

WRA Minutes
January 13, 2020

President Jim Wills called the meeting to order at 6:58 p.m. at the Whisper Creek Clubhouse. Directors present: Johnny Barnes, Justin Cash, Bob Christenson, Debbie Gwaltney, Mike Nist, Lynda Pace, Steve Patterson, Jared Stehney, Terry Tracy, and Jim Wills. Directors absent: Jordan Allen (no proxy), Tonya Holland (proxy held by Johnny Barnes), and Past President Rene Straub (proxy held by Debbie Gwaltney). Guests: Business Manager LeAnn Granic and Financial Manager Lisa Crowder.

Director Christenson made a motion to approve the December 9, 2019 Regular Meeting Minutes. Director Patterson seconded and the motion passed.

Financial Report

Financial Manager Lisa Crowder submitted the following Financial Report:

1. The WRA currently holds Road Reserve Funds in three separate accounts, two of which are interest-bearing. Financial Manager Crowder requested that these accounts be consolidated into the interest-bearing First Horizon Road Reserve Account. The total amount of all three Road Reserve accounts is currently \$46,312.16 (forty-six thousand, three hundred twelve dollars and sixteen cents). The WRA is currently depositing \$9,855.00 (nine thousand eight hundred fifty-five dollars) monthly into the Road Reserve Fund held at First Horizon Bank.
 - a. Director Tracy made a motion to close the FNB Road Reserve Fund and transfer that balance (\$579.64 (five hundred seventy-nine dollars and sixty-four cents)) to the First Horizon Road Reserve Fund. Director Nist seconded the motion. The motion passed.
 - b. Account balances will be monitored so as not to exceed FDIC aggregate insured amounts.
2. Resident accounts continue to be brought up-to-date. Resident accounts which are more than \$200.00 (two hundred dollars and no cents) in arrears are being closely monitored, and efforts to bring these accounts up-to-date are ongoing.
3. Director Tracy and Financial Manager Crowder are working with the auditors to provide them with all information necessary to complete the required annual audit.
4. The WRA insurance policy is up for renewal. Director Tracy is working on this process.
5. Director Nist made a motion to approve the January 2020 Financial Report as presented. Director Stehney seconded, and the motion was approved.

Business Manager's Report

1. RV Lot:
 - a. The gate at the back RV lot continues to be left open on a regular basis. Those residents with space(s) in the RV lot were sent an email reminding them to lock the gate upon exiting.
 - b. A resident requested permission to install a carport to cover his property in his leased RV lot space. The resident was provided a copy of the "Guidelines for Installation of Structures in the WindStone RV Lot". Residents are required to adhere to these guidelines prior to the installation of any structure in the RV lot.
 - c. Additional lighting will be added to the RV lot, as previously discussed. NGEMC has yet to provide an installation date.
2. Annual Meeting:
 - a. The Annual Meeting will be held Monday, March 30, 2020 at 7:00 p.m. at the WindStone Grill. Homeowners have/will be notified of the time and date via e-mail, the monthly newsletter, and the digital board.
 - b. Homeowners interested in running for the WRA Board of Directors should contact Business Manager Granic to obtain a WRA BoD Nominee Profile form. These forms must be returned to Ms. Granic by February 12, 2020, for inclusion on the ballot. Any homeowner in good financial standing with the WRA may run for the BoD. A candidate "Meet and Greet" will be held Monday, February 24, 2020 at 7:30 p.m. at the Whisper Creek Clubhouse.
 - c. WRA Annual Meeting paper ballots will be mailed to the last known address of the homeowner, as per WRA C&R requirements. Ballots should be returned by March 25, 2020. A quorum of the WRA membership (332 (three hundred thirty-two homeowners/1 ballot per homeowner(s)/lot) must be received prior to the commencement of the Annual Meeting.
 - d. Please see the WRA Covenants and Restrictions, Part Three, Article I, Membership and Voting Rights in the Association, and the WRA Bylaws, Article V, Directors, and Article VI, Nomination and Election of Directors, for more information concerning the election of WRA Board Directors, quorum requirements, and other guidelines governing the Annual Meeting of the WRA Membership.

Unfinished Business

1. Morris Property:
 - a. A subcommittee will be convened for the purpose of providing recommendations for the disposal of the property located at 410 Lonesome Dove Drive. Directors Gwaltney, Patterson, Tracy and Wills have volunteered to serve on this committee.
 - b. This committee will meet as necessary to research and analyze potential disposal options. A recommendation of action will be provided to the full WRA BoD at the Regular Meeting to be held February 10, 2020.
2. Lake Wisley Spillway:
 - a. Phase One (installation of rip-rap) of the Lake Wisley spillway repair is ongoing. Work completed thus far has significantly reduced the amount of water leaking through the spillway, but has not yet completely stopped the leak.
 - b. Although recent rains have increased the depth of the water in Lake Wisley enough to safely turn on the fountain, they have also caused the project completion to be delayed. Repairs will continue as weather permits.

New Business

1. WRA Covenants and Restrictions: Amendments to the WRA Covenants and Restrictions approved by the membership during the WRA 2019 Annual Meeting are being incorporated into the current C&R documents. These documents will be updated with all governing authorities as required by law. An updated version of the C&Rs will be available on the WindStone website when these changes have been completed.
2. Stormwater Policy: A stormwater policy based on legal interpretation of the WRA C&Rs and intended to provide guidelines governing the reporting, assessment and repair of stormwater damage to private property is being drafted. This policy must be approved by the BoD before implementation.
3. Landscaping: A new contract has been negotiated with Dilbeck Landscaping to continue to maintain WRA common areas. This contract will run from January 1-December 31, 2020. Director Nist made a motion to approve this contract with Dilbeck Landscaping, at a rate of \$6,500.00 (six-thousand five hundred dollars) per month for the length of the contract. Director Tracy seconded. The motion passed.

Committee Reports

1. ARB: The ARB has reviewed and approved the following requests from WindStone homeowners during the month of December 2019:
 - a. Roof replacement (1)
 - b. Outside water repair (1)
 - c. New window addition and installation (1)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: Please see Business Manager's Report, Item 1.
5. Roads:
 - a. A new drainage ditch along a Whisper Creek alley has been dug. A speed bump recently placed on this alley will be resealed.
 - b. Dilbeck landscaping will provide a quote to landscape a portion of a resident's property abutting the Lonesome Dove culvert repair. Further action will be decided once the quote has been received.
6. C&Rs:
 - a. A total of twelve (12) items have been addressed this month. Of the twelve, six (6) have been resolved. These items include issues relating to parking (2), unleashed dogs (1), wood left in front of a home (1), and multiple issues (2).
 - b. Director Barnes has been working to solve numerous parking complaints. He will present a proposal to amend the current C&Rs to address parking guidelines at the February 10, 2020 regular BoD meeting. Wording of such an amendment would require WRA BoD approval before being placed on the ballot for the 2020 WRA Annual Meeting. Any amendments to the Covenants and Restrictions must be approved by 67% (sixty-seven percent) of all ballots cast once a quorum of ballots (50% +1) has been achieved. Please see WRA C&Rs, Part Four, Article II for more information.
 - c. Director Barnes is working with The Cattails HOA to address concerns regarding parking and street lighting.
7. Golf Course: No report.
8. Landscaping: Please see New Business, Item 3.

9. Special Events: The Holiday Lights Decorating Contest was held on December 15, 2019. Last year's winners acted as this year's judges. Trophies were awarded in the following categories: Most Festive Street (Lazy Circle Drive), Traditionally Elegant (1481 Whisper Way), and Martha Stewart/Best Overall (1743 Windstone Drive).
10. Security Committee:
 - a. The rear gate was hit one time in the past month.
 - b. The front gate rail was replaced as planned in December 2019.
11. Sewers: No report.
12. Playground: No report.

Director Barnes made a motion to adjourn the regular meeting at 7:46 p.m. Director Christenson seconded. The motion passed and the meeting ended at 7:47 p.m. The next regularly scheduled meeting is February 10, 2020 at 7 p.m., at the Whisper Creek Clubhouse.

Respectfully submitted,

Deborah S. Gwaltney, Secretary

Jim Wills, President