduled for the holiday and double staff at the entry Hwy 49 gate on the Saturday night for “Shake the Lake” with a special event pass. Less issues for behavior this year but a good number of maintenance issues occurred over the long weekend.

July 4th Golf Cart Parade – Sally had a lengthy discussion with the Reeves. They are not in favor of giving gift cards for cart decorations because they don’t want to turn it into a competition, want it to be to promote patriotism. Also very upset about not throwing candy because no one will stand to watch the parade. Understand it is a pain to cleanup afterwards. What about designated spots? After discussion it was agreed that the throwing of candy/trinkets is what draws people/kids to line up to watch the golf carts go by. We will just need to have extra

staff for cleanup. They want to end at Copper's. SWRA will sponsor a snow cone machine to be at Copper's. Sally will contact Eric McKinley to work this out.

Moonbrook Park Bathrooms – There has been an increase in the use and trashing of the bathrooms, mostly used by day workers/vendors. The Board discussed locking the restrooms at night, some suggested closing them all together however others felt it was important for residents using the park to have access to bathrooms. Mike D. stated that his concerns are not currently vandalism but the need for the bathrooms to be cleaned daily due to messy/extreme dirtiness. Board suggested Mike D explore options to see if we could hire an outside janitorial service to clean several times a week or daily if needed.

SWRA Outside Handrail to Downstairs SWRA Centre – Nothing new in this area. Mike D. hasn't found anyone to bid on the round handicap handrail, some are so busy they don't want to take on a small job. Other rail options were discussed.

We can mark the trip hazards in the asphalt with spray paint since we have called attention to the side of the drive with the wooden handrail. The wooden railing must dry before it can be stained. Our staff cannot cut out the pavement and the mobilization fee from the paving company would be \$5000 or more according to Mike.

Some low growing plants put in to soften the look and larger plants at the top to block/steer people away from the steepest point.

Directional Sign at Moonbrook and StillWaters – We are still waiting on Don Allen to complete the project. This destroyed sign has been sitting, supplies have been delivered. Mike D. will contact Don Allen once again.

Crescent Accounting Information – Griff continues to pull records that they requested. He is almost through pulling the lot sales from 2022 with expense details.

Barry Dees, Developer – Griff reported that Mr. Dees contacted him to let him know that he is putting together his plan for the bank and was confused on when he would start paying fees. Griff responded that it is when the lots are platted.

NEW AGENDA

Golf Colony –A Golf Colony Board member contacted Griff about some concerns from Golf Colony residents about occupants living there with multiple males living in the same unit, and that their rental documents (3.1) don't allow this. Griff stated that his interpretation is different as the documents don't seem to address workers being housed in a unit but more about running a business out of a unit. There does seem to be some language about the number of people allowed in a unit. The Golf Colony Board will have to deal with these issues, this is not a SWRA issue until there are issues with the SWRA governing documents.

QuickBooks - Griff presented his research on moving from QB Desktop to the online versions. Compared costs to bundle the accounting and payroll together, eventually move away from ADP for payroll. Gene stated that it is about the same costs as current QuickBooks and ADP to move to QuickBooks Online.

May require updating our internet speeds/versions to handle.

Griff's recommendation is to change to QB online, stay on ADP until we get all transitioned and get QB payroll working. Discussion followed.

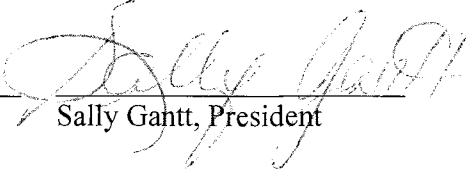
A motion to change from the current QB Desktop Enterprise program to QB Online Advanced and then to add Elite payroll option was made, seconded and approved.

Carr, Riggs, Ingram, CPA (CRI) Request for Information – Griff distributed a packet of items that CRI has worked through and items they are requesting of additional information as they proceed on the accounting work.

A motion to adjourn Regular Session and move into Executive Session was unanimously approved at 12:01p.m.

Respectfully submitted,


Penny Alexander, Secretary


Sally Gantt, President

Date Approved: June 18, 2024

Minutes
SWRA Board of Directors Meeting
May 21, 2024

Call to Order – President Sally Gantt called the meeting to order at 10:00a.m. at the SWRA Centre following an Executive Session meeting. Board members Penny Alexander, Gene Akers, 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 May 7, 2024, Regular meeting.

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

ACAM Report: Report on work done for sub-associations and condo associations listed for Board review. Discussion/action items added under Open or New Agenda.

- **Eagle Ridge** – Southern Coastal Homes is selling 20 lots to Lake Martin Building Group (Mark Schroeder). Waiting on power for the utility tie ins to be completed.
- **The Landing @ Harbor Pointe** - is scheduled to open May 29th. Hours will be Wed. through Sunday. There are 15 docks assigned to the restaurant.

TREASURER'S REPORT – None this meeting

OPEN AGENDA

ARC Report – Currently there are 112 total active permits, 18 of these are new homes, 47 are new work, 37 are remodel/renovations. The ARC has approved the new Standard Operating Procedures document which will be publish on the website. ARC members are working on a letter to 1971 and 1974 Covenant property owners regarding Michael Odom's explanation that since SWRA is the successor to those covenants then their properties are governed under the ARC. They continue work on the ARC fee structure.

Lee asked for clarifications on ARC authority being applied to 1971 and 1974 covenant properties. Discussion followed and documents were reviewed. The Articles of Incorporation grant comprehensive authority to the Board to manage the business of the Association. Previous Boards have strived to apply all guidelines equally to all property owners. SWRA is the "successor or assigns" of the 1971, 1974 and 1987 covenants. The Board has the authority to interpret governing documents.

A motion that the Board's interpretation concerning 1971 and 1974 covenant properties, is that SWRA is the successor and assign on these and we will continue to work toward treating all owners equally. Therefore, all properties must comply with the ARC guidelines, permits, fees and applications. The motion was seconded and carried with 5 voting to approve and Kay Dickey voting no. The motion carried.

Lee Eastman is retiring from the ARC. Several names were suggested for a new ARC member. Board members will come up with some suggestions for further discussion. After that the Board will appoint a replacement for Lee.

Rules & Regulations - Gene revised and emailed a revised draft set to the Board for review and input. Board discussed as Gene worked through the proposed changes and the areas that need further defining.

By-Law Amendments –Griff has recorded the updated Bylaws at the Tallapoosa County courthouse.

Jackson Thornton (JTT) IT Service Provider – The past two weeks have been dedicated to fine tuning the new computer system and phone system getting ready for the migration of both systems. Last week consisted of getting the computer systems and emails migrated. This week has been focused on the implementation of the new Microsoft TEAMS phone system. We have had one continuous issue with the computers and the QuickBooks software. The techs at JTT have been working very closely with the techs at QuickBooks to get the issues resolved.

Phone system with auto-attendant has been set up and is working well for both daytime and afterhours calls. A few suggestions for changes to the afterhours options were made. Griff is still working out some issues.

They still need to label the closet wiring and change out gate computer as we still need a connection for it.

Gene brought up the need for a Business license for Adobe for Board members and staff to share. It was discussed and agreed that it could be useful for Board members and staff.

Lien Accounts - Janie has completed going through 44 of 66 subdivisions to file liens. The sending of 30-day notice letters that a lien will be applied has seen good results with some paying past-due fees before the lien is filed. She is doing a great job.

Facilities Committee – Penny met with Architectural Designer Micki Joell who assisted SWRA in the previous renovation of the SWRA Centre. Copies of plans and renovation invoices were reviewed. A walk through of the existing spaces. A review of map of property that Debra & Mike Knight pulled indicates that we have plenty of land/space for an addition to the building.

Micki will take some preliminary measurements and a short list of questions for input on needs was sent to the Board members as we already had a list submitted by Griff and Mike D. of ideas/wants/needs to be considered as plans are developed for an addition to the SWRA Centre.

Priorities and plans were discussed. Consensus was that we are aiming to build to meet the needs for the next 20-25 years. Add office and storage spaces, as well as enlarge the community room space and allow for more of a community center aspect for rentals and events. One area that could accommodate small groups with audio/video capabilities. Also to update the existing spaces and kitchen as we can while continuing to keep the existing space open for business.

NEW AGENDA

Hideaway at Stillwaters Proposed Management Agreement – SWRA had submitted a proposal with three options to manage the 34 homes. They have a new 5-member board and 5-member ARC that they formed, finance committee and a landscape committee. Owners took over from developer. Sounds like at this time they are leaning towards the option where SWRA would handle bookkeeping and covenants enforcement, not maintenance. Bill Reeves is the acting president.

Assured Insurance – Griff spoke with Michael Gallops of Assured Partners who sent back many questions. He did not have quick answers but did provide some information. Berkley Management Protection - Cyber for Homeowners Associations proposal was reviewed. It stated that if your organizations accept electronic payments this is recommended. The Board briefly reviewed the limits. We are not sure that we want this or need it, but it could be an extra layer of protection. Packet was distributed today, and this will be tabled until our next meeting to give Board members time to review all the information. PayHoa provides cyber protection for the information and accounts under their policy coverage.

Griff will contact Attorney Michael Odom to advise on where our vulnerability is, do other associations he deals with carry this type of coverage?

Employee Death - We are saddened by the death of our 3rd shift gate employee, Mr. Tommy Thornburg who passed away due to health issues. Mr. Thornburg was also part of the Colonial Life, life insurance plan that the association pays for all full-time employees. Griff contacted the Colonial Life representative on Thursday to advise him of Mr. Thornburg passing and he gave me the steps that needed to take place. Griff met with Mrs. Marsha Thornburg and children to assist them in obtaining the benefits.

Memorial Day Report – Extra Sheriff patrols have been scheduled for the holiday. Double staff on the Saturday night for Shake the Lake with a special event pass.

Forms Developed – A Compatible form modeled after one from Sheriff's office to use for anyone trespassing at the pools has been completed. Also, a golf cart violation notices doorhanger style.

July 4th Golf Cart Parade – Debra and Sally will talk to the Reeves about adding some gift cards to add to the event, maybe change the route to increase it, discuss not throwing items as the cleanup has been time consuming for SWRA staff. Safety concerns were discussed.

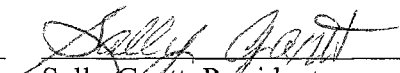
SWRA Outside Handrail to Downstairs SWRA Centre – The wooden railing has been installed and must dry before it can be stained. It was agreed that a round metal handrail will be attached to meet handicap standards, some low growing plants put in to soften the look, and spray painting some tree stump humps until repaving can be completed, as well as some larger plants at the top to steer people away from the steepest point.

Board Meeting Schedule – Our Board meetings are scheduled for June 4th and June 18th, 2024. Penny will be out of town June 19th but will prepare an outline for minutes from the reports.

A motion to adjourn Regular Session and move into Executive Session was unanimously approved at 12:39a.m.

Respectfully submitted,


Penny Alexander, Secretary


Sally Gantt, President

Date Approved: 6/4/2024

Minutes
SWRA Board of Directors Meeting
May 7, 2024

Call to Order – President Sally Gantt called the meeting to order at 8:52a.m. at the SWRA Centre following an Executive Session meeting. Board members Penny Alexander, Gene Akers, 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 16, 2024, Regular meeting.

Guest: John Windham – Cardinal Heights owner attended the meeting to observe.

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

ACAM Report: Report on work done for sub-associations and condo associations listed for Board review. Discussion/action items added under Open or New Agenda.

TREASURER'S REPORT – none this meeting

OPEN AGENDA

ARC Report – Currently there are 110 total active permits. The ARC approved the new Approval Notice that will be sent to owner for whom the ARC has approved their permit application. Also approved the new front page of the Building Permit Applications. They continue work on SOP and the fee structure items.

Motorized Utility Vehicles Policy Revision – Gene presented an updated policy which needs changing to keep up with technology. Some newer golf carts now have cameras instead of rear-view mirrors, so we need to add in a couple of places.

A motion to update and approve the policy to add cameras as acceptable to replace the rear-view mirror on golf carts was made, seconded and unanimously approved.

Fine Policy Finalize – Gene presented the document defining the Policy on Covenant Violation Fines and Procedures which was discussed by the Board with a few changes.

A motion to approve the policy as amended was made, seconded and approved with 6 yes votes. Kay Dickey abstained. A final set will be sent to the Board and posted on the website and published in the newsletters to notify owners.

Fine Schedule – Gene stated that this will not be addressed until the Board finishes with the Rules & Regulations.

Rules & Regulations - Gene had edited and emailed a revised draft set to the Board for review and input. The Board reviewed the 5-page document in detail with much discussion. There is more work to be done as we refine this document.

By-Law Amendments – The final editing has been completed and the revised set has been signed. Griff will take these to be recorded at the Tallapoosa courthouse.

Jackson Thornton (JTT) IT Service Provider – JTT Tech, Dan, has been at the office to install a new computer in Griff's office. Dan has the new system working, has ironed out software issues and it is working well, speed is much improved. Griff is running Microsoft 365 as well as Microsoft Teams.

JTT Tech, Adam, handles the new TEAMS phone system. Griff reviewed all the questions with Adam that he had sent SWRA to complete the final setup of the phone system. JTT is on site today to start installing the office staff's new computers. JTT is scheduled to be onsite this coming week to start installing the new phone system. The auto attendant system is going to be a time saver for staff and help them better manage after hour calls. SWRA will be able to do Teams video calls once this is completed. Griff is excited, this is going to be an exceptionally nice program.

Emails have all been transferred for all staff to be on Outlook rather than Intermedia. All staff will be Microsoft 365.

Golf Cart / ATV Registration – Substantial number of people have registered. Griff is in the process of developing a two-part reminder to check non registered carts and a way to notify people.

PayHOA Update - Shana has completed Stoneview Summit PayHOA and information is being sent to the owners. Villas on the Harbor & Harbor Pointe are live online. The Pointe and The Cottages will be next. Inputting the information to get the financials set up has been very labor intensive for both Shana and Mike Dean.

Accounting - Janie and Griff met with Chad Singletary and Kay Taylor of Carr, Riggs & Ingram on Thursday May 2nd. They covered the balance sheet in depth and the clean-up work of 2022 and 2023 entries that need to be completed was reviewed. They have thumb drive with the complete 12-month General ledger to review. They will meet again in a few weeks.

Lien Accounts - Janie has completed going through 44 of 66 subdivisions to file liens. The sending of 30-day notice letters that a lien will be applied has seen great results.

Collection Accounts - Janie continues working on a list of past due accounts to turn over to legal collections.

Facilities Committee – Griff and Mike D. submitted a list of ideas/wants/needs to be considered as plans are developed for an addition to the SWRA Centre. There are 4 board

members on the committee who will develop the scope of the project and then consult with other committee members gathering input from specialists. This will be a 2025 project.

NEW AGENDA

Assured Insurance – Berkley Management Protection - Cyber for Homeowners Associations was reviewed. It stated that if your organizations accept electronic payments this is recommended. The Board briefly reviewed the limits. We are not sure that we want this or need it, but it could be an extra layer of protection. Packet was distributed today, and this will be tabled until our next meeting to give Board members time to review all the information. PayHoa provides cyber protection the information and accounts under their policy coverage. Griff will contact Attorney Michael Odom to advise on where our vulnerability is, do other associations he deals with carry this type of coverage?

Landscape Update & Recommendations - Debra reported that we are doing well in keeping up. Burton's sprayed weeds at the front gate this week. Pineview Pool is cleaned three times a week by Backyard Experience.

She recommended that we replace umbrellas at Pineview Pool with a commercial brand with stands. A motion to move \$2,000 from Reserves to the Pineview Pool line item for maintenance was made, seconded and approved.

Hideaway at Stillwaters Proposed Management Agreement – SWRA received a request for three proposals from the home owners in The Hideaway who will be taking over their subdivision from the developer. Griff sent them a proposal for bookkeeping, covenant enforcement and a third with maintenance added. There are 34 homes, this does not include the garages which have a separate organization.

Alabama Power – Flock Camera System - Jonathan Boseman, rep of the Safety Department for Alabama Power contacted SWRA concerning the flock cameras 2 (in and out) at back gate and one at front gate. Two of the Flock cameras are up for renewal this month. These cameras give us details about the vehicles coming and going through our gates (tag #, type vehicle, color of vehicle). The other cameras will renew in December 2024. It is a one-year contract with auto renewal, so it is a 2-year contract. In 4 years, there have been 3 price increases. Once we sign contract it locks in price. Do we want to continue to lease or into purchasing something similar. \$813/month to lease the three. **A motion to continue lease all three from Alabama Power was made, seconded and approved.**

Eagle Ridge Update - Work continues on houses on Lots 2, 52, 53, and 58. The developer has a second home builder that will start soon so the ARC should receive the next 4 sets of plans for approval soon.

John Lewis and his team were here this week to inspect the houses and to meet with the marketing team to begin deciding on pricing for each of the houses. They installed the advertising signs at the entrance of the development, on 280, and on 49.

Golf Cart Parade - Patti Reaves has agreed to assist organizing the July 4th golf cart parade again. The parade will be Thursday, July 4, 2024, at 10:00am. Notification will be sent out to owners starting in June.

Tallapoosa County Sheriff's Department - Staff met with Sergeant Jason Cowart who handles our sheriff's details for the holidays. Our schedule has been set and already have deputies signed up for Memorial Holiday. Same days and times as last year and same expense as last year \$50.00/hr. & meal card.

Regarding SWRA authority when it comes to enforcing the golf cart policy, the deputy confirmed that SWRA has full authority to pull people over if needed.

Also discussed the condos, Coppers events, and The Landing at Harbor Pointe opening, and potential issues associated with each.

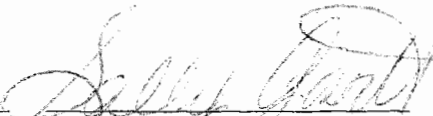
Gate 49 Entrance Passes – The Landing at Harbor Pointe and extra Memorial Day Event traffic will require some pre-planning on traffic control entering at the Hwy 49 entrance due to passes and registrations. Griff and Mike D. will work on this.

Board Meeting Schedule – Our Board meetings are scheduled for May 21st, June 4th and June 18th, 2024.

A motion to adjourn Regular Session and move into Executive Session was unanimously approved at 11:14a.m.

Respectfully submitted,


Penny Alexander, Secretary


Sally Gantt, President

Date Approved: May 21, 2024

Minutes
SWRA Board of Directors Meeting
April 16, 2024

Call to Order – President Sally Gantt called the meeting to order at 9:00a.m. at the SWRA Centre following an Executive Session meeting. Board members Penny Alexander, Gene Akers, Kay Dickey, Debra Knight and Tom Nicholson were present. Lee Eastman 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 April 2, 2024, Regular meeting.

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

ACAM Report: Report on work done for sub-associations and condo associations listed for Board review. Discussion/action items added under Open or New Agenda.

- **Pineview Pool** – Opened April 1st. Landscape lighting has been repaired and other landscape issues handled.
- **Maintenance/ Landscaping** – Staff replaced several rotten street sign posts and street sign holders. Sprinkler system installed at the intersection of Dogwood Trail and Moonbrook. Grass cutting has started. Southern Straw installed the pavers at the Harbor, Stoneview Summit, The Pointe, Sunset Cove I, and The Cottages. Some additional areas at the entrance side of 34 Gate will be out of fabrication and hopefully, installed next week along with one

TREASURER’S REPORT

Revenue:

- We are currently showing a Total Income being \$181,970.79 more than projected.
- Our SWRA Dues were over by \$25,000.
- Miscellaneous Income shows an increase of approximately \$65,000, mainly from lot sales.
- Permits show a \$40,000 income, Impact Fees shows a \$37,000 income, and Transfer Fees shows a \$21,300 income.
- Our annual Gate Fee is under by approximately \$7,000.

Expenditures:

- Our Administration costs are over by \$51,000 this quarter but some expenses were paid this quarter that were budgeted for 2nd quarter, so we should expect that to even out next quarter. We have had additional overtime costs at the gate due to some staffing illnesses.
- Landscape and Grounds is under projected cost after the first quarter.
- All of the Common Area cost are within acceptable margin.
- Total Expenses for first quarter are \$300,500 more than projected which is mainly contributed to \$235,000 for Roads expensed in the first quarter but budgeted for the 2nd quarter.

- Even with that said, Net Income is approximately \$117,000 more than projected for the 1st quarter.

OPEN AGENDA

ARC Report – Lee reported statistics via written report on permits, 111 total active currently. They are working on Standard Operating Procedures. Also working on a new front page for the permit application that will provide more detail about timely submissions and the applicants responsibility to get necessary permits from Alabama Power and Tallapoosa County Building Department.

Website Update – The By-Law vote information about the approval of changes was added and some information removed however, the redlined version was left on the site until the new set is completed. Lee is doing a great job keeping us current.

Jackson Thornton (JTT) IT Service Provider – Griff reported that there have been a few issues/glitches with the server as they are installing new equipment. For the Intermedia (email) we still have to go to their website for email rather than accessing through Outlook. This should be resolved soon. New computers should be installed in the next couple of weeks. The last big hurdle is the two additional firewalls that have caused problems that they are working on. \$2300 expense to follow their suggestions on a fix for the problems. Griff is working on the greetings for the auto attendant. The phone system is still on the old system.

A motion to approve the recommended additional \$2,300 to correct the firewall issues with funds coming from the operational funds was made, seconded and approved.

Golf Cart / ATV Registration – We continue to register as part-time owners are coming to back to StillWaters, so traffic is picking up. There was a question about mirrors being required as some of the new golf carts have cameras which improves visibility. Gene will update the policy as we need to stay current with technology. Griff will contact any owners who have had issues with this.

PayHOA Update - Shana has Villas on the Harbor & Harbor Pointe live online with PayHoa and is working on Stoneview Summit and then The Pointe. The Cottages voted to switch to PayHoa. Inputting the information to get the financials set up has been labor intensive. Sub-association members are very happy with this program, it is working well for them.

RFP Monthly Accounting Services - Griff has spoken to Chad with Carr, Riggs & Ingram (CRI) about moving forward with them to get the accounting changed over to them as our provider. The contract needs to be signed; it was agreed that Sally will sign as President. There has been no timeline set as of yet to know how long it will take to complete the transition.

Lien Accounts - Janie continues working on updating and filing liens on past due accounts. Administrative fee can be added to the lien fee per property. We have to record a new lien each year in order to add any additional outstanding fees. She is working through them methodically and will file as quickly as possible as spring sales usually show an increase.

Collection Accounts - Janie continues working on a list of past due accounts to turn over to Legal Collections. Griff has not yet contacted Holloway Credit Solutions to set up our account as a fee added one but will soon.

NEW AGENDA

By-Law Amendments – Proxies had been turned in prior to the Special April 6th meeting and ballots cast in-person at the meeting. The required 10% of members voting by proxy or in-person to meet a quorum was met. The total number of 1987 properties are currently 1695.

There were 346 total votes cast. 261 Members plus 68 SWRA owned lots voted to approve the amendments as presented for a total of 329 in favor with 17 Members voting against the changes. The proposed Amendments to the By-Laws as presented passed overwhelmingly.

Gene will go through and accept all the changes to the redlined version to update them and add language at end that they are hereby certified with the date. After it is signed by the Secretary, it will be recorded at the Tallapoosa County probate office and published on the SWRA website in order to be readily available for all Members.

Fine Policy – Gene had sent a copy out a few weeks ago but he will resend it to Board members for review and input so we will discuss at our next meeting. Any additions should be sent to Gene prior to the meeting.

Fine Schedule – Gene continues working on details to his draft for this and will present to the Board at our next meeting.

Rules & Regulations - Gene had emailed his draft that he pulled from policies and covenants for Board review. There was some discussion on a few items. Lee is working on some of the ARC rules that should be included for informational purposes for Members.

The Board will send comments/additions to Gene and hope to complete the discussions at our next meeting. The aim is to have a document that clearly communicates in a simple language for Members.

It was suggested that they rules be listed in alphabetical order and agreed that the governing document or source should be cited with each rule when available.

Estate Sales, Garage Sales, Auctions, Businesses in Homes and other items need to be better outlined.

Landscape Update and Recommendations – Sally stated that we have a strong crew with no major landscaping projects in the planning at this time. Debra's experience in property management is invaluable to our community and she and Mike are working towards more detailing in our annual landscaping calendar so that needed projects can be better managed.

Committee members had submitted areas that needed attention to Debra who had consolidated the lists and provided Mike D with the written list a couple on April 5th. Most of the items on the list have been addressed with clean up, trimmings and additional shrubs planted.

It was suggested that the Landscape Committee could be more focused on special projects rather than dividing up areas of StillWaters to review. The next committee meeting will be in August so that we can plan for any fall planting.

Debra will work directly with Mike D on oversight and list of items to be addressed with an annual plan. Discussion followed on putting out pine straw more than once a year and continuing to train our staff.

Facilities Committee and Plan – The Board agrees that we are out of space in the SWRA Centre and need to expand. There is a need for storage, additional office space and increasing the meeting space on the lower level to better serve our growing community.

A conference space for Board, ARC, sub-association Boards and business meeting space was discussed. Sally requested that Griff and Mike D submit a wish list for improvements and additions. We will meet with the Committee to develop a master plan for current needs and future growth. We will gather at least three bids from commercial contractors once we have defined plans for the project.

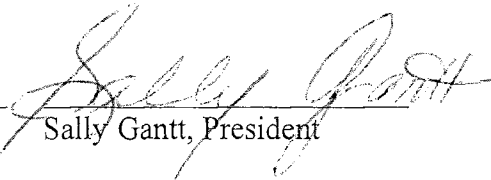
The funds should be available due to Reserves and the large income from the sale of SWRA owned lots or it could be financed if the Board determines that is a better option for the Association.

Board Meeting Schedule – Our Board meetings are scheduled for May 7th and May 21st which are the regular 1st and 3rd of the month.

A motion to adjourn Regular Session and move into Executive Session was unanimously approved at 10:38a.m.

Respectfully submitted,


Penny Alexander, Secretary


Sally Gantt, President

Date Approved: May 7, 2024

Minutes
SWRA Board of Directors Meeting
April 2, 2024

Call to Order – President Sally Gantt called the meeting to order at 9:05a.m. at the SWRA Centre following an Executive Session meeting. Board members Penny Alexander, Gene Akers, 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 19, 2024, Regular meeting.

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

ACAM Report: Report on work done for sub-associations and condo associations listed for Board review. Discussion/action items added under Open or New Agenda.

TREASURER'S REPORT

No report this meeting.

OPEN AGENDA

ARC Report – Lee reported statistics via written report on permits, 103 total active currently.

Website Update – Lee reported via written report that the Webpage usage continues to be good.

Jackson Thornton (JTT) IT Service Provider – Griff has had numerous conversations with JTT techs. They ran into a snag, all thought that there was only one firewall, but they have found that there are three firewalls. The cabling from downstairs to upstairs has been pulled. All computers will be down in the office for a brief period.

Conversations with JTT Microsoft TEAMS phone tech Adam regarding the new phone system continue. Griff has submitted some information to him, but he has now requested much more info, especially for the auto-attendant features.

Golf Cart / ATV Registration – We had 11 to register on March 30th. Griff is concerned about the low number that have registered, will give until May 1st until start writing violations or notifications that they need to register. It is a privilege to be allowed to drive a golf cart in StillWaters as the roads are private. Notification will be sent out via eflash and newsletter to inform owners and make them aware that the policy is for everyone's protection.

Campaign for Obtaining Proxies – There are 1695 1987 covenant properties, so we are very close to meeting the required 10% quorum with the proxies submitted by Member in good standing thus far. Ballots will be distributed at the meeting and those Members voting will be verified as to good standing at the meeting.

The purpose of this meeting is to vote, Sally will explain the process that the Board has used during this campaign.

PayHOA Update - Shana has Villas on the Harbor & Harbor Pointe live online with PayHoa and is working on Stoneview Summit and then The Pointe. The Cottages voted to switch to PayHoa also.

RFP Monthly Accounting Services - Gene and Griff have worked on these. Services would include going back to January 1, 2024, to reconcile. Griff reported on responses. There was a lot of PR information included in the printed presentations.

Letha Hinote of Crescent Accounting had responded that she was not interested. She emailed that they would like to get the outstanding items we have wrapped up as soon as possible and that they are still waiting on information from SWRA. Once they can complete those, they can assist with the transition to our new CPA. Stated that they have enjoyed working with SWRA over the years and wish us success! Crescent has been \$925 a month doing quarterlies and year-end taxes.

Warren Averitt located in Montgomery responded with \$1800 monthly plus additional fees for year-end taxes and other services.

Carr, Riggs & Ingram (CRI) estimated no more than \$1000 per month and \$1750 for year-end taxes, they are not sure of the time requirements to complete the tasks that are currently outlined as monthly. May reduce back to quarterly in a future year once Griff is comfortable and confident with the financials. Griff has used Carr Riggs and Ingram for many years, and he feels that they are more than capable than doing the work. He stated that they actually came to the SWRA office to discuss. They are based out of Ft. Walton and have an office in Montgomery, Auburn and other cities. They handle the work for several homeowners' associations. Griff recommended that we accept their proposal.

After discussion, **a motion to accept Griff's recommendation to move forward with the accounting proposal from Carr, Riggs & Ingram as presented to begin immediately was made, seconded and approved.**

NEW AGENDA

The Hideaway Sub-Association Hideaway Management Proposal Request - SWRA received a request from The Hideaway Sub-Association on Friday, March 29th to submit two proposals to their board for consideration, (1. bookkeeping services, (2. Covenant Enforcement and Bookkeeping together. Not maintenance. Association ownership has not yet been transferred. Griff will work on a proposal.

Landscape Update – Landscape Committee met and approved some updates to landscaping for Pine View Pool to spruce it up. Penny had purchased a Pittosporum shrub to replace a damaged one by the Hwy 49 fountain. The group once again discussed the one tree in the first island by the gatehouse that has been distressed. It was agreed that we will try to heavily nourish it to see if we can boost the growth. If not, it can be replaced next winter.

Removed a downed tree blocking the road on Maple Leaf Lane following the high winds. Effected property owners were grateful for the staff's quick actions.

Identified some areas and committee members came back with recommendations and ideas. Focused on the front gate and most of the items have been addressed. Have done a good bit of work at Gate 34 area.

Triangle Island at Moonbrook and Dogwood needs some attention. Zero scaping, use native plants that do not require long-term watering.

New Lien Letter – SWRA received approval from Michael Odom for the new lien letter that Griff had drafted. Janie is going through the accounts now listing those to file a lien on and record at the courthouse. The Board discussed and agreed that a lien filing fee should be added to each outstanding account that has to be recorded. There is staff time involved in these past due accounts.

Collection Accounts - Janie is working on a list of past due accounts to legal Collections. Administrative fee can be added to the lien fee per property. We have to record a new lien each year in order to add any additional outstanding fees. Griff will contact Holloway Credit Solutions to set up our account as a fee added one.

Paving and Drainage Update - Contractor has added crusher run to side of the road along a section of Beach Island Trace to prevent edge of pavement from breaking off. Chinquapin Pass drainage issue has been corrected. Mike asked the owner of the lot on Hickory Way where they are preparing the pad for a new home to add additional runoff controls to the site. They have complied.

Pineview Pool – Mike reported that the pool and pool furniture has been cleaned and placed around the pool in preparation for opening. Staff had cleaned the restrooms thoroughly after removing the pool furniture that had been stored in the restrooms. He increased the pool cleaning/service by Backyard Experience to 3 time per week starting in April. Only cleaned 2 times in the off-season.

Rules & Regulations - Gene had emailed his draft that he pulled from policies and covenants for Board review. He found a one-page Rules & Regulations from long ago. He went through the covenants; he plans to note their origination in R&Rs. Gene is listing topics such as, business out-of-residence, auctions, etc. that need to be addressed.

Lee pointed out that he was not sure about restating everything in the R&R rather than going to the Covenants. He suggested that they should not be meant to be all inclusive, put a footnote about Exhibit B of the ARC.

The hope is to also create a document that is easy to read and understand for all property owners. This will be available for all new property owners as well as current Members to point to the Rules & Regulations to make it easier for all to know and stay within compliance to maintain the integrity of the community.

Gene requested that the Board go through his draft and the governing documents to make a list and send him comments/additions/questions for Board to start working through at our next meeting.

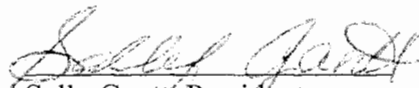
Estate Sales and Garage Sales – A notice of a three-day Estate Sale posted on Facebook was brought up for discussion. SWRA Board policy doesn't allow garage sales. Board discussed allowing Estate Sales and the need to clearly define the policy. The ARC controls the signage allowed. Submit a request or permit ahead of time to the SWRA office. Event must be held indoors only, no set-up in the driveways. Depending on location of the home there could be parking/traffic issues.

Board Meeting Schedule – Our Board meetings are scheduled for April 16th, 2024. May 7th and May 21st are the regular 1st and 3rd for May.

A motion to adjourn Regular Session and move into Executive Session was unanimously approved at 10:24 a.m.

Respectfully submitted,


Penny Alexander, Secretary


Sally Gantt, President

Date Approved: April 16, 2024

Minutes
SWRA Board of Directors Meeting
March 5, 2024

Call to Order – President Sally Gantt called the meeting to order at 10:30a.m. at the SWRA Centre following an Executive Session meeting. Board members Penny Alexander, Gene Akers, 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 February 27, 2024, Regular meeting.

Guest: Members Mitzy Hidding and Peter Stoecklin attended the meeting to observe.

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

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

Road Paving Report – Ingram has completed 73 of 96 items. Weather dependent it will be about another week.

SWRA Directional Sign Demolished – We did receive check from State Farm for damages, it will be rebuilt by Don Allen in the same location. He will schedule the work to coordinate with his work at The Landing at Harbor Pointe.

TREASURER'S REPORT

No financial report today but Griff shared that \$51,000 has been collected for the Community Services Patrol. We budgeted \$62,000. We budgeted based on one employee, but we have two covering this position due to additional hours.

Eagle Ridge has platted 63 parcels and SWRA has billed them for annual fees.

OPEN AGENDA

Correction to 2/13/24 minutes - Gene requested that the minutes be changed. Recorded that Gene Akers voted “against” but should have been recorded as voting “abstain” on the casting of SWRA Election ballots.

ARC Report – Lee reported statistics on permits and total # of properties per covenants. As of last ARC meeting, there are 13 new home, 1 infrastructure, 5 landscape, 26 new works, 3 tree removal, 41 remodel/renovation and 1 other permits for a total of 90 active permits. Thus far in 2024 had 37 issued permits, 9 completed. Billed so far in 2024 \$43,350 for permits, impact fees and deposits.

Website Update – Lee reported on the activity on the SWRA website. There has been a lot of activity 83.49 % engagement rate, top areas this week was the Newsflash and then the governing documents area due to the discussions on the amendments to the By-laws.

IT Report - Lee has been working on cleaning up the email boxes and has recovered 4 years of newsletters for our archives on the website. He has cleaned out any pertinent content and closed five email accounts that will save \$50/month. These were no longer needed as we are moving to accounts by work area rather than name. The closet work for computer hardware and wiring is almost complete.

Jackson Thornton (JTT) IT Service Provider – Griff reported that the wiring has been pulled from the closet downstairs to the upstairs units. A few additions left to be completed. SWRA paid the deposit on all the equipment ordered which has started to be delivered. New phone system has arrived but has not been installed.

Discussed schedule, JTT wants to wait on the new computer setup until the server arrives which may be 2-3 weeks. No official timeline at this time.

Gene suggested that we have Point Broadband come in and go ahead and install wiring for future service while we are doing this.

Eagle Ridge Update – Jennifer Jarvis is working on the house plans. They are hoping to break ground next month on four of the homes. They ordered the sign for the neighborhood, once it arrives, they will install and complete landscape at the front entrance.

We have invoiced for the annual fees on the 63 lots, they are working on their governing documents and will send to SWRA for review before filing them. Griff asked them to be sure to include details as to clearly spell out who is responsible for what. Each of the new neighborhoods are responsible for maintaining the roads within their subdivision.

Golf Cart / ATV Registration – The next Saturday registration dates are March 9th from 8:00AM to 12:00PM. and March 30th from 8:00 AM to 12:00 PM. Approximately 120 registered so far.

Newsletter Schedule for April – Penny requested that all turn in articles as soon as you have them as this helps Shana manage the layout. The end of the month is always busy due to the sub-association accounting.

SWRA By-Laws Amendment – Completed the 4 open sessions with Members, final proposed redline copy is on website and printed for distribution for pickup at the office. A great deal of work has gone into this project. We need to talk to neighbors to encourage them to vote. It was suggested that ARC members distribute proxies as they are reviewing properties.

Bylaws Amendments Meeting – Scheduled for Saturday, April 6th, 10:00 a.m., Special Meeting at the SWRA Office.

NEW AGENDA

Rules & Regulations: Gene has looked into and these need to be developed. Based on covenants and ARC regulations. Basis covenants and include policies. Start with covenants. Policies may need to be handled separately. ARC requirements are Exhibit B of the 1987 Covenants. Thanks to Kay and Gene for working on this.

Covenants Fines & Procedures – Gene had issued a draft for the Board to review and consider so that if the By-Laws amendments are approved, we will have a head start on the process.

Unpaid Bills & Collections– Board agreed to defer to next meeting on how to move forward.

By-Laws /Who can vote? – The Board sent a list of questions to Attorney Odom following the By-Law meetings. Years ago, after a report from the Long-Range Planning Committee, the interpretation was to allow all property owners to vote as all had property that was subjected to covenants in Still Waters. In his responses Attorney Odom stated that Subject Property was property subjected to the 1987 Covenants only. The By-Laws apply to the 1987 covenants. After discussion, it was agreed that even though we had stated in one of the By-Law meetings that everyone voted that we could not continue due to the clear information from our attorney.

A motion to accept Attorney Michael Odom's recommendation/interpretation that only property owners with property subject to the 1987 Covenants are allowed to vote as per the SWRA By-Laws was made, seconded and approved.

Annual Meeting – Approximately about 55 people attended which is disappointing after all the preparation. The opportunity was offered and there are no hot button subjects to address at this meeting which may have contributed to the low turnout.

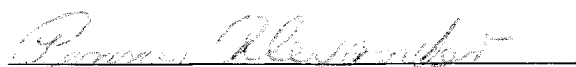
Social Committee – Kay stated that next social will be in May.

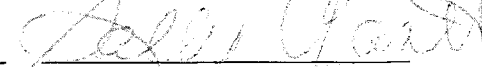
Financial Audit – Griff had gathered a second estimate from JTT for an audit and they responded that it would cost \$25,000 - \$30,000. Crescent is not interested in handling audits any longer. Griff obtained an estimate from McDaniel & Associates of \$12,000 - \$15,000. He will pursue another source for an estimate for comparison. It was suggested that Griff check with Community Association Institute to see if they have any recommendations.

Board Meeting Schedule – Our Board meetings are scheduled for March 19th, April 2nd and April 16th, 2024.

A motion to adjourn Regular Session and move into Executive Session was unanimously approved at 11:26 a.m.

Respectfully submitted,


Penny Alexander, Secretary


Sally Gantt, President

Date Approved: March 19, 2024

Minutes
SWRA Board of Directors Meeting
February 13, 2024

Call to Order – President Sally Gantt called the meeting to order at 9:00a.m. at the SWRA Centre following a presentation. Board members Penny Alexander, Kay Dickey and Tom Nicholson were present. Lee Eastman and Debra Knight attended via phone. Gene Akers would join the meeting later. 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 January 23, 2024, Regular meeting.

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

Griff has entered the remainder of the 2024 approved budget into QuickBooks and now in the process of confirming entries in QuickBooks.

OPEN AGENDA

ARC Report – Mike D. reported that they continue to receive a steady stream of permit applications. Eagle Ridge plat has been approved for 63 new houses by Tallapoosa County. Mike reported that the ARC reviewed, approved and signed the plat. Discussion followed as the Board has typically signed the official plat for the courthouse, it should be officers of the Board as per the governing documents. Board members are elected representatives of the Association. The Board requested a copy of the plat and Mike D. will check with the county engineer.

Website Update – Discussion followed about adding a “News” tab at the top of the home page that could be a dropdown to include newsletters, emails, and other items. Lee will look into a solution.

Jackson Thornton (JTT) IT Service Provider – Griff has received all Proposals for the JTT IT upgrade except for the cabling quote, JTT's 3rd party vendor and Britton Stokley, JTT Tech will be onsite on Tuesday, February 13 to inspect and submit a proposal. Once this is received Gene, Lee and Griff will review the final actual cost for equipment and services to make sure nothing is left off and changes have been corrected.

The greeting on the VOIP phone system has continued to be a problem. Griff stated that they are working with JTT to straighten out all the recorded greetings, particularly in multiple sub

mailboxes. Several technicians have looked at the equipment and contacted Jive to determine how to correct.

The Board discussed the contract and the timelines that sometimes seem to be slow in moving ahead. Griff continues to monitor the proposals within each category to be sure that the overall project stays within budget amounts. Griff feels that we are at a point where we should see a good bit of movement by the next board meeting. Lee asked if JTT has yet reviewed each of the office computers, need to rename them to reflect a position, not a person and investigate and remove unnecessary software. In addition, old passwords need to be removed off and new passwords entered. Are the individual computer desktops are being backed up? We are replacing the server and the server software.

The Board agreed that we need to push forward on the phone system and the computer checks and changes discussed above. Do not want to wait on new hardware to clear up these issues. Also, that this entire project is a long overdue one that will improve efficiency. The funds are available to complete the project. Griff requested that Lee interact directly with JTT representatives to prioritize and move forward.

Golf Cart / ATV Registration –We have registered 74 carts/ATVs thus far. This is a very low number of those that should be registered. Our next Saturday Registration will be March 9th, 8am to 12pm.

SWRA By-Laws Amendment – There were approximately 35 people at the Thursday, February 8, 6:30 p.m. at the SWRA Office and about 10 plus board member/Griff/Mike D. at the Saturday, February 10, 10:00 a.m. at the SWRA Office.

By-Laws Rules & Regulations Sample – There were some questions and discussion at one of the By-Laws meetings about what would be included in the Rules & Regulations section. Members stated that they needed more information in order to understand what the Board would be asking them to approve. Board members had discussed along with Griff and Mike D. on how to answer this in a more demonstrative manner after that meeting. It did not come up at the second By-Law meeting, however it was agreed that it might be helpful if we attempted to address this with an example. Mike D. had prepared a list of the most common violations, which are spelled out in the 1987 Covenants. Penny presented an example of a proposed process that could be shared with membership to demonstrate what we had in mind in order to have incremental steps in place to hopefully gain compliance from Members rather than having to move so quickly to a legal action.

Newsletter Articles - Input from Board members and Staff by March Newsletter Deadline Feb. 26th is the target date to have all articles to Shana Ellis. We want to publish early so it will be out before the annual meeting. There will be an April newsletter due to the By-Law update.

Sub-Association Accounting Software, PayHoa Proposal – PAYHOA Software Presentations. Griff attended the Stoneview Summit Board Meeting on Friday, February 9. Mike and Griff made presentations to sub association boards in regard to signing up with PayHoa. Golf Colony, Villas on the Harbor, Harbor Pointe and Stoneview Summit have approved moving to this software. They have not yet made a presentation to The Point. This leaves The Cottages at Sunset Pointe, Sunset Pointe Bldg. 300.

Bylaws Amendments Meeting Schedule:

- Thursday, February 22nd, 6:30 p.m. (Online meeting)
- Saturday, February 24th, 9:00 a.m. (Online meeting)
- Saturday, March 2nd, 10:00 a.m., SWRA Annual Meeting at the SWRA Office
- Saturday, April 6th, 10:00 a.m., Special Meeting at the SWRA Office

NEW AGENDA

COLW – The Board discussed and agreed that SWRA would continue to clean the restrooms at the church and blowing of the leaves.

Gatehouse 49 Damage - Rambo Marine boat transporter hit gate house at 49 Entrance while entering the wrong lane with a boat. Shane Construction has made the repairs and Lee Lewis of Harbor Pointe said they will reimburse SWRA for the cost of the repairs.

Gate 34 Contractor Codes – We have started changing the contractor gate code for 34 gates on a bi-weekly basis to try to stop some of the non-authorized entries through this gate.

Eagle Ridge - Jennifer Jarvis will be bringing revised house plans to review on February 20th. They have platted 63 lots in Phase I. SWRA will invoice them, prorated as per the date the plat was approved.

River Birch Cottages - Mike D. responded to an after-hours fire where the contractor left a large brush pile burning unattended. Fire departments responded but the fire was too large for them to put out, so the contractor returned and monitored the fire until it burned down.

Road Paving Report – Ingram is planning to mobilize soon to begin the paving projects for 2024. Mike D. will monitor progress and keep the Board informed.

SWRA Directional Sign Demolished – Mike D. responded to a late-night accident where a driver plowed over the sign at the StillWaters Dr./Moonbrook Drive intersections. Mike D. has gathered the auto claim info for the at-fault driver and is waiting on a quote to be rebuilt. Fortunately, the driver was not badly injured.

The Hideaway - The last new construction home has sold, and new owners have moved in. This completes the construction in this subdivision. The Developer is still finishing up a few items before turning it over to the Home Owner's. No board has been established yet.

The Landing Restaurant - The contractor broke ground on the new restaurant. The blocks for the foundation have been laid. Contractor is working on roughing in the plumbing, electrical, etc. in preparation to pour the slab for the building.

Gene Akers joined the meeting via phone at 10:45 a.m.

Crescent Advisory & Accounting Contract/Services – Gene spoke with Monica Hall concerning communication and some other confusion on accounting services. They set up a meeting to go over details and systems with Griff and Janie. It was suggested that Shana also attend. Gene reported that it was a very good meeting, they reviewed past history of service. Moving forward there are some things we need to accomplish. Develop the list of properties sold in 2022 and 2023 and expenses per lot so they can amend the 2022 income tax return. The end of year for 2022 is pending. They are filing an extension for 2023 taxes so the needed property income and expenses information can be gathered.

Crescent has suspended invoicing SWRA for any service until after tax season so we can decide the list of services that SWRA wants/needs in order to put together a contract. All services they are providing for us will continue without fees and they are not charging us fees for 2024 until all is resolved. They will amend taxes for 2022 and give us end of year financials then do 2023 taxes and end of year. They suggested that we research and decide how to handle uncollectable fees and properties, there are a couple of options. Currently not GAP compliant by choice.

They also briefly discussed annual review. Gene spoke with Mike Dollar, former SWRA Treasurer. He explained why he had felt that there was not a need for SWRA to hold a full audit. Also discussed GAP compliance. We have to put in accounting a market value of the SWRA owned lot properties. AR uncollected debt – how long do we keep those old fees on the books. Ways to deal with it. 2 items that keep us from being GAP compliant. Crescent will be sending us information on audits, audit review and compilation for discussion and research.

By-Laws Meeting Discussion Resumed – The Board resumed discussion of the By-Law amendments since the full board was now present. The list of items included:

1. Suggestion had been made that a definition for “Commercial property” be added. Sally contacted Michael Odum who responded that Article XVII of the Bylaws state that any part of the bylaws governed the Covenants cannot be amended except as provided in the Covenants. The definitions in the Bylaws mirror the definitions in the Covenants. It would not accomplish anything to add a definition of Commercial Parcel in the Bylaws if there is not a corresponding definition of Commercial Parcel in the Covenants.
2. Election Candidate Vote Totals – Discussion concerning announcing the number of votes received per candidate. The Board discussed the pros and cons based on previous years.
3. Some concern over removing the word “audit” and replacing it with “review”. As per Gene’s earlier report, the Board is already exploring options here. It was agreed that we would change the proposed change to include “audit or review”.
4. Suggested that SWRA should require Sub associations to pay for an annual accounting review by a CPA. SWRA provides bookkeeping and provides P&L and Balance Sheet. Griff will look into adding language to the contracts that would clearly allocate the burden back on the sub association to validate and check. PayHoa is a system that all members can see all transactions. Griff to investigate. How do we limit our liability for bookkeeping?
5. A few other typos were marked.

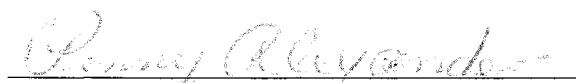
Penny will make the changes on the last revision and send to Griff to print and Lee to replace on the website on the News Flash section.

SWRA Board Election Ballot – As per past years, a motion was made and seconded to cast the SWRA owned lot ballots for the candidates recommended by the Nominating Committee, Lee Eastman and Sally Gantt. The motion carried with one against (Gene), two abstaining (Lee and Sally) and four in favor.

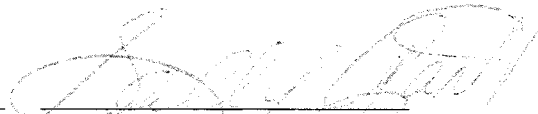
Board Meeting Schedule – The next Board meeting is scheduled for February 27, 2024. The annual meeting is March 2, 2024, at the SWRA Centre with a Board meeting following immediately. The March meetings will be the 5th and 19th, 2024.

A motion to adjourn Regular Session and move into Executive Session was unanimously approved at 1:12p p.m.

Respectfully submitted,



Penny Alexander, Secretary



Sally Gantt, President

Date Approved: Feb 27, 2024

Minutes
SWRA Board of Directors Meeting
January 23, 2024

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

Approval of Prior Minutes

The Board approved the minutes of the January 9, 2024, Regular meeting.

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

Moonbrook Park Bathroom Vandalism –The Sheriff has arrested two people and issued a warrant out for a 3rd person for the vandalism of the restrooms at Moonbrook Park and theft of property at other sites.

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

TREASURER'S REPORT

No report this meeting.

OPEN AGENDA

ARC Report – Mike D. reported that currently there are 79 active permits. Of those 79, there are 16 new homes that have broken ground. All is going well at this time.

Website Update – Lee stated that everything is going well. We are receiving a lot of hits on the site and people are using it to access the building forms and process. He added a newsflash to it.

Jackson Thornton (JTT) IT Service Provider – Griff reported that work is progressing. There is a new tech who has completed items on our list of work. Outlook on everyone's computers has been updated/corrected. Slow Wi-Fi speed has been an issue. They isolated a monitoring software that is slowing things down. A list of questions had been sent to our representative Nick. JTT has specked out a new server for SWRA and Lee has discussed some of our questions with them. We are waiting on the JTT sub contractor to send a bid on the pulling of new wires and rearranging to improve our network connections. Lee and Gene put together a timeline and estimate it to be about 6 months before everything is up and completely operative.

The Jive phone system continues to be a problem with limited support issues. All agreed that straightening out the phone system is a top priority.

Golf Cart / ATV Registration – All decals have arrived so registration will restart. Tentatively set for 1/27, 2/3, 3/9 from 8am – 12pm.

Newsletter Articles / Input from board and Staff by February Newsletter Deadline Jan. 25th is the target date to have all articles to Shana Ellis.

Sub-Association Accounting Software, PayHoa Proposal – Griff, Shana, M. Dean have been researching different software programs for management of condo association/sub associations. At our January 9th meeting the Board approved a motion to accept Griff's recommendation to move to the PayHoa software system for condo and sub association management upon approval of those groups.

Griff reported that he is getting a packet together to send out to all the condo/sub association boards. He is recommending that they move to this software as it is versatile with lots of issues managed in one system at a very reasonable price. Golf Colony has used it for a while.

SWRA By-Laws Amendment – Gene had emailed a few questions concerning proxies and how to handle different scenarios which the Board discussed. It was agreed that the proxy form did not require a witnessed signature. There will be no changes to the amendments at the April meeting due to all the previous distribution and proxy votes based on the amendments as recommended by the Board.

All Members (property owners) are allowed to vote. One vote per property owned and in good standing as of April 6th. Vote will be with a paper ballot. One/tenth of the total number of property owners is required to reach a quorum. Our goal will be to reach the required quorum before the meeting by getting Members to complete and turn in a proxy form even if they plan to attend the meeting. If they attend, we will hand their proxy back to them and they can complete an in-person ballot. All proxies will be checked to verify that Member is in good standing and qualified to vote.

This schedule been published in the newsletter. The highlighted redlined version is ready to post on the website. An eflash to all owners with a link to the website and we will send written notification to all owners in the election mailing. Penny will draft a proxy form.

Bylaws Amendments Meeting Schedule:

- Thursday, February 8th, 6:30 p.m. at the SWRA Office
- Saturday, February 10th, 10:00 a.m. at the SWRA Office
- Thursday, February 22nd, 6:30 p.m. (Online meeting)
- Saturday, February 24th, 9:00 a.m. (Online meeting)
- Saturday, March 2nd, 10:00 a.m., SWRA Annual Meeting at the SWRA Office
- March 22, 2024 - Deadline for submitting Proxy Voting Ballot
- Saturday, April 6th, 10:00 a.m., Special Meeting at the SWRA Office

NEW AGENDA

Road Paving Report – The Board reviewed the recommended list of paving/patching and drainage work that Consultant Hagan Waggoner and Mike Dean prioritized. Total for all needs listed was \$323,000. Budget for 2024 is \$260,000. Therefore, they reviewed the list and rearranged the priorities to bring the total proposed work to \$241,610. Board discussed mobilization fees, agreed that we would like to get this done as concisely as possible but do need to work with paving company to cut fees where we can.

River Birch Cottages – Matt McIntyre. Phase III, 9 lots. He will extend the road and was required to meet the Tallapoosa County minimum specifications for lot size. There is still enough land for another phase. **A motion to approve that the President and Secretary of the SWRA board sign the River Birch Plat III of 9 lots as presented was made, seconded and approved.**

Election Committee – The Board appointed the following property owners to serve as volunteers on the committee. Five members appointed are John Prophitt, Cathy Delionback, Chuck Lehman, Claire Kuhn and Steve Oldham. They will meet to count Tuesday, February 27th at 2 p.m. at SWRA Centre.

Crescent Advisory & Accounting Contract/Services – Gene spoke with Monica Hall concerning communication and some other confusion on accounting services. They set up a meeting for Thurs. meeting to go over details and systems with Griff and Janie. It was suggested that Shana also attend.

Eagle Ridge – Mike D. met with Jennifer Jarvis the Eagle Ridge project manager and Haley Joyner their lead designer. After further consideration of the layout of the development now that the lots are complete, they are going to change all of their house plans. They will basically have 4 different plans with 3 elevations and a color pallet that will be submitted for approval before the first ARC meeting in February. They want to break ground in March.

Following the 3” of rainfall early in mid-January, there were three areas of their containment fence that was breached. The responded immediately and had them repaired within 24 hours. John Lewis, the developer was here also with his engineer from Auburn looking at their system to see if any further improvements could be made. They are going to add some additional rip rap berms in the creek that runs through the property and some flocculant logs to slow the flow down and hopefully get some of the fines to flocculate and settle out. John reinforced and Mike D. agrees that he is in complete compliance with all ADEM requirements for erosion and runoff control. They also send reports to ADEM monthly and anytime there is more than 3/4” of rainfall they must do a full inspection of the site. Mr. Lewis has a third-party company that monitors and reports to erosion controls. It also doesn't appear that there is any buildup of silt in the lake bed as a result of anything running off from the site. He doesn't want any bad publicity so he is actually doing everything he can and more than is required to help the situation. For the next phase of construction of new homes, he has hired another company to design and implement erosion and runoff controls during ground breaking of the homes since the grass/straw that is in place now on the house pads will have to be removed to construct each home.

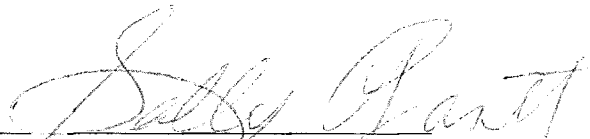
Mike D will follow up with Joseph Moncrieff at Tallapoosa County to see if they have approved the plat of the Eagle Ridge house lots. SWRA fees will begin at that time.

Board Meeting Schedule – The Feb. Board meeting scheduled was changed to February 13th and February 27, 2024. The annual meeting is March 2, 2024, at the SWRA Centre.

A motion to adjourn Regular Session and move into Executive Session was unanimously approved at 10:18a.m.

Respectfully submitted,


Penny Alexander, Secretary


Sally Gantt, President

Date Approved: Feb. 13, 2024

Minutes
SWRA Board of Directors Meeting
January 9, 2024

Call to Order – President Sally Gantt called the meeting to order at 10:15a.m. at the SWRA Centre following a presentation. 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 December 5, 2023, Regular meeting.

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

Moonbrook Park Bathroom Vandalism – Griff followed up with the Sheriff. Person has been identified. This is the third incident with this person. The Board discussed filing charges for damages against this person. **A motion to pursue filing charges to recover costs for damages for SWRA property and staff time was made, seconded and approved.**

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

Eagle Ridge – Mike D will meet with the project manager and lead designer to house plans. Mike D will follow up with Joseph Moncrieff at Tallapoosa County to see if they have approved the plat of the house lots.

TREASURER'S REPORT – Gene Akers

No report as we will be handling budget discussions under new agenda.

Collected voluntary fees for service patrol so far is 469 parcels at \$50 = \$23,450. Budget is \$61,000. It is still early in the process.

OPEN AGENDA

ARC Report – All the new policies, procedures, guidelines, and fees went into effect January 1st. Recap of 2023. 264 permits issues. Completed approximately 186 work orders, some were carried over from 2022. 33 new homes. Active permits as of 12/20/23: 1 infrastructure, 6 landscape and 16 new home, 19 new work, 40 repair, 4 tree removal. A total of 86 active permits currently.

Website Update – All ARC forms have been restructured and brought up to date. Contact button has had some problems that Lee is working on. Working on a statistics page to be added. Lee has asked V3 about online payments and they recommended a company, Stripe. Lee reviewed the statistics of clicks on different pages and time spent on the site. Currently the building permits are a fillable form for users to print out. There are several other fillable forms.

Jackson Thornton IT Service Provider – Griff, Lee, Gene

Infrastructure, Equipment update – Holding pattern at this point. Have met with them to discuss equipment and the plan to implement. This will be handled in the budget.

Project TimeLine – Budget, equipment location, probably 4 months to get all completed. Around \$40,000 to upgrade the office after their overall assessment.

Communication Protocol – Staff for them to contact. A primary contact is Griff with Mike D as a backup. Lee is working directly with Britton who is our designated contact. The best point of contact is through their portal. Set up by design to have limited staff contacting them for controlled access.

The Troy Sims of Sims Data contract last date of service was Dec. 31, 2023. Sally sent him a letter of thanks for his years of service.

Golf Cart / ATV Registration – Griff, M. Dean

Registration Dates, Equipment Confirmation, Decal – A few cart owners have come in to register but we are still waiting on the decals to arrive. The policy requirements were reviewed and edited on the tail light/brake light areas and agreed that we would ask them to sign the waiver even if they have to come back to register due to issues. Brake lights is going to be the biggest issues, some have tail lights but no brake lights that will cost about \$200 to add to their cart.

Saturday Golf Cart / ATV Registration – Tentatively set for 1/27, 2/3, 3/9 from 8am – 12pm.

SWRA Sales Center / EAMC Lease Update – We have received the signed contract from East Alabama Heart and Vascular, LLC.

SWRA By-Laws Amendment Calendar- Gene

This schedule been published in the newsletter. The highlighted redlined version is ready to post on the website. An eflash to all owners with a link to the website and we will send written notification to all owners in the election mailing. Penny will draft a proxy form.

Newsletter Articles / Input from board and Staff, February Newsletter Deadline Jan. 25th.

Nominating Committee – The Nominating Committee sent its report to the Board recommending that Lee Eastman and Sally Gantt be nominated to serve on the SWRA Board. The report was accepted via email so that bios could be printed in the January newsletter.

Golf Colony Condo Association - SWRA officially took over the management of Golf Colony on January 1, 2024.

NEW AGENDA ITEMS

Sub-Association Accounting Software, PayHoa Proposal – Griff, Shana, M. Dean have been researching different software programs for management of condo association/sub associations. They met with the Pay/HOA software as it is simplified but has all that you would need to have to efficiently manage. Approximately 350 units in all the condo units, they let you group all of these for the volume costs rate of \$0.57 per unit per month for the associations to pay. Can pay by credit

card, doesn't put the association into any on site handling of payments, goes through online Stripe.com. One software with drop downs for the list of associations. They are rated with great customer support. Griff is recommending that the Board approve if they can get the associations to sign up. **A motion to accept Griff's recommendation to move to the PayHoa software system for condo and sub association management upon approval of those groups was made, seconded and approved.**

Jackson Thornton Accounting Proposal – In working through the different areas of association, Griff presented a proposal for monthly accounting services to increase from current levels. This brought to light that there had been minimal communication with the long-term accountant, Letha Hinote of Crescent Advisory & Accounting. After discussion it was agreed that Gene as Board Treasurer would contact Crescent to get details of services performed under the contract. There was a brief discussion on audit reviews as compared to full audits. These have been completed annually by McDaniel and Associates for many years, a separate firm from Crescent.

2024 Proposed Budget – Gene, Griff, and M. Dean had met several times to work on the proposed budget. Detailed reports had been emailed to all Board members prior to the meeting today. Gene reviewed an extremely detailed Executive Summary with questions and discussion being held as the Board moved through it by account.

A motion to approve the proposed budget as discussed was made, seconded and unanimously approved.

RESERVE FUNDS:

SWRA Reserve Funds Recommendations					
			EOY 2023	FY 2024	BOY 2024
		Reserve Targets	Reserve Balances	Recommendations	Approved Balance
1160-1	Fountain	\$ 100,000.00	\$ 100,000.00	\$-	• \$ 100,000.00
1150-10	Welcome Centre	\$-	\$ 20,000.00	\$-	• \$ 20,000.00
1160-11	Storage Building	\$-	\$ 10,000.00	\$-	• \$ 10,000.00
1160-13	Impact	\$-	\$-	\$ 50,000.00	• \$ 50,000.00
1160-3	SWRA Centre	\$ 400,000.00	\$ 100,000.00	\$ 300,000.00	• \$ 400,000.00
1160-4	Pineview Pool	\$ 100,000.00	\$ 52,000.00	\$-	• \$ 52,000.00
1160-5	Truck	\$ 15,000.00	\$ 15,000.00	\$-	• \$ 15,000.00
1160-6	Gates	\$ 75,000.00	\$ 75,000.00	\$-	• \$ 75,000.00
1160-7	Tennis Court	\$ 25,000.00	\$ 10,000.00	\$ 115,000.00	• \$ 125,000.00
1160-8	Moonbrook Park	\$ 25,000.00	\$ 25,000.00	\$-	• \$ 25,000.00
1160-9	Contingency Fund	\$ 100,000.00	\$ 100,000.00	\$-	• \$ 100,000.00
		\$ 840,000.00	\$ 507,000.00	\$ 465,000.00	\$ 972,000.00

Reserve allocation recommendations were reviewed and discussed, then modified to a total of \$465,000. Created an Impact reserve account. **A motion to approve the recommendation was made, seconded and unanimously approved.**

Capital Expenditures:

Capital Expenditures For Discussion			
Description			
Cost Center	Item	Amount	
Administrative	Mortgage Payout	\$ 44,000.00	Not Approved - Under Review
Maintenance	Truck	\$ 15,000.00	Approved
Roads	Electronic Stop Signs	\$ 10,000.00	Not Approved
SWRA Centre	SWRA Centre Expansion	\$ 100,000.00	Transfer to SWRA Centre Reserve Fund
		\$ 169,000.00	

A motion to approve a capital expenditure for a new truck at \$15,000 and to move an additional \$100,000 for the SWRA Centre from CAPEX to RESERVES was made, seconded and unanimously approved. Gene will do further research on paying off the mortgage.

Board members expressed their gratitude to Treasurer Gene Akers, CAM Griff Griffin and ACAM Mike Dean for all the time and diligence that they put into this proposed budget. It takes a massive amount of time and is vital to the success of managing the association.

Board Meeting Schedule – The next Board meeting is scheduled for January 23, 2024.

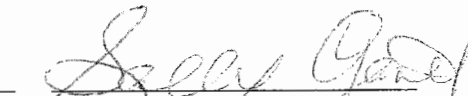
Bylaws Amendments Meeting Schedule:

- Thursday, February 8th, 6:30 p.m. at the SWRA Office
- Saturday, February 10th, 10:00 a.m. at the SWRA Office
- Thursday, February 22nd, 6:30 p.m. (Online meeting)
- Saturday, February 24th, 9:00 a.m. (Online meeting)
- Saturday, March 2nd, 10:00 a.m., SWRA Annual Meeting at the SWRA Office
- March 22, 2024 - Deadline for submitting Proxy Voting Ballot
- Saturday, April 6th, 10:00 a.m., Special Meeting at the SWRA Office

A motion to adjourn Regular Session and move into Executive Session was unanimously approved at 1:44p.m.

Respectfully submitted,


Penny Alexander, Secretary


Sally Gantt, President

Date Approved: Jan. 23, 2024