

**WRA Minutes**  
**October 18, 2021**

President Jim Wills called the meeting to order at 7:04 p.m. This meeting was held at the Whisper Creek Clubhouse. Directors present: Johnny Barnes, Justin Cash, Thomas Hickey, Tonya Holland, Lynda Pace, Doug Ross, Terry Tracy, and Jim Wills. Directors absent: Gary Booth (proxy held by Jim Wills) and Debbie Gwaltney (proxy held by Lynda Pace). Guests: Business Manager LeAnn Granic, Financial Manager Lisa Crowder and one (1) resident. This meeting was held in lieu of the meeting scheduled for October 11, 2021, which was cancelled due to unforeseen circumstances resulting in a lack of a quorum.

Director Cash made a motion to approve the September 13, 2021, Regular Meeting Minutes. Director Hickey seconded. The motion passed.

#### Financial Report

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

1. Financial Manager Crowder and Director Tracy reviewed the September 2021 financial statement and financial spreadsheet, which had been provided to the members of the board via email prior to the meeting. There were no questions.
2. Director Cash motioned that the September 2021 Financial Report be accepted. Director Ross seconded. The motion passed.

#### Business Manager's Report

1. Communications:
  - a. The October newsletter was emailed to residents and uploaded to the website. Following approval, the September Regular Meeting minutes will also be uploaded.
  - b. The WRA online resident directory has been updated, new residents have been added to the email notification list, and barcodes and welcome packets were provided to new residents.
2. Security:
  - a. Additional guards have been scheduled for Halloween, October 31, 2021. The guards have been briefed on Halloween protocol.
  - b. Fifty-two (52) Halloween guest passes have been issued to residents as of October 18, 2021.
3. Lighting:
  - a. Faulty lighting was replaced near the guardhouse and gates.
  - b. Two (2) streetlights were repaired in Whisper Creek.
4. Cattails Trashcan: The park trashcan is on backorder until January. It will be installed at the Cattails overflow parking lot upon arrival.
5. Barcodes: Fifty-four (54) barcodes have been issued in the past thirty (30) days.

#### New Business

1. Drainage: A homeowner on Meadowstone Circle has reported an area where a drainage pipe may be compromised, causing water to back up onto the street and into several yards during heavy rains. This problem will be assessed and addressed, as necessary.
2. Holiday Lighting:
  - a. Director Holland has received a quote from American Exteriors for installation and removal of the annual holiday lights and decorations in the amount of \$5,552.00 (five thousand five hundred fifty-two dollars). This does not include replacement of any items that may be worn or broken.
  - b. Director Holland moved that \$6,000.00 (six thousand dollars) be made available for the installation, removal, and repair/replacement of the holiday decorations. Director Cash seconded. The motion passed.
3. 2022 Security Contract:
  - a. Business Manager Granic provided board members with a proposed contract with Allied Universal, providers of WindStone guard service. Representatives for the company were unable to attend the rescheduled meeting and will tentatively present the proposal at the November 2021 meeting.
  - b. Director Barnes will contact other security companies for additional quotes.
4. Road Cracks:
  - a. Several roads in WindStone have cracks and/or other issues in the pavement. After contacting several companies, Director Pace met with ProSeal Paving (the only company to respond), who identified seven (7) areas that needed repaving and numerous areas in which cracking needs to be addressed.

- b. ProSeal has presented a bid for road repairs of \$19,557.00 (nineteen thousand five hundred fifty-seven dollars): \$16,057.00 (sixteen thousand and fifty-seven dollars) for asphalt repair, \$3,500.00 (three thousand five hundred dollars) for crack repair. Director Pace made a motion to proceed with the ProSeal bid, and Director Cash seconded. The motion passed.
5. Budget Work Session: Director Tracy stated that a budget work session to plan and prepare the 2022 budget will be held on October 25, 2021, at 7 p.m. at the Whisper Creek Clubhouse.

#### Unfinished Business

1. Landscaping:
  - a. A scheduling error occurred between Dilbeck Landscaping and Grass Monkeys, with regard to the application of weed control. This error has been corrected.
  - b. A landscaping project for Lake Wisley, tabled in September, was again tabled, pending further review.
2. Stormwater:
  - a. Cattails/Overlook Project:
    - i. Director Tracy stated that two (2) of the three (3) phases of the Cattails/Overlook drainage project have been completed, with only the section between homes on Lazy Circles and Cloverleaf Place remaining.
    - ii. A resident stated several affected homeowners, after meeting with the contractor, were concerned that the project was not proceeding as planned. Director Tracy stated that he was not present at that meeting but would follow-up with the contractor to get more information.
  - b. Windstone Drive Culvert: The sleeve for the Windstone Drive culvert is incorrectly sized and shaped for the current culvert; a solution is still being sought. Consultation with a hydrologist is a possibility.
  - c. Wisley Way: The pipe sleeves for the culvert on Wisley Way are on site and will be installed after the completion of the Cattails/Overlook project.
  - d. 9231 Loch Haven: Drainage repairs at this location are scheduled to begin at the end of October.
3. WindStone Signage: Director Pace is continuing to meet with signage companies and independent contractors regarding repainting/replacing the signage in WindStone.
4. CUDA Update: The proposed installation of a new water main along Windstone Drive by the Catoosa County Utility Authority (CUDA) is still being studied by their engineers. CUDA has stated that they will contact the WRA by Spring 2022 as to the status of this project.
5. Walking Bridge: Inspection of the walking bridge on Windstone Drive took place on October 5, 2021. A final report has not been received but should be available for the November 2021 meeting.

#### Committee Reports

1. ARB:
  - a. The ARB has reviewed and approved the following requests from WindStone homeowners in September 2021:
    - i. Tree removal (3)
    - ii. Exterior painting (1)
    - iii. Repaint fence (2)
    - iv. Install new metal fence (1)
    - v. Replacement of decking with composite material (1)
  - b. Home Construction Update: The ARB has regular contact with the builders of the three homes currently under construction within WindStone. The builds on Lonesome Dove and Blue Jay Parkway have been affected by supply chain issues but are currently moving forward. The build on Windstone Drive has been delayed due to unforeseen circumstances; Director Pace is working to have the Port-a-Potty removed from the property, as there is no current activity at that site. All residents are urged to exercise caution in these areas during the construction. Thank you for your patience.
2. Lakes: No activity.
3. Trash Service: No activity.
4. RV Lot: No activity.
5. Roads: Please see New Business, Item 4.
6. C&Rs: No report.
7. Golf Course: No activity.
8. Landscaping: Please see Unfinished Business, Item 1.
9. Security/Gates: Please see Business Manager's Report, Item 2 and New Business, Item 3.
10. Sewers: No activity.
11. Special Events:
  - a. October 2021 Yard of the Month was awarded to Robin and Sheri Lewis at 401 Lonesome Dove.

- b. Trick-or-Treating will take place on Sunday, October 31, 2021. Please also see Business Manager's Report, Item 2.
- 12. Playground: No activity.
- 13. Stormwater: Please see New Business, Item 1 and Unfinished Business, Item 2.

Director Cash moved to enter Executive Session for the purpose of discussing legal matters. Director Ross seconded, and the motion passed. The Executive Session convened at 8:32 p.m. Director Cash moved to close the Executive Session; Director Tracy seconded. The motion passed and the Executive Session ended at 8:54 p.m. Director Cash moved to close the Regular Meeting; Director Tracy seconded. The Regular Meeting closed at 8:55 p.m. The next regularly scheduled meeting will be held on October 11, 2021, at 7 p.m. at the Whisper Creek Clubhouse.

Respectfully submitted,

Deborah S. Gwaltney, Secretary

Jim Wills, President