

## **WRA Regular Meeting Minutes**

### **10/ 17/23**

Nate Ellwitz called the meeting to order at 7:00 p.m. The meeting was held at the Whisper Creek Clubhouse. The Directors in attendance were Nate Ellwitz, Loni Borkowski, Conor Latham, Terry Tracy, Lynda Pace, Mike Adkins, Jessica Henn, Doug Ross, and Mike Schillaci. Absent: Rene Straub and Jerry Young. Also present was the Business Manager, LeAnn Granic.

Guests: Six (6) residents

President, Nate Ellwitz, asked for a motion to approve the September 11, 2023, Board Minutes. Loni Borkowski made a motion to approve and was seconded by Mike Adkins. A vote was taken; eight (8) members voted yes, and member Doug Ross abstained. The motion passed.

Financial Report:

The Financial Report was presented by Assistant Treasurer, Terry Tracy. As of August 2023, the HOA is reporting total assets of \$2,138,313.19 and a net income of \$17,193.42 (YTD is \$103,850.93). A motion to accept the Financials was made by Conor Latham and seconded by Jessica Henn. The motion passed.

Guest Speakers: 2

One resident expressed concern about the resident gate being open during part of the day (8am - 4pm) and questioned why the Association changed the guard duty hours. A board member explained the schedule adjustment was necessary due to related cost increases.

Another resident presented the idea of having a food drive event in the neighborhood with collected donations going to a local food bank. The event would take place in the evening on October 30<sup>th</sup>. The Board approved the proposed event, and the specifics will be shared with residents when the details are finalized.

Old Business:

Windstone Drive culvert repair status: Terry Tracy reported the WindStone Drive culvert repair project is complete. He further reported that of the original, not to

exceed (NTE) amount, \$198,189 that the board previously approved for Talley Construction, the final billed amount was \$150,496, and of the \$42,000 previously approved NTE amount for CTI's project management, the final billing was in the amount of \$22,948.

Irrigation System and front gate landscaping update: Loni Borkowski reported the irrigation system at the front entrance is now working and any bushes damaged due to the recent drought will be replaced as covered under the warranty.

New Business:

LifeSpark Light quote: Loni Borkowski is currently working on obtaining quotes from vendors, including LifeSpark, to repair/replace the electrical system for the lighting at the entrance and for the trees lining WindStone Drive.

Dilbeck landscaping contract renewal: Loni Borkowski reported the current Dilbeck contract expires at the end of December 2023 and presented a proposed new three-year contract with Dilbeck in the amount of \$103,000. The new contract is approximately \$15,000 more than the previous contract but includes additional services, such as mulching trees on WindStone Drive and regular street drain cleaning. The increase also takes into account inflationary effects over the past few years.

A motion to approve the proposed Dilbeck Landscaping three-year contract was made by Conor Latham and seconded by Doug Ross. Eleven (11) members voted in favor of the motion and the motion passed.

Windstone Dr. tree damaged (hit by moving truck): Loni Borkowski reported the various arborists she contacted have been non-responsive. She will continue to make efforts to connect with a local arborist to treat the damaged tree.

Collapsed culvert (173 Blue Jay Parkway): Nate Ellwitz informed the board that a previously reported clogged culvert on a resident's property, upon further inspection, appeared to be collapsed and is causing stormwater issues on adjacent properties. After some discussion, the matter was tabled until board members have an opportunity to do an on-site visit and gather more information.

Reserve Study updates: Nate Ellwitz

- (a) Resident Advisory Committee feedback: Nate Ellwitz reported that upon review of the Reserve Study, members of the Resident Advisory Committee presented thoughtful follow-up questions to the appropriate board members and evaluated the related financial information and documents. At the conclusion, the members indicated their understanding of the Board's reasoning with regard to a necessary dues increase.
- (b) Dues Increase: Following discussion, the matter of a \$40/month dues increase, to cover budgetary needs for long term project expenses, was tabled until after the resident informational meeting scheduled for November 9, 2023. The matter will be revisited and voted upon at the November 13, 2023, board meeting.

Schedule annual budget work session: A board member work session to discuss the annual budget was scheduled for October 26, 2023.

A motion to adjourn was made by Terry Tracy and seconded by Conor Latham. The meeting concluded at 8:16 p.m. The next meeting will be held at the Whisper Creek Clubhouse on November 13, 2023, at 7:00 p.m.

Committee Reports:

Business Manager's Report:

LeAnn Granic, Windstone Business Manager reported that:

1. C&Rs: Continued working with C&R Chairperson to address multiple issues in the neighborhood, including notification follow-up letters and tracking sheet updates.
2. Gates, Cameras, and Guardhouse: (a) 49 new barcodes issued in the past 30 days. (b) Schedule service visit for repair of license plate camera and restocked barcodes.
3. RV Lot: Coordinate final payment to Action Fence for fence repair.
4. Streetlights: (a) Schedule streetlight outage repairs (Overlook & Whisper Creek). (b) Obtaining quotes for street light post repair on Blue Jay Pkwy.
5. Communications: Newsletter, website, and digital sign. (a) October newsletter sent to residents, (b) Halloween guest pass form uploaded to website and began distributing passes to residents. (c) Two new residents

moved into the neighborhood. They were added to the email notification list and provided with welcome packets and barcodes. (d). Uploaded various financial documents to the Homeowners Only portion of the website, along with a link to the Reserve Study. (e) Sent various neighborhood email alerts to residents and responded to multiple resident voicemails and emails.

ARB: Lynda Pace reported that the following applications were reviewed and approved by the ARB in September 2023:

1. Pool addition (1)
2. Landscape update (2)
3. Awning addition (1)
4. Screen porch addition (1)
5. Tree removal (2)
6. Repainting (2)

Stormwater: Terry Tracy reported that the Windstone Dr. culvert project began on 10/2/23. The anticipated duration of the project is estimated at 2 weeks (weather permitting). Nate Ellwitz reported that the committee is taking action on clearing the brush from the drain on Blue Jay Pkwy to enhance better water flow.

Trash: No activity

C&R's: Rene Straub reported that the following issues were addressed over the past month:

1. Unsightly conditions / overgrown lawn & weeds (6)

Lakes: Terry Tracy reported the Lake Wisley fountain will be turned back on when the water level is back to normal.

Roads: Terry Tracy reported that the speed hump relocation was completed.

Community Planning: Jessica Henn reported that the Fall Yard Sale is scheduled for October 28, 2023.

Special Events/Playground: No new activity.

Gates and Security: No update.

Landscaping: No update.

RV Lot: The fencing repairs/ replacement have been completed.

Golf Course: No new activity.

Sewer: No new activity.

Trash: No update.

Respectfully submitted,

Rene Straub, Secretary

Nate Ellwitz, President