

WRA Minutes
May 10, 2021

Vice President Justin Cash called the meeting to order at 7:01 p.m. This meeting was held at the Whisper Creek Clubhouse. Directors present: Johnny Barnes, Gary Booth, Justin Cash, Debbie Gwaltney, Lynda Pace, Doug Ross, and Terry Tracy. Directors absent: Jordan Allen (proxy held by Johnny Barnes), Thomas Hickey (proxy held by Johnny Barnes), Tonya Holland (proxy held by Lynda Pace), and Jim Wills (proxy held by Justin Cash) Guests: Business Manager LeAnn Granic and three (3) residents.

Director Booth made a motion to approve the April 12, 2021, Regular Meeting Minutes. Director Barnes seconded. The motion passed.

Financial Report:

Director Tracy submitted the following Financial Report:

1. Finance Manager Crowder provided all financial statements via email to each Director prior to the meeting. Director Tracy also provided each Director with an Executive Summary prior to the meeting. There were no questions regarding this information.
2. The yearly expenditures remain favorable to budget. A work session will be held May 17, 2021, to discuss maintenance issues and other improvement projects.
3. Director Booth moved to accept the report as presented. Director Pace seconded. The motion passed.

Business Manager's Report

1. Gates and Cameras:
 - a. The barrier arm on the back gate continues to be knocked down several times a week; many of these occurred when vehicles "piggybacked" behind resident cars.
 - b. Forty-two (42) new barcodes were issued in the last 30 days.
2. RV Lot:
 - a. Quotes for repair/replacement of the RV lot fence are pending.
 - b. Gravel delivery will be scheduled for May, weather permitting.
 - i. Resident will be notified to move their items stored at the lot prior to delivery of the gravel.
 - ii. Gravel will be spread in the main/center areas of the lot. Residents may choose to independently move some gravel into their individual spaces if they wish.
 - iii. There are currently no large spaces available in the RV lot. Eight or nine small spaces are available for lease.
3. Communications:
 - a. The May newsletter was emailed to residents, and the website was updated. The May meeting minutes will be added to the website when they have been approved.
 - b. New residents have been added to the online resident directory and email distribution list. Four new residents were provided with welcome packets and barcodes.
4. Miscellaneous:
 - a. A resident has asked to replace the pine trees at the entrance of The Pines.
 - b. Quotes are being obtained for power washing of the guardhouse, front entrance monuments, and playground (benches, tables, equipment, and basketball court).

New Business

1. 2021 Annual Meeting:
 - a. COVID-19 restrictions for gatherings that were in place at the time of the scheduled 2021 WRA Annual Meeting prevented that meeting from occurring. All business normally addressed during the Annual Meeting, including announcement of the results of the election of Board Members, has been addressed at other Regular Meetings and relayed to homeowners via email, newsletter, and meeting minutes.
 - b. Director Tracy motioned that the 2021 WRA Annual Meeting be cancelled. Director Booth seconded. The motion passed.
2. Road/Stormwater Issues: A complaint has been received regarding stormwater flowing through the yard at 9231 Loch Haven. Several Directors are working to assess this issue and address, as necessary.
3. Landscaping:
 - a. A resident request to replace the pine trees at the entrance to The Pines has been received; the resident has indicated that he would purchase and install these trees, following Board guidance with respect to tree type, location, and timing.

- i. Director Barnes motioned to spend up to \$400.00 (four hundred dollars) for the purchase and installation of new pine trees at this location. Director Pace seconded. The motion passed.
 - ii. This resident volunteers on a regular basis to address many issues within WindStone, in particular with repairing the barrier arms at the rear gates. Director Tracy motioned to provide the resident with a \$25.00 (twenty-five dollar) gift certificate in appreciation for his ongoing efforts in maintaining and beautifying the neighborhood. Director Barnes seconded. The motion passed.
 - b. The sprinkler controller at the entrance to The Pines has broken and requires replacement. Director Cash motioned that Dilbeck Landscaping be paid an amount not to exceed \$500.00 (five hundred dollars) for the replacement of the sprinkler controller at the entrance to The Pines. Director Tracy seconded. The motion passed.
4. Security:
- a. Numerous complaints have been received regarding the appearance of the reflective tape which has been placed on the front gates to improve visibility.
 - b. Director Barnes motioned that up to \$100.00 (one hundred dollars) be spent for the purchase and installation of new reflective tape on the front gates (entry and exit). Director Tracy seconded. The motion passed.

Unfinished Business

1. RV Lot Fees:
 - a. A storage container has been abandoned on the lot; the former lessee has moved from the neighborhood and has stated that they do not wish to have the container and has given it to the WRA.
 - b. Director Barnes motioned that the large lot with the container be leased for \$400.00 (four hundred dollars) annually. Director Tracy seconded. The motion passed.
2. Windstone Drive Walking Bridge Repair: CTI Engineering has indicated an interest in inspecting the bridge structure and creating the engineering report necessary prior to commencement of any repairs. They have not yet completed this inspection. No other engineering firms have returned repeated requests to analyze the bridge, and the project remains on hold.
3. Water Main Proposal: Catoosa Utility District Authority (CUDA) has provided no more details on their proposal to replace the water main on Windstone Drive. No action will be taken at this time.
4. Culvert Repairs:
 - a. Director Tracy moved to pay Paris Restoration \$2,200.00 (two thousand two hundred dollars) to repair the cracked culvert cover on Lonesome Dove. Director Pace seconded. The motion passed.
 - b. Road and culvert issues should be reported to the Business Manager so that the repairs of these issues can be bundled.
5. C&R Fine Structure for Event-Based Violations:
 - a. Offensive and/or dangerous activities are prohibited by the C&Rs (C&Rs Part One, Article I, Section 1(q); Part Two, Article I, Section 15, Section 23, Section 30, and others). These activities are often event-based, and the current fine structure for other ongoing C&R violations is often not effective in deterring such events. Per the C&Rs, “the Association has the right to take any action deemed necessary to correct, remove, or abate any violations of the Covenants and Restrictions (C&Rs Part IV, Article IV, Section 2).”
 - b. Director Tracy motioned that a fine structure for event-based C&R violations, including, but not limited to, parking violations, use of non-standard vehicles, disturbing the peace, and the like, be addressed in the following manner:
 - i. A written warning will be issued for the first offense and reasonable deadline (if applicable) for correcting the offense will be provided.
 - ii. A \$100.00 (one hundred dollars) fine will be imposed for the second offense.
 - iii. A \$200.00 (two hundred dollars) fines will be imposed for the third offense and the bar codes for the resident’s vehicle(s) will be suspended for 30 (thirty) days.
 - iv. The board will directly address four (4) or more violations.
 - v. The current fine structure for damage to the gates will remain in place.

Director Barnes seconded. The motion passed.

Guest Speakers:

1. Resident Langdon Potts (who asked to be identified in the Minutes) addressed the BoD regarding a letter he had received alleging a C&R violation related to the use of low-speed vehicles in the neighborhood; no fines were assessed. He stated that these allegations were false and requested that the BoD officially retract these allegations in writing. The BoD has acknowledged his denial.

Committee Reports

1. ARB:
 - a. The ARB has reviewed and approved the following requests from WindStone homeowners in April 2021:
 - i. Tree removal (1)
 - ii. Exterior painting (7)
 - iii. New fence (1)
 - iv. Temporary dumpster (1)
 - v. Deck remodel (2)
 - vi. Update landscaping (3)
 - b. The ARB has reviewed and denied the following request(s) from WindStone homeowner(s) in April 2021.
 - i. Installation of temporary structure (1).
 - c. 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:
 - a. Lake Haven: The repair to the well pump line is holding. The fuse control box and water levels are being monitored.
 - b. Lake Wisley: Algae treatment/dye application has resumed, and swans will be relocated as necessary.
3. Trash Service: No activity.
4. RV Lot: Please see Business Manager's Report, Item 2 and Unfinished Business, Item 1.
5. Roads: Please see New Business, Item 2.
6. C&Rs: The following C&R issues were addressed in the last 30 (thirty days): lawn maintenance (4); dog nuisances (3); and parking (3).
7. Golf Course: No activity.
8. Landscaping:
 - a. Dilbeck Landscaping is now operating and maintaining the common area sprinkler systems.
 - b. Several trees which may require removal have been reported. These trees will be evaluated, and the issues addressed as necessary. These issues are generally held until several items can be addressed simultaneously.
 - c. Dilbeck Landscaping is mowing the grass at a vacant property on WindStone Drive.
 - d. Please also see New Business, Item 3(b)
9. Security: Please see New Business, Item 4.
10. Sewers: The holding tank on Wisley Way has been cleaned.
11. Special Events: The May 2021 Yard of the Month was awarded to Lynn Cotellese, 18 Brookgreen Lane.
12. Playground: Please see Business Manager's Report, Item 4(b).
13. Stormwater: Please see New Business, Item 2.

Director Tracy moved to enter Executive Session for the purpose of discussing liens and C&R violations. Director Barnes seconded, and the motion passed. The Executive Session convened at 9:02 p.m. Director Booth moved to close the Executive Session; Director Tracy seconded. The motion passed and the Executive Session ended at 9:14 p.m. Director Tracy moved to close the Regular Meeting; Director Booth seconded. The Regular Meeting closed at 9:15 p.m. The next regularly scheduled meeting will be held on June 14, 2021, at 7 p.m. at the Whisper Creek Clubhouse.

Respectfully submitted,

Deborah S. Gwaltney, Secretary

Justin Cash, Vice President