

WRA Minutes
February 11, 2019

President Rene Straub called the meeting to order at 7:00 p.m. at the Whisper Creek Clubhouse. Directors present: Matt Brown, Bob Christenson, Debbie Gwaltney, Tonya Holland, Mike Nist, Lynda Pace, Art Redfern, Rene Straub, Terry Tracy and Jim Wills. Directors absent: Steve Patterson, Jared Stehney (no proxies provided for either Director). Guests: Business Manager LeAnn Granic, Financial Manager Julie Shull and fourteen (14) neighborhood residents.

The January 14, 2019, Minutes were approved by e-mail. Guests were asked to sign-in. Comment cards were provided for guests to write down any comments and concerns, which have been addressed.

Financial Manager Julie Shull presented the Financial Report, with the motion to approve made by Director Bob Christenson and seconded by Director Redfern; passage was unanimous.

1. 585 of 661 statements were sent via e-mail. Seventy-six (76) statements were mailed.
2. 2018 financial information has been delivered to the auditor.
3. A copy of the checkbook register has been added to the financial statements provided to the members of the Board of Directors (BoD) prior to each board meeting. Positive feedback has been provided by a number of Directors regarding this addition.
4. As of February 11, 2019, no new attorney bills have been received. The current balance owed is \$29,888.25. This balance is subject to change pending any additional work completed by the attorneys on behalf of the WindStone Residential Association (WRA).
5. Funding of the road reserve has resumed, at a rate of \$9855.00 monthly. As funds become available, it is the intent of the WRA BoD to gradually replace amounts not placed into the road reserve account during the time in which that funding was suspended. Beginning February 2019, \$985.50 is being placed into the contingency fund on a monthly basis.
6. One resident has been turned over to the collection attorney for failure to pay dues. The WRA has paid court costs for this suit, and will be reimbursed once the resident begins making payments.
7. Gate deactivation continues to be effective for those residents who are delinquent in payment of their monthly dues.

Business Manager LeAnn Granic reported on the following:

1. Maintenance/Repairs:
 - a. A protective rubber pad was installed on the rear exit gate to protect vehicles in the event of gate swing-back. Both the material and the time to install this pad were donated by community volunteers.
 - b. The wooden bridges and handrails are in need of repair.
 - c. Ice melt was purchased from Felkner Landscaping and is being stored for future use.
2. Website/E-mail
 - a. The ability to send large e-mail blasts has been added to the Weebly subscription at a cost of \$270.00/year. This service will allow up to 20 e-mail campaigns of per month and will support regular communication (monthly newsletter, Minutes, election/special event reminders, and general notifications) with residents.
 - b. Renewal notification for the website domain and e-mail address was sent to an incorrect e-mail address, causing the WRA website and e-mail to be temporarily inaccessible. This situation has been corrected, and both the website and e-mail are now functioning properly.
3. RV Lot:
 - a. Residents received notification letters advising them of the increase in RV lot fees.
 - i. Residents were given a two-week grace period ending February 14, 2019 to vacate any unwanted lots for a full refund. Vacancies after February 14, 2019 will be refunded on a pro-rated basis.
 - ii. Five residents have vacated their RV spaces. Residents on the wait list have been contacted, and new RV space assignments are ongoing. Two names remain on the wait list for large spaces.
 - b. A large cargo trailer is currently parked in the rear RV lot in a non-designated space. A group e-mail with a photograph of the vehicle has been sent to all current RV lot tenants. Additional means of identifying the vehicle owner through the plate number are being pursued.
 - c. New gravel will be placed on the lots and weed treatment will occur as part of spring maintenance.

4. Upcoming Events:

- a. A Meet & Greet for WRA Board Nominees will be held Monday, February 25, 2019, at the Whisper Creek Club House. All nominees will be in attendance. Residents will receive an e-mail with details about this event and the event date and time will be posted on the digital sign.
 - b. The WindStone Golf Club Grill has been reserved for the 2019 WRA Annual Meeting on March 25, 2019. Residents will receive an e-mail when ballots are mailed.
5. Trash Service: Charlie Stephens has signed a three-year contract.
6. New Residents: Four new closings are expected to occur in February and one is set for early March. The newly revamped Welcome Letter will be mailed to the new residents. This letter contains relevant community information, including WRA contact information, and refers residents to the WRA website, where they can find important WindStone documents (bar code forms, ARB Guidelines, C&Rs, etc.).

Unfinished Business

1. Morris vs. WindStone: Mr. Morris has re-filed for Chapter 13 bankruptcy in Hamilton County, TN, after his first filing was dismissed due to an improper reorganization plan. Prior to this second filing, Judge House ruled from the bench that Mr. Morris was in contempt of court and would be required to report to jail. Before Judge House was able to enter a written order to that effect, Mr. Morris refiled the bankruptcy case, staying the contempt order. The WRA is considering filing a motion for relief from the bankruptcy stay. It is hoped that this action will prompt the bank to also file a relief motion, as the filing of motions for relief from the stay by both creditors holding a lien against the property will increase the likelihood of the stay being granted by the court.
2. Additions/Changes to the WRA Covenants and Restrictions and Architectural Review Board Design Standards:
 - a. Estate/Yard and Garage Sales:
 - i. Director Redfern has proposed changes to the current Garage and Yard Sale regulations, located in the Architectural Review Board Design Standards, Garage/Yard Sales, page 28. The recommended changes would be placed on the March 2019 ballot, and passage of these changes would require meeting the standards for amending the Covenants and Restrictions as per Part Four, General Provisions, Article II, Amendments.
 - ii. Exact verbiage of the proposed amendment is to be finalized and accepted by the Board of Directors prior to placement on the ballot. The proposed changes are:
 1. Adding Estate Sales to the current regulations prohibiting Garage and Yard Sales.
 2. Adding a fine of \$500 per day for violation of the regulation prohibiting such sales.
 3. Adding an opportunity to request an exception to this ban through the WindStone office forty-five (45) days prior to the sale date and voted on by the WindStone Board of Directors.
 4. Striking the current regulations from their location in the Architectural Review Board Design Standards, page 28, and placing them as a new amendment in the WindStone Covenants and Restrictions, Part Two, Article I, General Covenants, Section 34, Estate/Garage/Yard Sales.
 - iii. Director Nist made a motion to place Director Redfern's proposed changes to the current regulations regarding Garage and Yard Sales on the March 2019 ballot. Director Holland seconded the motion. The motion passed. Director Wills opposed the motion.
 - b. Reserve Fund:
 - i. Director Pace has proposed changes to the current Reserve Fund regulations, located in the Covenants and Restrictions, Part Three, Article III, Covenants for Maintenance Assessments, Section 5, Reserve Fund, page 39. The recommended changes would be placed on the March 2019 ballot, and passage of these changes would require meeting the standards for amending the Covenants and Restrictions (C&Rs) as per Part Four, General Provisions, Article II, Amendments.
 - ii. Exact verbiage of the proposed amendment is to be finalized and accepted by the Board of Directors prior to placement on the ballot. The proposed changes are:
 1. That the Road Reserve is to be funded by no less than five percent (5%) and no more than twenty percent (20%) of the regular assessment of the Members of the WindStone Residential Association (WRA) on a continual monthly basis. Every owner of property within WindStone is a Member of the WRA, as defined by the Covenants and Restrictions, Part Three, Article I, Membership and Voting Rights in the Association, Section 1, Membership.

2. That this fund is restricted to the sole use of repair of the roads and that any use of this fund for anything other than road repair must first be approved by the WRA Membership at a Special Meeting of the Membership.
 3. That disruption of financing of the Road Reserve must first be approved by the WRA Membership at a Special Meeting of the Membership.
 4. That there shall be no restriction on the total amount in the Road Reserve Fund and that the money in this fund be invested in bank deposit accounts insured by the Federal Deposit Insurance Corporation.
 5. That the additional Emergency Fund as currently defined in the C&Rs is to be financed by two percent (2%) of the regular assessment of the Members on a continual monthly basis and that the fund shall not exceed two percent (2%) of the regular annual assessment each year. This money shall also be invested in bank deposit accounts separate from those of the Road Reserve and insured by the Federal Deposit Insurance Corporation.
- iii. Director Tracy made a motion to place Director Pace's proposed changes to the current regulation regarding the Reserve Fund on the March 2019 ballot. Director Brown seconded the motion. The motion was approved.
3. Road Expenditures:
- a. The Lonesome Dove repair bid package was sent to two additional firms. Both of these firms responded with questions concerning this package. Details of the questions were not available due to the absence of Director Patterson.
 - b. Director Patterson is continuing to work with the contractor building a home on Windstone Drive to address other road and water mitigation concerns.
 - c. Director Tracy has volunteered to provide help with addressing road and infrastructure issues. He has requested a copy of the WindStone plat plan with the sizes and locations of all culverts in the subdivision.
4. Nominating Committee:
- a. The Nominating Committee met on January 21, 2019. As of February 11, 2019, five residents have submitted Nominee Profiles. Residents can continue to submit Nominee Profiles until February 15, 2019.
 - b. Nominee Meet and Greet: Please see Business Manager's Report, Item 4a.

New Business

1. Twenty-Four Hour Guard Survey: Director Tracy motioned that a survey question to address 24/7 guard service be included on the next ballot pending approval of wording for this survey by an e-mail of the Board by February 22, 2019. Director Nist seconded this motion. This motion was approved, with Directors Brown and Christenson voting "no" on this motion.
2. RV Lot: One resident addressed the Board of Directors concerning previously discussed RV lot parking arrangements.

Committee Reports

1. ARB: The ARB Committee addressed the following requests during the month of January, 2019:
 - a. Tree removal and/or landscaping changes were approved at the following locations:
 - i. 1827 Holden Farm Place
 - ii. 160 Lonesome Dove Lane
 - iii. 25 North Links Drive
 - iv. 142 Lonesome Dove Lane
 - b. Home repair requests:
 - i. 25 North Links Drive
 - ii. 522 Turtle Crossing
 - c. A deposit refund request was made for 67 Herron Lane.
2. Lakes: Director Brown will meet with a representative of the Georgia Division of Water Resources to conduct an inspection of the Lake Haven dam on February 27, 2019. This inspection is required by law.
3. Trash Service: Please see Business Manager's Report, Item 5.
4. RV Lot/Maintenance:
 - a. A number of complaints have been received regarding the RV Lot fee increase. Director Patterson has shared plans for the increased fee revenue. These plans include improving conditions of the lot, creating better lot marking and numbering, and potential enlargement of the lot. Several residents have volunteered to help with these activities.
 - b. Attempts are being made to identify the owner of a cargo trailer that is improperly parked in the lot.
5. Roads: Drainage issues continued to be identified and addressed.
6. C&Rs:

- a. Sixty (60) issues have been addressed since July, 2018. Eight (8) issues are currently active and are being addressed.
 - b. Director Redfern received a complaint that the drain in the playground continues to become clogged during heavy rains, causing the playground and a resident's backyard to flood.
 - c. Ongoing drainage issues in Whisper Creek are now being addressed by the Roads Committee.
7. Golf Course: No activity.
8. Landscaping:
- a. Tree removal in Whisper Creek has been completed. Per the owner of CutRate Tree Service, who provided the tree removal, trees in that area did lose their leaves early; however, it is his opinion that any additional trees in question are still alive. These trees will be reassessed in spring once new growth has become visible.
 - b. Director Nist has met with Craig Dilbeck to receive a quote regarding a one-time trimming of Green Giant Arborvitae trees planted along the alleyway in Whisper Creek. Mr. Dilbeck will also provide a quote for adding these trees to the current maintenance program, although Director Nist was advised that these trees were not part of the original landscaping plan and were placed there by a resident.
9. Special Events: Director Holland has volunteered to assist with the Yard of the Month and decorating competitions.
10. Security Committee:
- a. The arms on the rear gate have been replaced three times in the past month. New plastic bolts to secure the arms were purchased at Ace Hardware.
 - b. A belt in the rear exit gate had loosened and was causing the gate to open to only three-quarters of its range. Business Manager Granic locked the gate in the open position until repairs could be made. The belt has been tightened by Pegasus, and the gate is now functioning normally.
 - c. The motor on the back gate is still operating.
 - d. The track in the front exit gate was cleared of debris to maintain the function of the gate.
 - e. Matt Granic and Director Christenson placed a black rubber strip (purchased by Mr. Granic) on the rear exit gate to prevent scratching of vehicles, should drivers not wait for the gate to fully open before proceeding through. Director Christenson thanked Mr. Granic for his help, his efforts searching for the correct materials, and for the purchasing the materials needed to complete the repair.
 - f. The HVAC unit at the guardhouse continues to freeze up during extremely cold weather. This is the result of guards leaving the upper portion of the Dutch door open during such weather, and turning the heat up to counteract the influx of cold air. The guards have been asked to keep this door closed as often as possible. Director Christenson reported that one solution suggested by the HVAC maintenance person was placing a sliding window that can be easily opened and closed, rather being left open, to prevent this issue.
 - g. Director Christenson repeated his request to hire an on-call maintenance contractor to address ongoing maintenance issues.
11. Sewers: Please see Unfinished Business, Items 3b and 3c, and C&R Committee Report, Item b.
12. Playground: No communications or meetings of the committee were held since the January Board of Directors Meeting.

Director Tracy motioned that the meeting be adjourned. Director Nist seconded, and the motion passed unanimously. The meeting was adjourned by President Straub at 8:50 p.m. The next regularly scheduled meeting is March 11, 2019, at 7 p.m., at the Whisper Creek Clubhouse.

Respectfully submitted,

Deborah S. Gwaltney, Secretary

Rene Straub, President