

SWRA Board of Directors Meeting May 19, 2026

Call to Order – President Lee Eastman called the meeting to order at 9:00a.m. at the SWRA Centre. Board members Gene Akers, Penny Alexander, Sally Gantt, Debra Knight, William Phillips and Bob Taffet were present. Community Association Manager (CAM) Jason Klepper and Associate Community Association Manager (ACAM) Mike Dean attended the meeting to report.

Approval of Prior Minutes

The Board approved the Regular meeting minutes of May 5, 2026, as presented.

Review of Agenda – July 4th Golf cart parade added.

CAM Report - Jason reported:

- **Accounting Tasks** - Spent a good bit of time on financial processes working out with CRI on submitting bills & deposits for them to enter. It is working well with good lines of communication.
- **Liens** - Preparing to get all lien filings completed.
- **Office Notary** – Bridget to become a notary and she is going through the process; SWRA will need to get her bonded. Developing a plan of cross coverage for all duties in the office.
- **Nuisance Animal Compliant** – Following policy to notify a property owner of two incidents of aggressive behavior. 2nd notice sent certified mail asking them to address the situation within 10 days with details of consequences.
- **Payment Plans** – Would like to modify adding more language to the payment plan form to clarify terms. A motion to modify the Payment Plan language to calculate to require that payment is completed by October 31st was made and seconded. Discussion followed. After a specified date we will not allow a new payment plan to start. Require a down payment at the start the plan and continue with adding the late fee. It was agreed to Table the motion so that Jason could draft the modifications and bring back to the board at the next meeting.
- **Payment Approval Process Change** - With changes in having CRI process accounts payable, procedure has been changed in sending weekly check register to the Treasurer for review and approval from Wednesday to Thursday in order to process payments that week. This will keep payments to contractors timely.

ACAM Report – Mike reported:

- **ARC** - Approved 23 new permit applications at their last meeting, 3 for new homes. Denied one forward facing garage as lot did not dictate the need for forward facing.

There are 118 active permits, 23 of those are new homes. ARC has processed 108 permits thus far in 2026.

- **Facilities Maintenance Committee Lists** - Gate 49 Renovations at gatehouse, cabinets painting, new flooring, new vanity top and sink and new fixtures. Pineview Pool restrooms painted.
- **Dogwood Trail Traffic** – Has communicated to management at The Landing and Harbor Pointe about traffic changes.
- **Moonbrook Park** – Working on proposals on sidewalk solutions. Looking at removing sections of concrete where roots have pushed up dramatically and will continue to do so, therefore adding a bridge/walkway across those areas may be most cost-effective way for safe access.
- **Holiday Weekend** – Has lined up through Sheriff 's office for extra security coverage. Spoke with Eric McKinley concerning security and parking concerns at Prime for the expected large crowds due to multiple band performances. Eric says he will have security in place. Suggested that they have people shuttled from Hwy 49 shopping center parking lot to Prime. As usual, SWRA will have double coverage at the gate and has additional special event passages printed.

Financial Report – Jason Klepper

Regions Bank Balance (Operating Fund) - \$415,326.14

AR outstanding collections \$343,073.60 (214 accounts)

- 62 of those have credit balances totaling \$10,318.88
- 25 collection attorney accounts = \$110,611.17. Nine that we have proceeded with filing suit – he has returned affidavits to Attorney Rob Reynolds who has invoiced us for the filing fees.
- 17 payment plan accounts = \$8,716.76. Removed 1 from program due to non-payment. Total billed on payment plans = \$18,808.00.
- 22 account that are just ARC fines, permits, other fees \$92,597.10 of total outstanding collections. The new permit fees are not actually past due but are entered into QB system in order to issue an invoice.
- 88 are all other fees (Annual dues) = \$141,467.45

TREASURER'S REPORT: Gene Akers

- CD renewed at 3.7% and bought a new 12-month CD at 3.9%
- Charlie Brown has not been notified of Board approved Bank Resolution from last meeting.
- Drafting suggested letters/plan/justification for a road usage fee to support cost of roads and will then work on drafting a plan for the gates to be self-funding. Gene will send to William for input, and they will bring all back to the Board for discussion and input.

OPEN AGENDA

Management Software – Committee members are Jason, Mike, Lee, William, and Gene. Lee presented a list of companies and a list of criteria as a start to rank the top few vendors. Also, committee members to research these vendors, to share other if they find additional vendors and to rank them to be prepared for committee discussion.

Board Training – Lee is working on.

Physical Site Inspection – Jason updated the list from last meeting, adding landscaping to all areas and how documentation will be handled for the general site inspections that are done during normal daily work. It was suggested that checking of smoke detectors be added.

Lot Sales Policy Update – Jason presented a printed policy combining the Lot Sales Policy and Sales Guidelines and Procedures that included previous changes.

Collection Policy Update – There were 3 areas of additional verbiage edited since last meeting that Jason reviewed on the SWRA Financials Policy and Procedures.

- Page 4, VII. Lien Placement Procedure, Step 3 - Any delinquent account that includes any regular, special, or individual charges owed to the Association, regardless of balance amount will be eligible for lien placement with the exception of balances owed for building permits. A building permit will not be issued to any owner until payment is received.
- Page 5, VIII. Assignment to Collection Attorney – ADD: Account is in one-year aging from the oldest unpaid item with a \$1,000 minimum balance.
- Page 6, IX. Lien Enforcement Options. Step 8, Civil suit for money judgement: Filed by attorney, same effect as above. The Community Association Manager is approved by the board to pursue filing monetary judgements, through the approved collections attorney, against any properties owned by residents of the State of Alabama once the collections attorney has verified a good and valid address for service of notices and verified legal residence of the owner within the State of Alabama.

Date of Policy will be updated on the final copy on the header and footer.

A motion to approve the additional language to the SWRA Financials Policy and Procedures was made, seconded and approved.

New Agenda

Banner Hwy 49 Entry - Sally shared a sample of a 16-foot banner that she, Debra and Mike had worked on. Suggested that it be placed in the lawn area in front of the fountain on Hwy 49 in a manner to be able to still see the fountain and StillWaters sign. Want to join in the community spirit to celebrate America's 250th year. Would like to put this up asap and at least leave it up until after July 4th. Estimated cost is \$250 plus tax. Discussion followed.


A motion to order the banner as specified for amount quoted and to take funds from the Social committee budget account was made, seconded and carried.

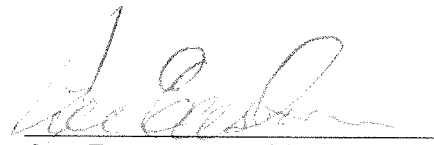
July 4th Golf Cart Parade – Bob stated that last year we had well over 60 golf carts participate. After our last meeting he has gotten permission from Eric McKinley to end in the golf course parking lot if we want to. The parade will start at 10 a.m. at the SWRA Centre. Prime restaurant is now open for breakfast, lunch and dinner. Discussion followed on safety due to holiday traffic. The event is sponsored by SWRA and there are other commercial entities inside the gates. There are a number of unknowns. After discussion, it was agreed that we would start and end the parade at the SWRA Centre. Suggested that we have the ice cream truck set up in the lower parking area by the building and that we have reminder signs on the roadway inside both gates announcing the event. It will also be in the July *Voice of StillWaters* newsletter and go out on *SWRA eflash* and on social media.

Board Meeting Schedule – Scheduled meetings are Board meeting dates are June 2nd and June 16th.

A motion to adjourn the Regular Session at 10:12am. into Executive Session was made and unanimously approved.

Respectfully submitted,


Penny Alexander, Secretary


Lee Eastman, President

Date 6/2/2026