

**WRA Special Meeting Minutes**  
**June 17, 2019**

President Wills called the Special Meeting to order at 7:01p.m. at the Whisper Creek Clubhouse. Directors present: Jordan Allen, Johnny Barnes, Justin Cash, Debbie Gwaltney, Tonya Holland, Mike Nist, Lynda Pace, Steve Patterson, Jared Stehney, and Jim Wills. Directors absent: Bob Christenson (proxy held by Jordan Allen), Past President Rene Straub (proxy held by Debbie Gwaltney) and Terry Tracy (proxy held by Mike Nist). Guests: Business Manager LeAnn Granic, and 2 (two) neighborhood residents.

The subject of this Special Meeting was the repair of Lonesome Dove Lane.

Directors Patterson and Wills have met numerous times with representatives from CTI Engineers, Inc. (CTI) and Bobby Swanson Construction to discuss final plans for the culvert repair of Lonesome Dove Lane. Several repair plans were proposed, with technical and engineering evaluations performed by CTI. CTI has recommended the repair contract be awarded to Bobby Swanson Construction (BSC) in the amount of \$309,244.00 (three hundred nine thousand, two hundred forty-four dollars) based upon overall cost; experience in projects of similar complexity; and consistency with the construction cost estimate, while remaining within the WindStone budget. Preliminary approval was given to CTI Engineers to present a Notice of Award (NOA) to BSC, so that necessary bonding and other procedures could be started. This preliminary approval was provided on the contingency that the repair contract be approved by a majority of the WRA Board of Directors.

The bid tabulation from BSC includes the following:

1. Erosion and traffic control.
2. Temporary road and/or placement of steel plates on the roadway to allow access to homes beyond the repair site for residents and emergency vehicles.
3. Removal of damaged culvert and roadway and associated tasks.
4. Placement of new 60 (sixty)-inch pipe and associated materials and tasks.
5. Repair of the roadway and curbing.
6. Driveway replacement and landscape restoration, as necessary.
7. Performance and Payment Bond

The repair is projected to last six weeks, with an additional two weeks allowed for weather or other unforeseen delays. Payments will be scheduled as follows: 20% (twenty percent) prior to the start of the project, two payments totaling 60% (sixty percent) during the course of construction, and 20% (twenty percent) following the successful completion of the repair. Residents affected by this construction will be notified via e-mail prior to the start of the project.

Director Steve Patterson motioned that Bobby Swanson Construction be awarded the Lonesome Dove Culvert Repair Project as presented, in an amount not to exceed \$309,244.00 (three hundred nine thousand two hundred forty-four dollars). Director Stehney seconded. The motion passed.

For their work associated with the engineering and bid process related to the awarding of this contract, representation on behalf of the WRA during the bidding process, oversight during the construction period, and verification that the project has been completed to all specifications, Director Patterson moved that CTI be paid an amount not to exceed \$35,000 (thirty-five thousand). Director Stehney seconded. The motion passed.

Director Nist motioned to adjourn the Special Meeting; Director Holland seconded. The motion passed, and the Special Meeting was adjourned by President Wills at 7:39 p.m.

The next regularly scheduled meeting is July 8, 2019, at 7 p.m., at the Whisper Creek Clubhouse.

Respectfully submitted,

Deborah S. Gwaltney, Secretary

Jim Wills, President