

**WRA Minutes**  
**July 12, 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: Gary Booth, Justin Cash, Debbie Gwaltney, Thomas Hickey, Tonya Holland, Lynda Pace, Doug Ross, Terry Tracy, and Jim Wills. Directors absent: Jordan Allen (no proxy), Johnny Barnes (proxy held by Tonya Holland). Guests: Business Manager LeAnn Granic, Finance Manager Lisa Crowder and three (3) residents.

Director Tracy made a motion to approve the June 14, 2021, Regular Meeting Minutes. Director Cash seconded. The motion passed.

#### Financial Report

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

1. The WRA remains in a favorable cash position, allowing the HOA to move forward on several maintenance and improvement projects. The collection process for residents who may have accrued dues' account balances is working well. Residents are encouraged to contact Financial Manager Crowder if they have questions about their account.
2. The May 2021 Financial Report was not available prior to the June 2021 meeting. It was provided to the BoD following that meeting. Director Tracy moved that the May 2021 Financial Report be accepted. Director Cash seconded. The motion passed.
3. Director Cash motioned that the June 2021 Financial Report be accepted. Director Pace seconded. The motion passed.

#### Business Manager's Report

1. Guardhouse: A defective refrigerator was replaced.
2. RV Lot:
  - a. Business Manager Granic met with several fencing companies regarding the repair/replacement of the RV lot fence. All companies recommended that vegetation that was entangled with the fence remain, as the plants provided a natural barrier. Areas with high weeds that are not entangled in the fence should be sprayed for removal; this task will be coordinated with Dilbeck Landscaping. All companies recommended that sections of the fence where holes had been cut be replaced, while leaving undamaged sections in place. No quotes will be provided until the weeds and vines have been removed.
  - b. Two (2) RV lot spaces were leased in the past 30 days.
3. C&Rs Violations and Rentals:
  - a. There continue to be complaints about a general lack of upkeep on WindStone homes that are being leased. These complaints are forwarded to the C&R chair who follows-up on them accordingly.
  - b. All homeowners and residents are expected to adhere to the guidelines put forth in the C&Rs. These guidelines can be found at [www.windstonehoa.org](http://www.windstonehoa.org), under the Forms and Documents heading.
4. Streetlights: Two (2) streetlight outages in Whisper Creek have been reported. A service call will be scheduled.
5. Cattaills Trashcan: A park trashcan, suitable for outdoors, will be ordered for placement in the overflow parking area off Windstone Drive.

#### New Business

No new business was undertaken at this meeting.

#### Unfinished Business

1. Drainage Ditch Maintenance:
  - a. Director Booth has reviewed the drainage ditch repairs for ditches which run from Lazy Circles Drive to Turtle Crossing, and the length of that drainage ditch from Windstone Drive to its northern terminus at the drainage pond, with Dilbeck Landscaping and Paris Construction. Both firms stated that the work could be completed in its entirety or in three phases.
    - i. Phase I would include the drainage ditch between Lazy Circles and Turtle Crossing.
    - ii. Phase II would go from the intersection of the two ditches, south to Windstone Drive; the current bid does not include replacement of the culverts that carry the water under Windstone Drive to Lake Wisley.
    - iii. Phase III would go from the intersection of the two ditches north to the drainage pond.
  - b. Paris Construction has offered a phased bid totaling \$46,200.00 (forty-six thousand two hundred dollars), with a discount if all three projects are completed together; their final bid is \$41,000.00 (forty-one thousand dollars). Dilbeck Landscaping offered no discount, with a final bid of \$44,354.40 (forty-four thousand three hundred fifty-four dollars and forty cents).

- c. Director Cash motioned that the WRA negotiate with Paris Construction to include completing all three phases of the project and sleeving the culverts under Windstone Drive for an amount not to exceed \$47,000.00 (forty-seven thousand dollars). Director Hickey seconded. The motion passed. As Paris Construction is currently contracted to complete several other projects within WindStone, Director Booth will meet with representative Chad Norman to determine if the company can reduce this cost even further.
2. Windstone Drive Sidewalk Extension:
  - a. Three bids have been obtained to extend the sidewalk along Windstone Drive from its current end near the Lake Wisley arch bridge to the intersection of Windstone Drive and Wisley Way. These bids ranged from \$18,400.00 (eighteen thousand four hundred dollars) to \$32,135.00 (thirty-two thousand one hundred thirty-five dollars).
  - b. Director Tracy motioned to pay RP Concrete Services \$18,400.00 (eighteen thousand four hundred dollars) to extend the sidewalk along Windstone Drive from its current end near the Lake Wisley arch bridge to the intersection of Windstone Drive and Wisley Way. Director Ross seconded. The motion passed.

## Committee Reports

1. ARB:
  - a. The ARB has reviewed and approved the following requests from WindStone homeowners in June 2021:
    - i. Tree removal (3)
    - ii. Exterior painting/restain garage door (1/1)
    - iii. Driveway extension (1)
    - iv. Add metal stairs to front steps and deck (1)
    - v. Screened porch reconfiguration (1)
    - vi. Down spout extension (1)
  - b. The ARB continues to remind residents that all exterior projects (new roofs, repainting, fences, pool installations, etc.) need to be approved prior to the onset of the work.
2. Lakes: No activity.
3. Trash Service: No activity.
4. RV Lot: Please see Business Manager's Report, Item 2.
5. Roads: Repair of a culvert and multiple potholes will begin in early- to mid-August, dependent upon weather.
6. C&Rs: The following C&R issues were addressed in the last 30 (thirty) days: lawn maintenance (2); unsightly conditions (1).
7. Golf Course: No activity.
8. Landscaping: No activity
9. Security/Gates:
  - a. Front Gates: The red and white reflective tape on the front gates is being replaced with black reflective tape.
  - b. Rear Gates:
    - i. The rear gate barrier arm on the entrance gate was knocked down three (3) times. One of the three cars was identified as belonging to a resident, who was charged \$171.00 (one hundred seventy-one dollars), which includes the cost of repair plus fine. All gates are monitored, and fines and repair costs will be assessed to residents who damage the barrier arms and/or gates.
    - ii. The operation of one of the barrier arms was being impeded by a tree branch. This branch has been trimmed, allowing the barrier arm to function properly.
    - iii. A new collar and pin mechanism were purchased to replace worn and damaged parts of the barrier arms.
10. Sewers: A sewer leak at the corner of Hawks Landing and Windstone Drive has been repaired by Rainbro, Inc.
11. Special Events: The July 2021 Yard of the Month was awarded to Delton and Amy Mullens, 9008 Tower Pines Cove.
12. Playground: The playground repainting project has begun but has been delayed due to rain. Once completed, the playground will remain closed for one week to allow the paint to properly cure.
13. Stormwater: Please see Unfinish Business, Item 1.

Following the acceptance of the Financial Report, Director Tracy moved to enter Executive Session for the discussion of legal matters. Director Ross seconded, and the motion passed. This timing was chosen to accommodate scheduling needs. All residents were asked to leave for the duration of the Executive Session, which convened at 7:09 p.m. Director Cash moved to close the Executive Session; Director Holland seconded. The motion passed and the Executive Session ended at 7:57 p.m. Director Cash moved to re-enter the Regular Meeting; Director Holland seconded. The residents who had attended the Regular Meeting were contacted, and the Regular Meeting reconvened at 7:58 p.m. Director Booth moved to adjourn the Regular Meeting; Director Pace seconded. The Regular Meeting closed at 8:40 p.m. The next regularly scheduled meeting will be held on August 9, 2021, at 7 p.m. at the Whisper Creek Clubhouse.

Respectfully submitted,

Deborah S. Gwaltney, Secretary

Jim Wills, President