

WRA Minutes
June 10, 2019

President Wills called the meeting to order at 7:00 p.m. at the Whisper Creek Clubhouse. Directors present: Jordan Allen, Justin Cash, Bob Christenson, Debbie Gwaltney, Tonya Holland, Lynda Pace, Steve Patterson, Past President Rene Straub, and Terry Tracy. Directors absent: Johnny Barnes (proxy held by Tonya Holland, Mike Nist (proxy held by Jim Wills), and Jared Stehney (proxy held by Steve Patterson). Guests: Business Manager LeAnn Granic, Financial Manager Lisa Crowder and three (3) neighborhood residents.

Guests were reminded to sign the attendance sheet.

Financial Report

Financial Manager Lisa Crowder and Director Terry Tracy submitted the following Financial Report:

1. Director Tracy reviewed the May 2019 Monthly Financial Executive Summary.
2. Financial Manager Crowder provided an explanation of accrual-based accounting.
3. Ms. Crowder suggested a flat-rate late fee for HOA dues, with a grace period until the 15th of the following month, after which the late fee would be applied to the account. She also requested that cash payments no longer be accepted, and suggested that dues only be paid either automatic withdrawal, via bank bill pay, or by personal check. Cash payments are often received without identifying information, thus making it difficult to properly apply these payments to the homeowner's account.
4. Director Gwaltney motioned to no longer accept cash payments for any reason, effective July 1, 2019. Past President Straub seconded; the motion passed.
5. Director Tracy moved to accept the Financial Report as presented, and Director Pace seconded. The motion passed.

Business Manager's Report

1. Maintenance and Repairs:
 - a. The new DVR was installed at the back gate, and is functioning properly.
 - b. Lenses for the rear gate cameras were cleaned and re-sealed.
2. RV Lot:
 - a. A portion of the fence in the large RV lot was damaged when parking a vehicle in an assigned spot. The resident responsible for the damage was contacted via e-mail, voice mail, and certified mail, regarding necessary repairs.
 - b. Stephens Garbage is doing a general clean-up of both RV lots during the week of June 10, 2019. They will be hauling away a small abandoned cargo trailer at this time.
 - c. Two new RV spaces were assigned during the week of June 10, 2019.
3. 1878 Windstone Drive: The new owner was contacted concerning an outstanding lien on the property. The owner has paid both this lien and lawn service charges incurred during the time in which the property stood vacant.
4. Residential Directory: The 2019 Residential Directory will be uploaded to the WindStone website soon; residents will be sent a link and sign-on instructions via e-mail. The directory will be password protected and accessible to WindStone residents only. The directory will be updated throughout the year with new resident information.

Unfinished Business

1. Road Expenditures:
 - a. Lonesome Dove: CTI has identified Bobby Swanson Engineering (BSC) as the best firm to complete the Lonesome Dove culvert repair. CTI has submitted new repair specifications to BSC for their consideration. This project must be approved by the state of GA and required permits must be granted prior to the start of construction. A Special Meeting will be called prior to a vote by the WRA Board for approval of this project.
 - b. Herron Lane: A culvert cover on Herron Lane has been damaged and needs to be replaced. Director Tracy motioned to replace this culvert cover at a cost of \$500.00 (five hundred dollars). Director Patterson seconded; the motion passed.
 - c. Whisper Creek Alleyway: Poor drainage has affected several areas within the Whisper Creek alleyways. Repairs of these areas will begin on June 11, 2019. Residents will be advised of these repairs via e-mail.

- d. Windstone Drive Drainage Issues: Water drainage remains a problem at a Windstone Drive home. The homeowner has devised a makeshift repair to divert water from running down his driveway into his home during periods of heavy rain. This issue has been determined to be the result of the last pavement overlay on Windstone Drive and home construction across the street. The WRA is working to find a solution to alleviate the drainage problem.
2. Drainage Issues: Drainage issues on private property abutting WindStone Golf Club (WGC) have continued as the result of debris accumulation within that culvert. The WRA has consulted the Geographic Information System and has determined this drain is not located on WRA common property, and thus, not the responsibility of the WRA. However, the WRA has been working with both the homeowner and WGC to clear this drain and keep it clear. These efforts have been only partially successful, due to continued dumping of debris along this culvert. This matter will be turned over to the homeowner for resolution.
3. Lake Wisley Spillway: Director Allen will meet with a representative from Passpointe Engineering on June 12, 2019 to discuss the Lake Wisley spillway repairs. Once the scope of the necessary repairs has been determined and prior to the onset of work, the plans must be approved by the state of Tennessee. Following approval by the state, Director Allen will meet with several contractors to obtain quotes for this work. A start date has not yet been determined.
4. Front Exit Gate Rail Repair: Director Allen will replace the full length of the broken front exit gate rail with a heavier gauge stainless steel rail. Traffic flow may be impeded for a short period of time while the rail is replaced.

New Business

1. Lonesome Dove Lawn Maintenance: The Morris property has become overgrown. It is the responsibility of property owners to maintain their property so as to prevent unsightly conditions. The WRA retains the right to enter properties which fail to meet these standards, and conduct such activities as necessary to bring the property up to standard. The WRA will consult with legal counsel before entering the property for mowing purposes. (Please see WRA Covenants and Restrictions, Part Two, Article I, General Covenants, Section 11, Unsightly Conditions and Section 26, Trespass; and Article IV, Functions of Association, Section 2, Authorized Services, Subsection (k)).
2. Minutes: Minutes will no longer be approved via e-mail. Instead, minutes will be provided to all WRA Directors for review prior to the next regularly scheduled meeting, when a vote to approve those minutes will be conducted. Following approval of the minutes, they will be posted to the WRA website.
 - a. Director Pace motioned to approve the minutes for the May 13, 2019 regular meeting of the WRA Board of Directors. Director Patterson seconded. The motion passed.
 - b. Director Christenson motioned to approve the minutes for the June 3, 2019 special meeting regular meeting of the WRA Board of Directors. Past President Straub seconded. The motion passed.
3. Whisper Creek Clubhouse: Verbal agreements regarding the use of the Whisper Creek Clubhouse by the WRA are being placed in writing.

Committee Reports

1. ARB: The ARB reviews exterior projects of WindStone homes prior to the start of these projects. They appreciate homeowners who adhere to the correct process to receive approval for this work. Documents needed to begin this process are located on the WRA website. The ARB Board reviews all proposed applications and visits each property prior to making an approval decision. Should a proposal not meet WRA ARB requirements, the homeowner will be asked to alter the proposal and resubmit for approval. The ARB Board has reviewed and approved the following requests from WindStone homeowners:
 - a. Removal/replacement of dead trees, shrubs, and other landscaping
 - b. Repainting of exterior and trim
 - c. Roofing and windows
 - d. Replacement/repair of deck
 - e. Other home repairs and upgrades, including addition of a pergola, addition of a screened porch, and driveway/sidewalk concrete repair.
2. Lakes:
 - a. Lake Wisley:
 - i. Algae Treatment
 1. Dye application will continue on a biweekly schedule until the end of October (ending date is weather-dependent and subject to change). The next treatment is scheduled for June 20, 2019.

2. Aquatic Resources Management will provide spot treatment of algae and duckweed around the bridge and edges of the lake.
- ii. Spillway Repair: Please see Unfinished Business, Item 3.
3. Trash Service: No activity.
4. RV Lot/Maintenance:
 - a. A total of four loads of gravel were spread on the upper and lower RV lots.
 - b. Stephens Trash Service will clean the lots of trash and accumulated debris.
 - c. Missing lot markers will soon be replaced.
 - d. Graybar Lighting is preparing a written proposal for improving lighting.
5. Roads:
 - a. The stop sign at the intersection of Windsor Lane and Circlestone Drive has been knocked down and needs to be replaced.
 - b. Please also see Unfinished Business, Item 1.
6. C&Rs: Twenty (20) total items have been addressed since May 13, 2019. Nine (9) of these issues have been resolved. Eleven (11) items are being followed: overgrown shrubs (5), unsightly conditions (2), parking (2), and dogs (2). One fine letter has been sent.
7. Golf Course: No activity.
8. Landscaping: Trimming of trees located on WRA common property is occurring as needed.
9. Special Events: June Yard of the Month was awarded to Tim and Vicky Cox, 9216 Windstone Drive. These winners were announced in the June newsletter. Monthly winners will be given the opportunity to help choose the next month's winner.
10. Security Committee:
 - a. Rear Gates: The rear gate arms were hit twice during the last month. Repairs to the arms have been completed.
 - b. Front Gates: The front residents' entry gate was hit, knocking the gate off the track, and requiring the gate to remain open until it was repaired. The vehicle causing the damage has not been identified. Pegasus Controls will be contacted to evaluate the electrical line leading to the automatic sensor which allows the gate to open and close, as it may have been damaged during the incident.
11. Sewers: No report.
12. Playground: Much of the playground equipment was vandalized, requiring repainting and pressure washing. Faith and Trey Searcy, Jeremiah Skipworth, and several board members volunteered their time to repair this damage. This help is much appreciated.

Resident guests were given an opportunity to address items of concern.

Director Tracy made a motion to adjourn the regular meeting and enter Executive Session for the purpose of discussing legal matters; Director Christenson seconded. The motion passed. The regular meeting was adjourned by President Wills at 9:12 p.m., and remaining guests were dismissed. The WRA Board entered Executive Session at 9:15 p.m. Director Tracy made a motion to close the Executive Session at 9:36 p.m. Director Patterson seconded and the motion passed. President Wills adjourned the Executive Session. 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