

**PHOENIX CROSSING HOMEOWNER'S ASSOCIATION
ELECTION MEETING MINUTES
November 2, 2024**

Board Members Present

Lynn Youngblood, President

ACC Members Present

Joey Wood, Chairman

Board Members Absent

Lea Ann Hoy, Vice President

Denise Merritt, Secretary

Election Committee Present

Kelvin Kates

Frank Amos

The President called the meeting to order at 2:03 pm.

APPROVAL OF MINUTES

A motion to approve the minutes of the September 24, 2024 meeting was made by Patti Stubenberg and Kelvin Kates seconded the motion. A couple members said they never received the minutes. All those present voted in the affirmative. Motion passed.

TREASURER'S REPORT

The President presented a Management Report which included revenue and expenditures. The report is hereby made a part of the minutes.

OPEN FORUM

The members present expressed their concerns regarding a shed on one of the properties. One member explained it has been four months since the project began and it is still not completed which is in violation of the covenants. One member spoke of the wire fence which is also in violation of the covenants. The President asked the ACC Chairman to address the issue. One member spoke about the constant water pressure issue with Piedmont Water. The members present agreed. Anita Hill presented the board with a document she found regarding Piedmont Water. A copy of this document is hereby made a part of the minutes. The 2025 budget was discussed and all wanted to know when there would be a budget meeting. The President explained the incoming board would schedule the meeting so the 2025 budget could be set by December 15, 2024. The members discussed the term lengths of the Board. Anita Hill made a motion to modify the By-Laws to change the term length to at least two (2) years. Frank Amos seconded the motion. Ten (10) votes for the motion and one (1) vote against the motion. Motion passed. The President did explain this change would not be an immediate change and the proper procedures will be followed for any amendments.

The President adjourned the meeting at 2:29 pm. The voting period for the elections will end at 4:00 pm at which time the Election Committee will tally the votes and certify the results. The Committee certified the results at approximately 4:20 pm. The results for the September 2, 2024 election for the HOA Board are as follows:

Chasity Culpepper – President
Susan Mitchell – Vice President
Treasurer – Lynn Youngblood
Secretary - *vacant*

President Lynn Youngblood



Management Report

Phoenix Crossing Homeowners Association
For the period ended November 2, 2024

Prepared on
November 2, 2024

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Profit and Loss

January - December 2024

	Total
REVENUE	
Contributed income	900.00
Donations directed by individuals	90.00
Total Contributed income	990.00
QuickBooks Payments Sales	430.00
Unapplied Cash Payment Revenue	2,112.50
Uncategorized Income	
HOA Dues	46,349.00
Total Uncategorized Income	46,349.00
Total Revenue	49,881.50
GROSS PROFIT	49,881.50
EXPENDITURES	
Advertising & marketing	
Website	87.06
Total Advertising & marketing	87.06
Community Events	330.11
Insurance	2,998.00
Legal & Professional Fees	575.50
Office expenses	
Janitorial	200.00
Office supplies	126.73
Office/General Administrative Expenditures	7.50
Total Office expenses	334.23
Postage and Mailings	222.52
QuickBooks Payments Fees	358.30
Repairs & maintenance	4,593.62
Lawn Maintenance	11,250.00
Pool Maintenance	8,268.26
Total Repairs & maintenance	24,111.88
Utilities	
Electric	5,686.58
Internet	806.74
Phone (pool emergency phone)	1,342.00
Water	835.97
Total Utilities	8,671.29
Total Expenditures	37,688.89
NET OPERATING REVENUE	12,192.61
OTHER REVENUE	
Late Fee Income	1,535.38
Total Other Revenue	1,535.38
NET OTHER REVENUE	1,535.38
NET REVENUE	\$13,727.99

Balance Sheet

As of December 31, 2024

	Total
ASSETS	
Current Assets	
Bank Accounts	
BankSouth Checking (7205)	9,531.63
Total Bank Accounts	9,531.63
Accounts Receivable	
Accounts Receivable (A/R)	4,971.36
Total Accounts Receivable	4,971.36
Other Current Assets	
Payments to deposit	49,518.00
Total Other Current Assets	49,518.00
Total Current Assets	64,020.99
Fixed Assets	
Improvements	10,000.00
Total Fixed Assets	10,000.00
TOTAL ASSETS	\$74,020.99
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Retained Earnings	60,293.00
Net Revenue	13,727.99
Total Equity	74,020.99
TOTAL LIABILITIES AND EQUITY	\$74,020.99

Expenses by Vendor Summary

January - December 2024

	Total
Antonio Avalos	700.00
AT&T	1,404.04
Dollar General	50.06
Finish Line Asphalt	3,475.00
Hargray	178.67
Home Depot	573.92
Lake Oconee Ace Hardware	21.59
Leslie Swimming Pool Supplies	1,992.01
Lowe's	155.48
Pettigrew & Pettigrew CPA	495.00
Piedmont Water Company	835.97
Putnam County Health Department	200.00
QuickBooks Payments	103.66
State Farm	2,998.00
Sugar Bear Lawn Care	1,950.00
Tractor Supply	97.19
Tri County	5,686.58
Tri-CO Go	246.80
USPS	170.68
Wal-Mart	19.98
Willie A. Reid	5,925.00
Not Specified – reimbursements to volunteers for materials and/or supplies; debit card payments	10,789.26
TOTAL	\$38,068.89



ENVIRONMENTAL PROTECTION DIVISION

Richard E. Dunn, Director

Watershed Protection Branch

2 Martin Luther King, Jr. Drive
Suite 1152, East Tower
Atlanta, Georgia 30334
404-463-1511

FEB 28 2020

Mr. Jeff Matthews
Piedmont Water Company
P.O. Box 913
Greensboro, GA 30642

Re: **Phoenix Crossing Subdivision**
WSID# 2370097
Putnam County

Dear Mr. Matthews:

In accordance with the Georgia Safe Drinking Water Act of 1977, as passed by the Georgia General Assembly, and the Rules for Safe Drinking Water, Chapter 391-3-5, a permit to operate the Phoenix Crossing Subdivision Water System, a public water system located in Putnam County, Georgia has been issued by the Environmental Protection Division (EPD) and is hereby enclosed. The specific conditions for operation of the water system are outlined in the pages attached to the permit. **Please provide a copy of this permit to anyone directly involved in the operation or sample collection for this water system.**

The Rules for Safe Drinking Water, Chapter 391-3-5, specify the number and frequency of microbiological, chemical, and radiological samples that must be analyzed for your water system. These compliance samples must be analyzed by EPD's Laboratory or any other commercial laboratory certified by EPD to conduct the analyses. If you participate in EPD's "Drinking Water Laboratory and Related Services", sample bottles with instructions for sample collection, preservation, and return shipping will be mailed to you as sampling is required. If you do not utilize the services of EPD's Laboratory for testing, you are responsible for complying with all applicable monitoring schedules in the Rules for Safe Drinking Water. Please visit <http://gadrinkingwater.net> to view your required monitoring schedules and other pertinent water system information.

Please remember that all bacteriological and chemical samples, reports, and other information for this system that are submitted to EPD should be identified by the water system identification number, WSID# 2370097.

Sincerely,

Peter C. Nwogu
Drinking Water Unit Manager

Enclosure

cc: Northeast District Office, EPD
Putnam County Health Department

PERMIT NO. CG2370097

ISSUE DATE: FEB 28 2020



GEORGIA

DEPARTMENT OF NATURAL RESOURCES

ENVIRONMENTAL PROTECTION DIVISION

PERMIT TO OPERATE A PUBLIC WATER SYSTEM

In compliance with the provisions of the **GEORGIA SAFE DRINKING WATER ACT of 1977, O.C.G.A. 12-5-170 et. seq.**, and the **RULES, CHAPTER 391-3-5**, adopted pursuant to the **ACT**

Piedmont Water Company

is issued a **PERMIT TO OPERATE A PUBLIC COMMUNITY WATER SYSTEM** named

Phoenix Crossing Subdivision

and located at

Eatonton, Putnam County, Georgia

THIS PERMIT to operate the above public water system shall become effective on the date shown above and shall have a fixed term of ten (10) years, absent any prior revocation or modification.

THIS PERMIT is issued subject to the terms, conditions and schedules of compliance as follows:

1. **THE PERMITTEE** shall at all times operate the public water system in full compliance with the **GEORGIA SAFE DRINKING WATER ACT of 1977**, and the **RULES, CHAPTER 391-3-5**, adopted under the **ACT**. **THE DIRECTOR** may modify, suspend or revoke this permit as provided therein.
2. **THIS PERMIT** is transferable only with a change of ownership. **THE PERMITTEE** shall notify the succeeding owner by letter of the existing permit and surrender the original permit to the Director. The succeeding owner shall apply to the Director for a permit transfer within 30 days of receiving title to the property.
3. **THIS PERMIT** is further subject to the terms, conditions and schedules of compliance specified on the attached pages.



Richard E. Dunn, Director
Environmental Protection Division

STATE OF GEORGIA
DEPARTMENT OF NATURAL RESOURCES
ENVIRONMENTAL PROTECTION DIVISION

OWNER: **Piedmont Water Company**

PERMIT NO.: **CG2370097**

SYSTEM: **Phoenix Crossing Subdivision**

PERMIT CONDITIONS

4. This permit is for the operation of a public water system using two (2) wells as sources of water supply to serve a maximum of one hundred twenty-four (124) service connections as indicated on your application. Any additional sources or service connections must have written approval from the Director before use. The approved sources of water are:

Well #1, Source 101

Well #2, Source 102

5. The permittee must provide continuous disinfection by chlorinating all water distributed by the system to maintain a detectable residual of free chlorine in the recommended amount of 0.2 milligrams per liter in all parts of the distribution system, or as specified in Section 391-3-5-.14, as amended, of the Rules for Safe Drinking Water.

6. The permittee shall analyze or have analyzed all microbiological and chemical samples required by the Rules for Safe Drinking Water, Chapter 391-3-5. Monitoring for each contaminant must be performed as scheduled by the Georgia Environmental Protection Division's (EPD) Watershed Compliance Program (WCP). The supplier must provide all test results to the WCP within the time frames established in the schedules. The permittee may use the laboratory services of the EPD's certified laboratory or any other laboratory certified by the WCP to perform the specific analysis. If a laboratory other than the EPD's certified laboratory is used, the laboratory results must be submitted to the following address as specified in Section 391-3-5-.30:

Environmental Protection Division
Watershed Protection Branch Compliance Program
Drinking Water Compliance Unit
2 Martin Luther King, Jr. Drive, SE, Suite 1152 East
Atlanta, Georgia 30334

The format used to report results must be approved by the WCP and must identify the system by the water system identification number, WSID# 2370097, and the laboratory performing the analysis. The laboratory's certification number must be included on the report. Results requiring immediate notification should be reported to the WCP by telephone at (404) 463-1511 or fax at (404) 651-9590.

STATE OF GEORGIA
DEPARTMENT OF NATURAL RESOURCES
ENVIRONMENTAL PROTECTION DIVISION

OWNER: **Piedmont Water Company**

PERMIT NO.: **CG2370097**

SYSTEM: **Phoenix Crossing Subdivision**

PERMIT CONDITIONS

7. Reports must be maintained by the permittee on the premises of the water system and be available for inspection. **A true and correct copy of the operation records and other reports must be sent to the following address, by the tenth day of the month following the month being reported, unless otherwise stated in Section 391-3-5-.30 or elsewhere in the Rules:**

Environmental Protection Division
Northeast District Office
745 Gaines School Road
Athens, GA 30605-3129
Phone: (706) 369-6376
Fax: (706) 369-6398

8. **The permittee shall ensure that this public water system is operated in compliance with the Georgia Certification of Water and Wastewater Treatment Plant Operators and Laboratory Analysts Act, as amended, and the Rules adopted thereunder. The certification classification must be consistent with the public water system classification specified in Section 391-3-5-.39 of the Rules for Safe Drinking Water.**

9. The permittee shall comply with O.C.G.A Sections 12-5-7 and 12-5-8 regarding limitations on outdoor irrigation, local variances from state restrictions on outdoor watering, and any rules and regulations related to drought management promulgated thereafter. This condition applies to any water system that holds a water withdrawal permit, or uses water provided by a system with a withdrawal permit.

10. Drinking water distributed by the permittee should not contain any impurity which will cause offense to the sense of sight, taste or smell and should not be excessively corrosive as to cause degradation of the water quality or deterioration of the distribution system, as specified in Section 391-3-5-.19 and .26 of the Rules for Safe Drinking Water.

11. The permittee shall comply with Section 391-3-5-.06 of the Rules for Safe Drinking Water and shall meter all water supply sources connected to the public water system and shall report the system's water usage to the EPD's Northeast District Office.

12. The permittee shall comply with Section 391-3-5-.10 of the Rules for Safe Drinking Water and shall meter all new services connected to public water systems, unless specifically directed otherwise by the Director.

13. The permittee shall provide sanitary protection for each source of water supply, as specified in Section 391-3-5-.07 of the Rules for Safe Drinking Water.

14. **The permittee is required to have a Business Plan on file with the Division to demonstrate the water system's managerial and financial capacity to comply with all drinking water regulations in effect, or likely to be in effect. The Business Plan must be updated at intervals determined by the Director.**

15. This permit replaces all Permits to Operate a Public Water System previously issued for the operation of this public water system.