

WRA Minutes
September 13, 2021

President Jim Wills called the meeting to order at 7:03 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: Johnny Barnes (proxy held by Thomas Hickey). Guests: Financial Manager Lisa Crowder and one (1) resident.

Director Cash made a motion to approve the August 9, 2021, Regular Meeting Minutes. Director Pace seconded. The motion passed.

Financial Report

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

1. Several residents have fallen behind on their accounts and have been contacted by Financial Manager Crowder. The collection process for residents who may have accrued dues' account balances is generally working well. Residents are reminded to inform the Financial Manager of any banking changes which may affect direct withdrawal of their monthly dues.
2. All deposits to the Road Reserve are being made at First Citizens Bank, as FDIC limits have been reached at First Horizon Bank.
3. Director Cash motioned that the August 2021 Financial Report be accepted. Director Booth seconded. The motion passed.

Business Manager's Report

1. RV Lot: Dilbeck Landscaping has completed the RV lot maintenance which included removal of overgrowth on the fence and additional weed spraying and cutting.
2. Communications:
 - a. The September newsletter was emailed to residents and uploaded to the website. Following approval, the August 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 four (4) new residents.
 - c. Responded to resident concerns and inquiries regarding C&R complaints, ARB requests, RV lot requests, and the like. Continue to work with prospective home buyers, real estate agents, guardhouse guards, and others, as necessary.
3. Cattails Trashcan: The park trashcan is on backorder. It will be installed at the Cattails overflow parking lot upon arrival.
4. Barcodes: Forty (40) barcodes have been issued in the past thirty (30) days.

New Business

1. Landscaping:
 - a. The landscaping lights along Windstone Drive have been repaired or replaced, as necessary. Director Cash moved that LifeSpark be paid \$450.00 (four hundred fifty dollars) for completion of this work. Director Ross seconded. The motion passed.
 - b. Director Cash has met with Scenic City Arborists with regard to the trees lining Windstone Drive at the main entrance. Scenic City Arborists examined 68 (sixty-eight) trees, recommended a five-year pruning schedule for these trees, and identified 14 (fourteen) trees which they determined to be most urgently in need of pruning. Director Tracy moved that the pruning schedule suggested by Scenic City Arborists be implemented and that they be paid \$4,800.00 (four thousand eight hundred dollars) for the initial work. Director Ross seconded. The motion passed.
 - c. Director Cash met with Grass Monkeys regarding weed control on WindStone common properties. They suggested implementing an annual eight (8) application weed control program, with possible aeration and overseeding. Director Ross moved that Grass Monkeys be paid \$3,042.00 (three thousand forty-two dollars), paid incrementally following each treatment, for the recommended weed control program. Director Pace seconded. The motion passed.
 - d. Director Tracy met with Dilbeck Landscaping regarding additional landscaping at the Lake Haven entrance. Dilbeck has proposed adding an additional grouping of pampas grass, day lilies, hollies, hydrangeas and fire nandinas to this area. Director Booth moved that Dilbeck Landscaping be paid \$1,360.00 (one thousand three hundred sixty dollars) to complete this installation. Director Ross seconded. The motion passed.
2. Halloween:
 - a. Trick-or-Treating will take place on Sunday, October 31, 2021. As in years past, in an effort to provide increased safety for those who wish to participate in Trick-or-Treating, additional security will again be present at the front entry gate and at the entry to The Overlook. Cones will be placed along Windstone Drive, and parking is prohibited on this road. Drivers are reminded to drive slowly and be cognizant of any pedestrians.

- b. Households hosting parties should complete the Halloween Guest Pass Request Form on the WRA website (www.windstonehoa.org) and return the completed form to the Business Manager by October 27, 2021, to allow time for processing. Use of these passes facilitates visitor entry to the neighborhood on Halloween and helps to prevent back-ups at the front gates.
 - c. The decision to participate in Halloween activities remains the choice and responsibility of individual households and does not construe endorsement of such activities by the WRA.
3. Playground: The border has been installed around the mulched area of the playground. Director Holland moved to spend not more than \$750.00 (seven hundred fifty dollars) to install hardwood mulch at the playground. Director Hickey seconded. The motion passed.

Unfinished Business

1. Drainage Ditch Maintenance: Director Booth has met with the residents who will be directly affected by the drainage ditch project and has received access authorization from those residents. The project will begin with the slipline installation at Windstone Drive and proceed north from there. This project is weather-dependent.
2. 9231 Loch Haven: Director Booth moved that RP Concrete be paid \$7,400.00 (seven thousand four hundred dollars) to install a storm inlet with associated grate and discharge piping at this location, per the specifications provided to the WRA. The homeowner will be provided a disclaimer stating that the WRA does not guarantee the effectiveness of this installation, nor is the WRA responsible for any damages to the property which may occur in relation to this project. Director Cash seconded. The motion passed.
3. WindStone Signage: Director Pace is continuing to seek additional quotes from Signarama and FastSigns for the replacement of the WindStone signs at the front gate. She will request that Ortwein adjust their quote to include replacement of the wooden support structure behind the signs in the scope of work.
4. Walking Bridge: Many options to repair the walking bridge on Windstone Drive have been discussed. To ensure that appropriate repairs to this bridge are addressed, it has been determined that an inspection of the bridge structure by an engineering firm is necessary before any repairs can be made. Director Cash moved that Volkert Engineering be paid \$9,000.00 (nine thousand dollars) to complete an above-water bridge inspection and provide a written report to the Board of Directors. Director Ross seconded. The motion passed.

Committee Reports

1. ARB:
 - a. The ARB has reviewed and approved the following requests from WindStone homeowners in August 2021:
 - i. Tree removal (2)
 - ii. Exterior painting (1)
 - iii. Window replacement (1)
 - iv. Deck replacement (1)
 - v. Porch replacement (1)
 - vi. Siding replacement (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 1.
5. Roads: Several attempts to contact Chad Norman with Paris Restoration regarding pothole and other road repairs have been made, with no response. Repair timelines are uncertain.
6. C&Rs: The following C&R issues were addressed in the last 30 (thirty) days: trailers (2 (1 ongoing)); yard maintenance (1 ongoing); unsafe parking (1); subletting (1); overgrown trees (1).
7. Golf Course: No activity.
8. Landscaping:
 - a. Director Cash has been working with the Whisper Creek HOA and their sprinkler system service company to address a potential leak under Holden Farm Place near the neighborhood entrance. Several options to repair this leak are under consideration.
 - b. Following a resident complaint concerning maintenance of the island in the rear cul-de-sac of The Pines, it was determined that the island is in similar condition to others in the neighborhood. It appears that this island has previously had a sprinkler system. A quote is being sought from Dilbeck Landscaping regarding making this system operable again.
9. Security/Gates:
 - a. New reflective tape has been added to the resident gate at the front entrance. Tape will be applied to the exit gate once that gate has been power washed.

- b. Two young men riding four-wheelers entered the neighborhood near the RV lot. Director Barnes spoke with these individuals, who were visiting a friend and stated that they did not know that these vehicles were not permitted in the neighborhood. They have agreed to stop their activity, and no further action was deemed necessary.
 - c. The back entrance gate was stuck in the open position and the loop detector was replaced. The back gates also underwent annual maintenance.
10. Sewers: No activity.
11. Special Events:
- a. September 2021 Yard of the Month was awarded to Jim and Sue Rozell at 1825 Windstone Drive.
 - b. Trick-or-Treating will take place on Sunday, October 31, 2021. Please also see New Business, Item 2.
12. Playground: A new border was installed around the mulched area of the playground on September 11, 2021. New mulch will be placed in this area. Please also see New Business, Item 3.
13. Stormwater: Please see Unfinish Business, Item 1.

Director Cash moved to close the Regular Meeting; Director Booth seconded. The Regular Meeting closed at 9:11 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