

WRA Minutes
September 9, 2019

President Wills called the meeting to order at 7:02 p.m. at the Whisper Creek Clubhouse. Directors present: Johnny Barnes, Justin Cash, Bob Christenson, Debbie Gwaltney, Tonya Holland, Mike Nist, Lynda Pace, Steve Patterson, Past President Rene Straub, Terry Tracy, and Jim Wills. Directors absent: Jordan Allen (proxy held by Tonya Holland) and Jared Stehney (proxy held by Steve Patterson). Guests: Business Manager LeAnn Granic, Financial Manager Lisa Crowder, Don Dawson of Dawson Plumbing, and seven (7) WindStone residents.

Director Patterson motioned to approve the August 12, 2019 Regular Meeting Minutes. Director Barnes seconded and the motion passed.

Director Holland motioned to approve the July 22, 2019 Special Meeting Minutes. Director Pace seconded and the motion passed.

Financial Report

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

1. Director Tracy reviewed the August 2019 Monthly Financial Executive Summary.
2. Financial Manager Crowder stated that she has legally updated several liens. She is working with residents to resolve late dues.
3. Bank Accounts:
 - a. WindStone Residential Association currently has accounts at three (3) different banks. The Road Reserve funds held in accounts at First Citizens Bank (FCB) and FNB Bank (FNB) have been diminished due to the Lonesome Dove culvert/road repairs. Other operating accounts are held by First Tennessee Bank (FTB). Financial Manager Crowder recommended that the WRA open a new, interest-bearing Road Reserve account at FTB, while maintaining minimum required deposit amounts at FCB and FNB. Doing so will facilitate the monthly transfer of funds from the WRA checking account to the Road Reserve account.
 - b. Director Tracy made a motion to open an interest-bearing Road Reserve Fund account at First Tennessee Bank. Past President Straub seconded. The motion passed.
4. Director Christenson motioned to approve the August 2019 Financial Report as presented. Director Tracy seconded, and the motion was approved.

Business Manager's Report

1. RV Lot:
 - a. The RV back lot gate lock was severely damaged as a result of vandalization. A new lock has been installed, and a spare lock will be stored in the WRA office. All current keys will continue to open the new locks.
 - b. Dilbeck Lawn Services sprayed both RV lots for weeds.
2. Rear Gate Barrier Arm:
 - a. A new motor for the rear entrance gate will be installed during the week of September 9, 2019.
 - b. Google Maps has confirmed receipt of the request made by Business Manager Granic to update the WindStone GPS location from the rear gate to the front gate. This confirmation of receipt does not constitute confirmation of implementation of the request.
 - c. Business Director Granic is exploring various signage options for redirecting visitors and contractors to the front gate.
 - d. The rear gate barrier arms continue to be damaged by drivers. Residents who damage these arms will be assessed fines and repair costs according to the new fee schedule approved by the WRA Board in August 2019.
3. Playground: Stephens Garbage Service was contacted to remove a pile of yard debris in the playground area, which had accumulated over time. Meadowlands residents were contacted and reminded not to place yard waste in the playground.

Unfinished Business

1. Morris Property:

- a. The Morris property was purchased by the WRA via credit bid at the Foreclosure Sale held at the Catoosa County Courthouse on September 3, 2019. Directors Nist and Tracy placed padlocks on all doors and posted “No Trespassing” signs on the property that day. Two entrances were left unsecured because of missing doors.
 - i. Director Tracy motioned to spend a total of \$700.00 (seven hundred dollars) to place plywood over the unsecured openings (\$500.00 (five hundred dollars) to Hank Mallicoat) and to reassemble the garage door (\$200.00 (two hundred dollars) to Roger Castleberry) to fully secure the house. Past President Straub seconded. The motion passed.
 - b. The WRA is now responsible for disposing of the property.
 - i. Director Holland will request copies of the previous Catoosa County inspection reports to determine the structural status of the property. These reports will be used to help determine further steps necessary to dispose of the property.
2. Road Expenditures:
 - a. Lonesome Dove:
 - i. Repairs to the damaged culvert are approaching completion. The repair has taken longer than expected due to weather delays and some unforeseen issues uncovered during the course of the work. The BoD wishes to thank residents on Lonesome Dove for their patience throughout this process.
 - ii. This repair has diminished the Road Reserve Fund significantly. \$9,855.00 (nine thousand eight hundred fifty-five dollars) is transferred on a monthly basis from the General Fund to the Road Reserve Fund.
 - b. The drainage culvert cover on Herron Lane is scheduled to be repaired on September 11, 2019.
 3. Lake Wisley Spillway: The engineering report has not yet been received.

New Business

1. Guest Speakers:
 - a. Don Dawson of Dawson Plumbing addressed the board regarding the importance of grinder pump maintenance. Mr. Dawson is very experienced with the WindStone sewer system, and has worked on many grinder pumps in the neighborhood. He urged homeowners to regularly maintain their grinder pumps and locate their system check valve, which is located near the street, calling the check valve “the most important part of the system.” Check valves may have been deeply buried at the time of construction, and it is the responsibility of the homeowner to locate and bring the check valve to street level.
 - b. Mr. Dawson will meet with Business Manager Granic to prepare a statement for the newsletter regarding grinder pump maintenance.
2. Open Burning: Open burning of materials has resulted in the need for residents to call the fire department on at least two occasions. Several residents addressed the BoD regarding this matter. Director Barnes requested that the WRA BoD review and clarify the current open burning policy (Covenants and Restrictions, Part Two (Covenants, Restrictions and Affirmative Obligations Applicable to Development of WindStone), Article I (General Covenants), Section 22 (Open Burning), page 22).
3. Research Study:
 - a. Dr. Daniel Gaillard of the Dalton State College School of Science, Technology and Mathematics has requested permission to conduct a research project on WindStone property, focusing on water elements. This study will include observing turtles, trapping, marking and releasing them back to the areas in which they were trapped. The purpose of this study is to identify the types and movement patterns of these turtles over time.
 - b. Dr. Gaillard has offered to conduct a “Show and Tell” program to allow WindStone residents to see the different types of turtles in our neighborhood. This presentation will be geared toward children. Residents will be notified when this presentation is scheduled.
 - c. Director Christenson motioned that Dr. Gaillard be given permission to conduct this study. Director Pace seconded. The motion passed.
4. Tree Removal: A total of fourteen (14) trees on WindStone common property have been identified as in need of trimming and/or felling and removal. Director Nist motioned that CutRight Tree Service be paid \$2,500.00 (two thousand five hundred dollars) for the topping, felling, and/or removal of these trees. Director Tracy seconded. The motion passed.

Committee Reports

- a. The ARB has reviewed and approved the following requests from WindStone homeowners:
 - i. Tree removal and landscape updates (5 homes)

- ii. External repairs and updates (2 homes)
 - iii. Roofing (1 home)
 - iv. Replacement of wooden fence with metal fence (1 home)
 - v. Screen porch addition (1 home)
 - vi. Pool installation (1 home)
- b. The ARB denied one request to install vinyl siding, which is not permitted on WindStone properties. The homeowner will have to resubmit a request for this project, using a WindStone approved siding choice. The ARB will review this submission when it is received.
2. Lakes: Please see Unfinished Business, Item 3.
3. Trash Service: Please see Business Manager's Report, Item 3.
4. RV Lot/Maintenance: Please see Business Manager's report, Item 1.
5. Roads: Please see Unfinished Business, Item 2.
6. C&Rs: Eighteen (18) items are currently being addressed, three (3) of which have been resolved. These items include the following: unsightly yard and/or house conditions (8), parking conditions (3), noise disturbance (1), barking dog (1), and multiple issues (1). One fine letter has been sent addressing unsightly house conditions.
7. Golf Course: No report.
8. Landscaping:
 - a. LifeSpark is repairing lights on common property throughout WindStone.
 - b. Tree removal continues throughout WindStone common property (please see New Business, Item 4.)
9. Special Events:
 - a. The September Yard of the Month was awarded to Bob and Patsy Christenson, 34 Windsor Lane. These winners were announced in the September newsletter. Monthly winners will be given the opportunity to help choose the next month's winner.
 - b. The Fall Yard Sale has been scheduled for September 28, 2019 from 8 a.m. to 12 p.m. at New Heights Baptist Church. A \$5.00 (five dollar) cash donation will be collected from each seller and donated to the church. As with the Spring Yard Sale, removal of unsold items will be the responsibility of the homeowner. No pick-up of unsold items will be provided.
 - c. Christmas Lights: Director Gwaltney will contact Elite Property Maintenance regarding the installation of the Christmas Lights.
10. Security Committee:
 - a. Rear Gate:
 - i. The barrier arm on the back gate has been damaged so often that it has become necessary to cut down the length of the arm and redrill the bolt holes. The arm may need to be replaced soon.
 - ii. Please see Business Manager's Report, Item 2 and New Business, Item 2.
 - b. Front Gate:
 - i. The front resident's entry gate became jammed on Labor Day. The gate has also been damaged over time by residents who fail to wait for the gate to fully open before proceeding through, or by individuals attempting to clear the gate as it is closing. This has caused the gate to become misaligned and operate improperly. Residents are urged to allow the gate to fully open before moving forward, and to refrain from attempting to clear the gate when it is closing.
 - ii. It is WindStone policy that visitors entering through the front gate after 9 p.m. are required to show photo identification to the guards before being granted entry to the neighborhood.
11. Sewers: Please see New Business, Item 1.
12. Playground: Please see Business Manager's Report, Item 3.

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

Director Nist made a motion to adjourn the meeting at 9:46 p.m. Director Tracy seconded. The motion passed. The next regularly scheduled meeting is October 14, 2019, at 7 p.m., at the Whisper Creek Clubhouse.

Respectfully submitted,

Deborah S. Gwaltney, Secretary

Jim Wills, President