

WRA Minutes
December 9, 2019

Treasurer Terry Tracy called the meeting to order at 7:01 p.m. at the Whisper Creek Clubhouse. Directors present: Jordan Allen, Johnny Barnes, Justin Cash, Bob Christenson, Debbie Gwaltney, Tonya Holland, Lynda Pace, Steve Patterson, and Terry Tracy. Directors absent: Mike Nist (no proxy), Jared Stehney (proxy held by Steve Patterson), Past President Rene Straub (proxy held by Debbie Gwaltney) and Jim Wills (no proxy). Guests: Business Manager LeAnn Granic, Financial Manager Lisa Crowder, Dave Hammel of Rainbro, Inc., and five (5) WindStone residents.

Director Christenson motioned to approve the November 11, 2019 Regular Meeting Minutes. Director Cash seconded and the motion passed.

Financial Report

Financial Manager Lisa Crowder submitted the following Financial Report:

1. Resident accounts continue to be brought up-to-date, as residents with past due amounts are contacting Financial Manager Crowder to make payment arrangements.
2. Director Christenson motioned to approve the November 2019 Financial Report as presented. Director Cash seconded, and the motion was approved.

Business Manager's Report

1. Street Lights: A service request has been submitted to NGEMC to address street light outages within WindStone. Repairs are expected to take place during the week of November 11, 2019.
2. Signage: New signage has been installed at the back gate to improve safety and redirect visitors to the main entrance gate.
 - a. Verbiage on the signs is as follows:
 - i. CAUTION: Allow arm to FULLY lift before proceeding. Fines will be assessed for gate damage. 24/7 surveillance.
 - ii. WINDSTONE RESIDENT ONLY GATE. Visitors must return to Swanson Rd. and proceed to entrance on Ooltewah Ringgold Rd. 24/7 Surveillance Cameras.
3. Residents are reminded to contact the appropriate police department regarding any traffic incidents. The WRA cannot provide personal information regarding license plates and/or vehicles to anyone other than a police officer.

Unfinished Business

1. Morris Property:
 - a. Estimates to demolish this property in one of two ways have been obtained from Swanson Construction:
 - i. Demolishing the property to the slab and hauling away all debris: \$23,500.00 (twenty-three thousand five hundred dollars).
 - ii. Demolishing the property to the ground, including slab, and hauling away debris: \$26,500.00 (twenty-six thousand five hundred dollars).
 - iii. These are estimates only, and may not reflect the final price.
 - iv. Additional estimates are pending.
 - b. Complaints have been received regarding a port-a-potty still remaining on the property. Director Barnes will address this situation, as per the WRA Covenants and Restrictions.
2. Lake Wisley Spillway:
 - a. Phase One (installation of rip-rap) of the Lake Wisley spillway repair has begun. Work completed thus far has significantly reduced the amount of water leaking through the spillway, but has not yet completely stopped the leak.
 - b. The Lake Wisley fountain will be turned back on once the Phase I repairs are effective enough to allow water levels to rise sufficiently to prevent the fountain from being clogged with debris and sustaining costly damage.
3. Pedestrian Bridges: Several common property pedestrian bridges are in need of repair. Director Tracy is procuring estimates for these repairs. These items will be addressed as funds become available.
4. Whisper Creek Alley: Work to repair drainage issues in a Whisper Creek alleyway will begin once the Lake Wisley spillway has been fully repaired. The speed bump in that alleyway will be re-anchored and re-sealed, in an effort to properly divert excess water from the roadway.
5. Annual Meeting and Board Elections: Per the WRA Covenants and Restrictions and By-Laws, the WRA Annual Meeting is required to be held in March of each year. The next meeting is tentatively scheduled for March 30, 2020.

- a. Five Director positions will be open for election as Directors Gwaltney, Holland, Patterson, Stehney and Wills are completing their terms. Each of these individuals has completed one term and is eligible to run for the Board of Directors again, should they choose to do so. Directors are limited to serving two (2) consecutive terms. Directors Holland, Patterson and Wills have indicated that they will each be running for a second term. Director Stehney has declined to run for a second term. Director Gwaltney is undecided at this time.
 - b. Any WindStone homeowner in good standing (i.e. no outstanding or delinquent fines, fees, or levies), is eligible to run for the Board of Directors. The number of candidates must be no less than the number of vacancies that are to be filled.
 - c. Anyone interested in running for an open directorship must complete a Board of Director's Nominee Form, available through the Business Manager. The filing deadline will be in mid-February, to allow time for the printing, delivery and return of ballots in a timely fashion.
 - d. A "Meet and Greet" event will be held in February to allow residents to meet all WRA BoD candidates. No campaigning is permitted.
 - e. Additional regulations governing the Annual Meeting and election of Board Directors can be found in the WRA Covenants and Restrictions, Part Three, Article I and WRA By-Laws, Articles III-X.
6. Lonesome Dove: One resident continues to express concerns regarding the installation of new landscaping related to the culvert repair project. Efforts are ongoing to resolve this issue.

New Business

1. Guest Speakers:
 - a. Dave Hammel of Rainbro, Inc. addressed questions concerning the sewage system within WindStone.
 - i. The sewage system is privately owned and serviced by Rainbro, Inc. It is neither the property nor the responsibility of the WindStone Residential Association.
 1. The system consists of three pumping stations plus sewer pipes located under and along the streets. The sewer system connects to the Hamilton County sewer system at Hurricane Creek, and sewage is treated at the Moccasin Bend Sewage Treatment Plant.
 2. Parts of the sewage system located on the homeowner's property (grinder pump and pipes connecting the pump to pipes in the street) are the responsibility of the homeowner.
 - ii. Rainbro, Inc. charges the same sewage rates as Tennessee American Water. These rates are influenced by an Environmental Protection Agency Consent Order, and are subject to change at any time. Sewage rates generally increase on or around October 1 of each year.
 1. Customers are charged sewer rates of \$11.99 (eleven dollars and ninety-nine cents) per 1,000 (one thousand) gallons of water used. Customers are charged for a minimum of 2,000 (two thousand) gallons, making the minimum sewage bill \$23.98 (twenty-three dollars and ninety-eight cents) per month.
 2. Customers who water their lawns using sewage-metered connections will pay sewage fees on that water use. Customers who have installed a separate, non-sewage-meter intended for the purpose of lawn watering are not charged sewage rates on that water.
 3. Sewer fees are not charged by Catoosa Utility District Authority (CUDA), although they appear as a courtesy on the monthly water bill. CUDA serves only as a collecting agent for Rainbro, Inc.
 - b. Several residents addressed the WRA BoD over concerns about ongoing overnight street parking. Director Barnes will work with these residents to resolve these concerns.
2. Drainage Issues: Two residents on Wisley Way have asked the WRA to review water drainage issues on their properties. Director Tracy will inspect the properties and speak with the homeowners in this regard. Concerns of this nature will be addressed on a case-by-case basis.
3. Holiday Decorating Contest:
 - a. The Holiday Decorating Contest will be held on Sunday, December 15, 2019 at 7 p.m. Previous winners will help choose this year's award recipients. Winners will be chosen in the following categories and will be recognized in the January Newsletter and on the message board:
 - i. Norman Rockwell (Most Traditionally Elegant Home)
 - ii. Clark Griswold (Most Whimsical Home)
 - iii. Martha Stewart (Best Overall Consistent Themed Home)
 - iv. Most Festive Street of WindStone
 - b. Director Holland moved that \$150.00 (one hundred fifty dollars) of the Christmas Budget be used for awards associated with the decorating contest. Director Christenson seconded. The motion passed.

Committee Reports

1. ARB: The ARB has reviewed and approved the following requests from WindStone homeowners during the month of November:
 - a. Repainting of home and/or front door (2).
 - b. Enclose existing screened porch (1).
 - c. Tree removal (1).
 - d. Replace existing deck (1).
 - e. Roof Replacement (1).One fence replacement was denied due to the planned use of unapproved materials. This request will be reconsidered if and when the homeowner submits a plan utilizing approved materials. A list of approved materials for outdoor projects as well as submission requirements and procedures are located in the WRA Architectural Review Board Standards. These documents can be found on the WindStone website (www.windstonehoa.org), under the Forms and Documents tab.
2. Lakes: Please see Unfinished Business, Item 2.
3. Trash Service: No activity.
4. RV Lot/Maintenance: New lights and light poles are scheduled to be installed in January 2020.
5. Roads: Please see Unfinished Business, Items 4 and 6, and New Business, Item 2.
6. C&Rs: A total of ten (10) items have been addressed this month. Of the ten, two (2) have been resolved. These items include issues relating to parking (3), barking dogs (1), port-a-potties (1), unauthorized flags (1), and multiple issues (2).
7. Golf Course: No report.
8. Landscaping: Director Nist is continuing to negotiate a contract extension with Dilbeck Landscaping for common area maintenance.
9. Special Events: Please see New Business, Item 3.
10. Security Committee:
 - a. The visitor gate has not been closing properly due to a bad bearing. This bearing has been replaced.
 - b. The resident entrance gate track is warped and causing issues with the gate. Director Allen will replace the track with a stainless track, similar to that recently installed at the exit gate. The repair will be scheduled during the school winter holidays, so as to minimize disruption to the flow of traffic.
 - c. Walkers are reminded to wear reflective clothing and carry flashlights when walking in the neighborhood during periods of dusk and dark.
11. Sewers: Please see New Business, Item 1a.
12. Playground: Flower pots on the playground were vandalized, and their contents dumped on the ground. These pots have been replanted with fresh soil and flowers.

Director Gwaltney moved that the Board of Directors move into Executive Session for the purpose of approval of Executive Session Minutes. The motion was seconded by Director Christenson; it passed. The Executive Session commenced at 8:58 p.m. Director Nist motioned the close of the Executive Session at 9:00 p.m., with Director Allen seconding. The motion passed, and the executive session was closed.

Director Pace made a motion to adjourn the regular meeting at 9:00 p.m. Director Allen seconded. The motion passed and the meeting ended at 9:01 p.m. The next regularly scheduled meeting is January 13, 2020 at 7 p.m., at the Whisper Creek Clubhouse.

Respectfully submitted,

Deborah S. Gwaltney, Secretary

Terry Tracy, Treasurer