

WRA Regular Meeting Minutes
August 8, 2022

President Doug Ross called the meeting to order at 7:03 p.m. This meeting was held at the Whisper Creek Clubhouse. Directors present: Debbie Gwaltney, Thomas Hickey, Tonya Holland, Lynda Pace, Langdon Potts, Doug Ross, Terry Tracy, Jim Wills and Jerry Young. Directors absent: Loni Borkowski (proxy held by Tonya Holland) and Nate Ellwitz (proxy held by Doug Ross). Guests: Business Manager LeAnn Granic, and 11 (eleven) others.

Director Holland made a motion to approve the July 11, 2022, Regular Meeting Minutes. Director Pace seconded. The motion passed. Director Tracy voted “No”, and Directors Hickey and Wills abstained.

Financial Report

The July 2022 Financial Report will be reviewed at the September 12, 2022, WRA Regular Meeting.

Business Manager’s Report

1. Communications:
 - a. Community Survey:
 - i. A survey regarding guard hours at the gate house was posted on the WRA website and residents were notified by email regarding this survey. The survey results were shared in the August 2022 newsletter.
 - ii. Provided survey support by updating residents’ email addresses and responding to 52 (fifty-two) emails with general questions regarding survey access, log-on directions, etc.
 - b. The August newsletter was emailed to residents and uploaded to the website. Following approval, the August 8, 2022, Regular Meeting minutes will also be uploaded to the website.
 - c. The WRA online resident directory has been updated, new residents have been added to the email notification list and were provided welcome packets and bar codes.
2. Security and Gates:
 - a. Back Entrance Gate: A loose drive shaft prevented the gate from opening fully. This issue has been resolved.
 - b. Maintenance on the AC unit at the gatehouse has been scheduled.
 - c. Thirty-three (33) new bar codes were issued in the past 30 (thirty) days.
3. Streetlights: Three (3) streetlights were repaired in Whisper Creek.
4. RV Lot:
 - a. An updated lessee list was sent to the Finance Manager for quarterly billing.
 - b. Responded to several calls/emails regarding individuals parking their item in the wrong space.
 - c. One (1) additional space was rented in the past 30 (thirty) days. Ten (10) residents remain on the waiting list for large spaces.
5. C&Rs: The Business Manager is working with the C&R Chairperson on several issues in the neighborhood.

Guest Speakers: Several residents and Dave Hammel, owner of the Windstone Sewer System, spoke regarding stormwater issues following the extremely heavy rains on July 31, 2022. These issues will be further investigated. One resident raised concerns regarding potential non-residents fishing at Lake Wisley and on the RV lot access road.

New Business

1. Board of Directors Resignation
 - a. Director Johnny Barnes resigned effective July 31, 2022, leaving the position of Vice President open. Director Barnes was also Chairman of the Gates and Security Committee.
 - i. Director Pace nominated Director Holland to the position of Vice President. Director Wills seconded. No other nominations were made. The nomination of Director Holland passed.
 - ii. Director Holland agreed to chair the Gates and Security Committee and will continue to chair the Trash Committee. A training session on how to manually operate the gates, repair the barrier arms at the rear gates, etc., is being planned. This lesson may possibly be videotaped so that these skills may be shared with other board members interested in helping with the Security Committee.
 - iii. Director Borkowski will become chair of the Playground Committee.
2. Signage:

- a. Front Entrance Maintenance: Director Pace moved to pay CertaPro \$500.00 (five hundred dollars) to pressure wash the stone and clean the painted portion of the front entrance signs. Director Tracy seconded. The motion passed.
 - b. Cattails Stop Sign: Several requests have been received to add a stop sign to the new street sign being installed at the intersection of Cattails Drive and Cattails View. Director Pace moved to pay FastSigns \$573.00 (five hundred seventy-three dollars) to manufacture, paint, and install a stop sign on the post of the street sign at Cattails Drive and Cattails View. Director Holland seconded; Director Tracy abstained. The motion passed.
3. Landscaping Light Maintenance:
- a. There are 113 (one hundred thirteen) hard-wired landscaping lights at the front entrance and extending along Windstone Drive. Over time, the wiring branching from the main electrical line to many of these lights has been cut, broken, or otherwise damaged, rendering those lights useless.
 - b. Director Holland moved to pay Scott Murdoch and Associates \$665.00 (six hundred sixty-five dollars) to repair the wired connections to the existing landscaping lights. Director Wills seconded. The motion passed.

Unfinished Business

1. Community Survey:
 - a. A survey regarding guard hours at the gate house was posted on the WRA website and residents were notified by email regarding this survey. Two hundred forty-eight (248) responses were received. The results of the survey are as follows:
 - i. Question One: Are you satisfied with the current guard hours at the front gate? Yes: 58.3% No: 41.7%
 - ii. Question Two: Are you willing to pay \$8.00 (eight dollars) more per month to return to 24/7 gate coverage? Yes: 40.32% No: 59.68%
 - iii. Comments received through the survey are being compiled for future discussion by the Board.
 - b. Alternative options for providing security at the front gates will be explored.
2. Windstone Drive Walking/Golf Cart Bridge: This project has been completed.
3. Lake Haven Tree Removal: Quotes have been requested but not received.
4. Road and Stormwater Mapping:
 - a. Correction: There was an error in the description of the services to be provided by Thompson Engineering for this project. The description of the project should have read: "Thompson Engineering has provided a bid to complete a survey and create a comprehensive map of all roadways, storm drains, spillways, and culverts within Windstone. The physical sizes, locations, and general conditions, where visible, of the above-named infrastructure will be noted."
 - b. CTI did not provide a bid for infrastructure mapping.
 - c. Director Tracy moved to pay Thompson Engineering \$8,500.00 (eight thousand five hundred dollars) to develop a stormwater infrastructure and road map for Windstone. Director Young seconded. The motion passed. Directors Pace and Potts voted no.
 - d. Individual stormwater issues are being investigated upon report.
5. Windstone Drive Culvert Repair:
 - a. CTI Engineers has provided a bid to provide professional engineering services for drainage improvements to the culvert at the intersection of Windstone Drive and Cattails Drive.
 - b. An additional bid for these services will be sought.
 - c. Multiple repair options are being explored.

Committee Reports

1. ARB:
 - a. The ARB has reviewed and approved the following requests from WindStone homeowners in July 2022:
 - i. New shingle roof (1)
 - ii. Update landscaping (1)
 - b. The ARB has reviewed and denied the following requests from WindStone homeowners in July 2022:
 - i. Application for vinyl fence.
 - ii. Application for large section of existing wood fence replacement with like-kind materials.
 - iii. Application for storage shed under a deck. Homeowner may resubmit with an alternate option.
2. C&Rs: Please see Business Manager's Report, Item 5.
3. Community Planning: No activity.
4. Gates and Security: Please see Business Manager's Report, Items 1 and 2, New Business, Item 1, and Unfinished Business, Item 1.
5. Golf: No report.
6. Lakes:

- a. Fountains in both Lake Wisley and Lake Haven were cleaned as part of general maintenance.
 - b. The fountain in Lake Wisley experienced an electrical issue caused by a large fishhook embedded in the electrical feed line. The hook has been removed and the line repaired.
 - c. Dye is being added to both lakes as needed.
 - d. Please also see Unfinished Business, Item 3.
7. Landscaping: Please see New Business, Item 3.
 8. Playground: Mulch breached the barrier around the equipment area following recent heavy rains. This mulch was immediately cleaned up and extra spikes will be added to prevent a recurrence.
 9. Roads: Please see Unfinished Business, Items 4 and 5.
 10. RV Lot: Please see Business Manager's Report, Item 4.
 11. Sewer: No activity.
 12. Special Events: No report.
 13. Stormwater: Please see Unfinished Business, Item 5.
 14. Trash Service: No new activity.

Director Hickey moved to enter Executive Session for the purpose of discussing legal and security issues. Director Holland seconded. The motion passed and Executive Session commenced at 8:45 p.m. Director Hickey moved to exit Executive Session. Director Wills seconded. The motion passed and the Executive Session closed at 9:29 p.m. Director Hickey moved to close the Regular Meeting; Director Holland seconded. The motion passed and the Regular Meeting closed at 9:30 p.m. The next regularly scheduled meeting will be held on September 12, 2022, at 7 p.m. at the Whisper Creek Clubhouse.

Respectfully submitted,

Deborah S. Gwaltney, Secretary

Doug Ross, President