

WRA Minutes
December 13, 2021

President Jim Wills called the meeting to order at 7:01 p.m. This meeting was held at the Whisper Creek Clubhouse. Directors present: Justin Cash, Debbie Gwaltney, Tonya Holland, Lynda Pace, Doug Ross, Terry Tracy, and Jim Wills. Directors absent: Johnny Barnes (proxy held by Tonya Holland), Gary Booth (no proxy), and Thomas Hickey (no proxy). Guests: Business Manager LeAnn Granic, Financial Manager Lisa Crowder, and five (5) residents.

Director Cash made a motion to approve the November 8, 2021, Regular Meeting Minutes. Director Holland seconded. The motion passed.

Financial Report

Financial Manager Crowder and Director Tracy submitted the following Financial Report:

1. Financial Manager Crowder and Director Tracy reviewed the November 2021 financial statement and financial spreadsheet, which had been provided to the members of the board via email prior to the meeting. There were no questions.
2. Five (5) residents have dues accounts that are \$300.00 (three hundred dollars) or more in arrears. These accounts are being addressed as per WRA collection policy. Current liens are being updated, as necessary.
3. Director Cash motioned that the November 2021 Financial Report be accepted. Director Holland seconded. The motion passed.

Business Manager's Report

1. Communications:
 - a. The December newsletter was emailed to residents and uploaded to the website. Following approval, the November Regular Meeting minutes will also be uploaded.
 - b. 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. Service was scheduled for both the visitor and exit gates.
 - b. Thirty-eight (38) bar codes were issued in the past 30 (thirty) days.
3. Lighting:
 - a. Repairs have been scheduled for several gas streetlights.
 - b. Received quote to replace photo sensors with timers on lighting near the front entrance and holiday lights at the back gates.
4. C&R Issue: Received follow-up communication from a resident regarding C&R fines and account balance. Issue to be discussed in Executive Session.
5. Legal: The Business Manager is continuing to coordinate efforts with the WRA attorney to respond to additional document requests from HUD. Interviews with the HUD investigator have been scheduled for December 19, 2021; this date is subject to change.
6. RV Lot:
 - a. Two (2) additional spaces were leased in the RV lot in the past month. Capacity is nearly 100% (one hundred percent). Availability is limited to three (3) small spaces.
 - b. Unauthorized parking of items continues to be a problem. Email blasts were sent out notifying residents that such items could be removed from the WRA RV lot.
7. Trash Service: A new trash service agreement has been reached with Stephens Garbage Service. Residents will be notified by the trash company of the new service terms/options.

New Business

1. Trash Service:
 - a. An agreement has been reached with Stephens Garbage Service, the terms of which will be effective for five (5) years, beginning January 1, 2022.
 - b. Rates will be maintained at \$58.00 (fifty-eight dollars) per quarter for twice-a-week garbage service. Yard debris and recycling services will remain available for an additional charge.
 - c. Residents will be receiving a letter from Stephens Garbage Service outlining the details of these changes. Residents are reminded that they are responsible for contracting with Stephens for their trash removal, and that these services are not covered by WRA dues.

2. Outdoor Lighting:
 - a. A bid has been received from Dick Reimer to replace the photocells which control the lighting at the WindStone front entrance (including gates) and rear gates with timers. This change will ensure that all lights turn on and off simultaneously, regardless of ambient light conditions.
 - b. Director Cash motioned that Dick Reimer be paid \$1,050.00 (one thousand fifty dollars) replace the existing photocells and install three (3) timers to control the lights at the front entrance, two (2) timers to control the lights at the front entry and exit gates, and two (2) timers and six (6) electrical outlets to control the holiday lights at the rear gates. Director Tracy seconded. The motion passed.
3. Security Guards: The new security contract with Allied Security will become effective January 1, 2022. The guardhouse will be staffed, and the visitor gate will be utilized daily between 4 p.m. and 8 a.m. Between 8 a.m. and 4 p.m. (business hours), all traffic will be routed through the resident gate.
4. 2022 Budget: The preliminary 2022 budget was sent to all WRA Board members for comments and revisions on November 11, 2021. A final budget was sent on December 3, 2021. Director Tracy moved that the 2022 budget be approved in its final revised form. Director Cash seconded. The motion passed.
5. RV Lot: Business Manager has been asked to locate an impound company to remove unauthorized vehicles from the RV lot. This item will be readdressed in January 2022.
6. Election Committee Chairperson: Director Gwaltney was named Election Committee Chair for the 2022 Board of Directors election.

Unfinished Business

1. Stormwater:
 - a. The following projects have been completed, invoiced, and paid: Overlook/Cattails drainage ditch; Loch Haven Cove; culvert maintenance and rip-rap placement at #1 green on Wisley Way.
 - b. The culvert replacement at Windstone Drive and Lake Wisley has not been completed.
 - c. The drain on Meadowstone Drive has been cleared and appears to be functioning properly.
2. Road Repair:
 - a. Sealing of roadway cracks has been completed, invoiced and paid.
 - b. Saw cutting and patching of Windstone Drive at the electronic sign and at The Overlook is pending. Completion of this project is weather-dependent.
3. WindStone Signage: Director Pace moved that CertaPro be paid \$2,600.00 (two thousand six hundred dollars) to paint the signage from the main entrance to the digital sign on Windstone Drive, utilizing an updated gray/cream color scheme. Director Tracy seconded. The motion passed.

Speakers: Three residents spoke to the BoD with concerns regarding stormwater damage, landscaping issues, and C&R violations. These concerns will be addressed accordingly.

Committee Reports

1. ARB:
 - a. The ARB has reviewed and approved the following requests from WindStone homeowners in November 2021:
 - i. Tree removal (4)
 - ii. New shingles and gutters (1)
 - iii. Garage door replacement (1)
 - iv. Retaining wall replacement (1)
 - v. Front porch step replacement (1)
 - vi. Update landscaping (1)
2. Lakes: No activity.
3. Trash Service: Please see Business Manager's Report, Item 7 and New Business, Item 1.
4. RV Lot: Please see Business Manager's Report, Item 6 and New Business, Item 5.
5. Roads: Please see Unfinished Business, Item 2.
6. C&Rs: Please see Business Manager's Report, Items 4 and 5.
7. Golf Course: No activity.
8. Landscaping: Please see New Business, Item 2 and Unfinished Business, Item 3.
9. Security/Gates: Please see New Business, Item 3.
10. Sewers: No activity.
11. Special Events:

- a. The Christmas lights will be installed on November 22 and 23, weather permitting. These lights will be removed the first week of January 2022, weather permitting.
 - b. The Holiday Lights Decorating Contest judging will take place Sunday, December 19, 2021, at 7 p.m.
12. Playground: No activity.
 13. Stormwater: Unfinished Business, Item 1.

Director Pace left at 7:56 p.m. and named Director Cash her proxy. Director Cash moved to enter Executive Session for the purpose of discussing legal matters, C&R violations, and approving Executive Session minutes. Director Ross seconded, and the motion passed. The Executive Session convened at 8:25 p.m. Director Cash moved to close the Executive Session; Director Ross seconded. The motion passed and the Executive Session ended 9:12 p.m. Director Cash moved to close the Regular Meeting; Director Ross seconded. The Regular Meeting closed at 9:13 p.m. The next regularly scheduled meeting will be held on January 10, 2021, at 7 p.m. at the Whisper Creek Clubhouse.

Respectfully submitted,

Deborah S. Gwaltney, Secretary

Jim Wills, President