

**Minutes**  
**SWRA Board of Directors Meeting**  
**December 16, 2025**

**Call to Order** – President Lee Eastman called the meeting to order at 9:01a.m. at the SWRA Centre. Board members Gene Akers, Penny Alexander, Sally Gantt, Debra Knight, Bob Taffet and William Phillips were present. Community Association Manager Jason Klepper and Associate Community Association Manager (ACAM) Mike Dean attended to report.

**Approval of Prior Minutes**

**The Board approved the Regular meeting minutes of December 2, 2025, as presented.**

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

Jason reported that:

- All invoicing complete except the Waters Edge area so over 1400 are finished.
- Response to incidents – Jason is working on an updated social media policy for employees so that only the designated spokesperson for SWRA responds and if people call or drop by the office or gate, they will be directed to the correct SWRA spokesperson.
- Reynolds, Reynolds – They are already getting responses and have some collections from past due accounts coming in.
- The change of ownership of ChilWaters (Mike Lewis no longer owns) has allowed SWRA to clear up the major portion of past due amounts owed.
- Aduit – continue working on process memos with Gene for CRI.

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

Mike reported:

- Last week cut off 11 unpaid accounts of 152 garbage can service. 7 dropped the service because they sold their property. Current owners using the service is 134 properties.
- ARC approved 6 new permit applications since last meeting and have 3 to review tomorrow.
- An owner on Tanglewood lane put up a fence without a permit. ARC asked them to take the down and he did with the exception of the posts. An owner next door who is putting up an approved fence plans to reuse those posts.
- 5 covenants issues since last meeting, owners have corrected 67 covenant violations to date.
- Currently trimming crepe myrtles will trim lantana as soon as it goes dormant.
- Lights at water fall are working.
- Potential issue of a bridge that allows breaching the gates allowing entry into StillWaters. Mike will follow up to contact SW owner Wayne Coe to see if he is aware. Entry requires crossing property of Lance Eddins in Holiday Shores. Discussion followed.

**Landscape Committee** – Debra reported that edging is being installed and it is looking good. Pine beetle infestation on Dogwood at triangle area. Mike responded that SWRA has been using \$1200 per month in budget to remove storm damaged or beetle infested areas trying to keep up as they move quickly. After discussion it was agreed that Mike would obtain a total bid to resolve the beetle infestation issues in the areas that are affected so we can stop the spread.

**Social Committee** – Golf cart parade will start at 6pm from SWRA Centre. Not sure where they are going to end the parade. It was suggested that we publish the route. Still pending with golf club about providing some refreshment or can do at SWRA Centre.

**Christmas Committee** – Discussed planning for next year with a suggestion to hold a Tree Lighting at Moonbrook Park with a SWRA Christmas tree. The decorations have been well received again this year.

### **TREASURER'S REPORT** – Gene Akers

**Proposed budget proposal** – Gene stated that he appreciated Jason, Mike and William working with him on the budget. Gene had distributed the budget details prior to this meeting. He reviewed the Executive Summary to include the overall summary, discussions on Cost Centers, Investments, projected Income and Reserve allocations. Budget committee recommended that we rename Impact Reserve to Infrastructure.

Board discussed details. There is currently \$400,000 in the Operating Reserve Account. The Plan is to move funds to Morgan Stanley investment accounts to keep the Regions operating funds around \$250,000.

Proposed budget had been reviewed with the Finance committee. Recommending the proposed budget as presented with a few changes. **A motion to approve the 2026 as presented with two amendments, one to reduce Social Committee from \$to 6,000 to \$4,000 and to change name of Impact Reserve to Infrastructure Reserve was made, seconded and approved.**

**Regions Credit Card** – The cards will be in SWRA name rather than an individual's name and would be established for specific uses or categories to help in tracking expenses and control. Jason presented a chart with 7 basic cards, a Manager card with max \$5,000 (reserve of emergencies), Board & Committee card with \$5,000 (check out in office), Community Service \$2,000 (gas only, stays in auto), Maintenance with \$5,000 (vehicle & equipment gas – sign out at front desk), Office with \$5,000 (general office/cleaning supplies), Auto Recurring with \$5,000 (monthly fees, Adobe corporate user account, V3 Media, Constant Contact, etc.) and Sub-Assoc (purchases billed to the sub-associations). This should save time in categorizing/organizing credit card purchases.

### **OPEN AGENDA**

**Gate System Software Capacity** – According to DoorKing technical support, the system groups the devices by properties, thus multiple devices under one property only count as 1 in the total number of available accounts which is 3000. Therefore, there will be no shortage in the near future. Currently have 1124 of 3000 assigned.

Next generation gate entry systems will be researched so the Board can explore options for the future.

## **NEW AGENDA**

**Vendor Vehicle Entry Decal Availability** – Vehicle window decal distribution was discussed including selling a vendor window decal for reoccurring vendors such as health care, cleaning, etc. Hard to keep vendors information updated. We have Flock cameras that pull information, but we have to go to sheriff to get details of that data. Flock wants to charge the sheriff to log into our business. Entry into StillWaters is not limited. Could be an area of additional income.

After discussion, this proposal was tabled.

**Property Owners Vehicle Entry Decals** – Two decal #'s are recorded and mailed to all owners who have paid annual fees. Each property may obtain two more at no costs for a limit of 4 per property. Owners of multiple properties may obtain up to 4 per property recorded under their name. **A motion was made that additional decals may be purchased at \$40 per year with a “responsibility form” signed by the property owner. Motion was seconded and carried.**

**Finance Committee Scope** – Gene had distributed a first draft prior to this meeting that he described as AI generated and more comprehensive than SWRA would need. Members agreed to review this draft to discuss at a future meeting.

**Staff Christmas Lunch** at noon today at SWRA Centre.

**Board Meeting Schedule** – Scheduled Board meetings are January 6, 2026, and January 20, 2026.

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

Respectfully submitted,

Penny Alexander  
Penny Alexander, Secretary

Date Jan. 6, 2026

Lee Eastman  
Lee Eastman, President

