

Windridge Co-Owners Association, Inc.
Board of Directors Meeting Minutes #2015-9
August 17, 2015

The meeting of the Board of Directors of Windridge Co-Owners Association, Inc. was held on August 17, 2015, in the Board Room of Laurel Hall at Phi Kappa Psi, Indianapolis, Indiana. Board President, Rick Alexander, presiding; Eleanor Keppler serving as Secretary.

ATTENDANCE

Directors Present:

Class of 2015	<u>X Ron Renner, Vice-Pres.</u>	<u>X William Pert</u>	<u>X Tom McNulty</u>
Class of 2016	<u>X Tom Eggers, Treas.</u>	<u>X Marion Dunson</u>	
Class of 2017	<u>X Rick Alexander, Pres.</u>	<u>X Eleanor Keppler, Sec.</u>	<u>X Jane Loiselle</u>

Staff Present: Doug Beyers, Prop. Mgr. X Darcy Heyerdahl, Office Mgr.

OWNERS COMMENTS

Marilyn Renner suggested that the board consider renting or purchasing an electronic speed monitor to be placed at various places throughout the neighborhood with the purpose of encouraging residents to follow the posted speed limits. She shared a photograph of such a monitor that is effectively used in the neighborhood of her lake cottage.

CALL TO ORDER

President Alexander called the meeting to order at 7:00 PM, and asked for approval of the Minutes of the previous Board Meeting. Renner moved, and Eggers seconded, a motion to approve the Minutes of the Board Meeting held on July 20, 2015 as submitted, which was approved unanimously by the Board.

ACKNOWLEDGEMENT OF PREVIOUS BOARD ACTION

None

OFFICERS' REPORTS

President's Report – Rick Alexander. Alexander announced the appointment of Lynne Tobin as Nominating Committee Chair for the 2015 election of Board members whose terms will begin on January 1, 2016. She will be seeking at least four candidates to fill three positions of three years and one position of one year brought about by a vacant position on this year's Board.

Any co-owners interested in running for the Windridge Board should contact Lynne between now and October 1, 2015 and include a brief resume outlining their background, qualifications, and experience which will be shared with residents prior the election at the Annual Meeting in December.

Lynne's email is lytobin@yahoo.com and she may be reached via telephone at 590-6471.

Alexander reported that work on the community building commenced today. He thanked, Mayor Liaison, Gary Loveless, for his assistance in obtaining the final permits needed in order to begin construction.

Alexander reminded the Board of the following upcoming responsibilities:

- September meeting – budget proposal received from committee followed by meeting(s) for board to finalize
- October meeting – board nominations announced
- November meeting – town hall meeting with budget presentation
- December 13th – Annual meeting
- January 2016 – information for Annual Report due

Vice President's Report – Ron Renner. No report

Secretary's Report – Eleanor Keppler. No report other than the previously approved Minutes of the July 20, 2015 Board Meeting.

Treasurer's Report – Tom Eggers. A written report was submitted, followed by a verbal summary, a copy of which is included with these Minutes. Eggers noted that a CD for \$16,000 has been purchased. This investment is equal to the office rent and is the first step to reimburse the Capital Reserve fund for the cost of the community building. He noted that for the first seven months of the year we are over budget in the area of siding replacement and snow removal. In other the areas we are under budget.

Manager's Report - Doug Beyers. A detailed written report was submitted, a copy of which is included with these Minutes. In Beyers' absence Office Manager, Darcy Heyerdahl, reviewed his report.

Mayor's Liaison – Gary Loveless. Loveless shared the following pertinent information:

- Indiana State Fair continues through August 23th.
- Storm water rate information meetings continue. See the schedule on the city's web site.
- Be aware of closures on I-65.
- Mayor Ballard is presenting his final budget request tonight.
- Our city councilman, Stephen Clay, has opened an office near Walmart
- Loveless is available to talk to residents on Tuesday mornings at Lincoln Pancake House.

COMMITTEE REPORTS

Architectural – Marion Dunson. Dunson reported on the following requests:

Homeowner at 5246 Whisperwood Lane requests to replace the front door with new door one like the one being replaced. Pert moved and Loiselle seconded that the request be approved. The motion passed unanimously.

Homeowner at 5258 Windridge Drive requests to convert the deck to a screened-in porch. After review of the drawings, it was determined that before the Board votes upon the request more information is needed related to the pitch of the roof and the support footings. A building permit will be needed.

Homeowner at 5236 Windridge Drive requests approval to install a hot tub on the upper deck. The Board is concerned that submitted plan does not provide for sufficient support for the weight of the tub. Before voting, more information is needed related to the footings. A building permit will be needed for this project.

Budget & Finance – Eleanor Keppler. On August 4th, the new members of the budget committee met to review the process. The total committee met on August 11th for Property Manager Beyers to present his budget proposal. At that meeting Eggers gave a financial overview of the association. Committee chair, James Higgs, surveyed the committee members related to budget priorities. Dates for additional meetings were set. The committee will have a budget proposal for the board at the September meeting.

Cathedral High School – Ron Renner. The report will be given as new business.

Human Resources – Rick Alexander. Alexander reported that it was necessary to dismiss an employee due to negligence. Since the position is seasonal, it will not be filled this late in the year. He asked that residents be understanding and that it may take longer for work requests be completed.

Insurance – Ron Renner. Considering recent security concerns and the fire, Renner emphatically encouraged residents to review their homeowner’s policy to be certain that they have adequate coverage. He recommended that everyone inventory possessions and photograph valuables.

Landscaping – Jane Loiselle. Loiselle submitted a detailed report that is included in these Minutes. The report outlines four landscaping requests that the committee recommends for Board approval. After a brief discussion Loiselle moved and Renner seconded that each of the requests be approved. The motion carried unanimously.

Long Range Advisory Planning – Tom Eggers. No report

Maintenance & Grounds – Bill Pert. No report

Marketing/Communications – Tom McNulty. No report

Phi Kappa Psi – Tom Eggers. Eggers talked to a Phi Kappa Psi representative regarding updates on the Emerson Way project and neighborhood security issues.

Rules & Regulations – Eleanor Keppler. No report.

Security – Marion Dunson. Dunson reviewed the following security actions:

No trespassing signs on surrounding fences	Nineteen signs installed, sixteen signs on order
Privacy fences at end of cul-de-sacs	Not yet completed
Motion camera	Installed, no recorded action;
Gate codes	Will be changed.
Motion detector lights	Two samples in office for viewing; Neighborhood Watch captains will take orders.
Dialog with Cathedral High School related to cars entering and leaving their parking areas	Will continue as needed
Truck theft	Returned one week later in better condition than when taken; detective is working on the case.
Garage lights	All are working if there is electricity available
Fence between Windridge and Cathedral	Repaired

The board agreed that Tom McNulty be reimbursed for the cost of the security camera (\$173.00) and the card.

Social – Tom McNulty.

August Wine Time was hosted by Eileen Scott and well attended. Jim and Linda Klausmeier will host the next Wine Time event on September 4.

The fall wiener roast will be Saturday, October 10th with Sunday October 11th as the rain date. There will be more details forthcoming.

OLD BUSINESS

A. **Up-date on Construction:** Construction started today. Footings were dug and concrete poured before the rains halted work for the day. Alexander thanked Jack Mart and Jim Klausmeier for their persistence in obtaining the needed permits. It is expected that the building be under roof in 60 to 90 days. After that time, Windridge employees will work to finish the inside.

B. **Update on Neighborhood Watch:** Two additional captains are being trained. Memos have been sent to captains related to security events. Monthly Jim Loiselle and a board member are touring the neighborhood after dark to make certain street, perimeter, and garage lights are working.

C. **Update on Cathedral:** Our attorney has sent Cathedral a letter stating that if we do not have a reply by Friday, August 21st, we will proceed through the courts. Then we can dig the hole to determine the cause of the drainage problem. There should be a report on the cause at the next meeting.

D. **5205 Windridge Drive remodel:** No action

E. **Millersville Neighborhood Association:** Eggers summarized the Millersville Neighborhood activities. A written is included with these Minutes.

F. **Investment Committee:** Eggers reported that the committee of Eggers, McNulty, Eileen Scott and Jon McKinley met and discussed the possibility of Windridge investing a portion of our Capital Reserve Funds in order to get a better return on our money. This idea was recommended by our accountant, Glen Comer, in order for us to keep our homeowner's fees as low as possible. We have learned that other condo associations have made such investments with positive results. A bylaw change is necessary in order for Windridge to take advantage of any investments other than those that are federally insured. Eggers has talked with our accountant and he is drafting a letter to inform our residents of investment possibilities.

NEW BUSINESS

A. **Long-range vision:** McNulty opened a discussion of offering amenities that would make Windridge attractive to more potential buyers and improve the recreational opportunities for our residents. Ideas for using the tennis court for shuffle board, bocce ball, pickle ball, and perhaps installing a basketball hoop were mentioned. The possibility of creating a dog park and/or community garden was suggested. After discussion, McNulty agreed to form a committee to investigate the placement and costs of expanding recreational activities.

B. **Empty condominiums:** Keppler posed the question if there is anything the Board can do to encourage owners who have vacant units to rehab these units and/or sell them. Since the demand for homes in Windridge is high, it seems that this is a prime time to sell. The landscaping around units that sit empty tends to be neglected and this lowers the value of the surrounding properties. After discussion, it was concluded that there is nothing we do can do legally as long as the owner is current on assessments. We can require all homeowners care for their landscaping in the foundation areas and provide electricity for garage lights. If these foundation areas are not maintained, the association can charge a fee for that maintenance.

COMMENTS FROM RESIDENTS:

Tom McNulty asked how completion of work orders to residents is communicated. Darcy explained the work order procedure.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned by Alexander at 8:45 PM.

NEXT MEETING

The next regularly scheduled meeting of the Windridge Board of Directors will be held at 7:00 PM on Monday, September 21, 2015 in the Board Room of Laurel Hall at Phi Kappa Psi, Indianapolis, Indiana.

Respectfully submitted,

Eleanor Keppler

Eleanor Keppler, Board Secretary

**TREASURER'S REPORT
JULY 2015**

K = Thousands () = Negative Numbers

Community Building

Total Cost through July \$ 49.3 K

July Month Expenses compared with Budget

Major Repairs/Replacements	\$ 13.7 K	Over Budget Siding/Painting 13.5 Over Budget
Building Maintenance	5.1 K	Over Budget Termite/Pest Control 5.1 Over Budget
Grounds Maintenance	6.4 K	Over Budget Lawn Care 11.2 Over Budget Others (net) (4.8) Not spent
Water & Sewer	(1.6) K	Under Budget
Others (net)	<u>3.5 K</u>	Over Budget
Month Total	<u>\$ 27.1 K</u>	Over Budget

July Year-to-date Expenses compared with Budget

Grounds Maintenance	(8.5) K	Under Budget Snow Removal 17.9 Over Budget Others (net) (26.4) Under Budget
Building Maintenance	(7.6) K	Under Budget Roof Repairs 2.8 Over Budget Others (net) (10.4) Under Budget
Major Repairs/Replacement	\$ 7.8 K	Over Budget Siding/Painting 93.3 Over Budget Others (net) (85.5) Erosion, Driveways, Sidewalks
Maintenance Supplies	(6.8) K	Under Budget - Ice Melt purchased last year
Salaries & Wages	(3.7) K	Under Budget - Timing
Water & Sewer	(10.6) K	Under Budget - Less outside watering
Others (net)	<u>(9.8) K</u>	Under Budget
YTD Total	<u>\$ (39.2) K</u>	Under Budget

Year 2015 Forecast Expenses compared with Budget

Major Repairs/Replacement	50.5 K	Over Budget Siding/Painting 50.5 Over Budget
Others (net)	<u>(37.1) K</u>	Under Budget
Year Total	<u>\$ 13.4 K</u>	Over Budget

Windridge Co-Owners Association, Inc.
 Revenue & Expense Report
 For the Seven Months Ended July 31, 2015

8/13/15

	Actual			Budget	Over/(Under)
	Oper Fund	Reserve Fund	Total	Total	Budget
Revenue					
Regular Assessments	316,208	210,984	527,192	522,802	4,390
Water & Sewer Assessments	66,308	-	66,308	67,667	(1,359)
Special Assessments	-	220,200	220,200	220,195	5
Phi Psi Reimbursement	9,767	-	9,767	6,754	3,013
Total Revenue	392,284	431,184	823,467	817,418	6,049
Expenses					
Grounds Maintenance - 3rd Pty	91,726		91,726	100,262	(8,536)
Building Maintenance - 3rd Pty	23,280		23,280	30,850	(7,570)
Major Repairs/Replace - 3rd Pty		275,303	275,303	267,500	7,803
Maintenance Supplies	7,041		7,041	13,800	(6,759)
Salaries & Wages	121,913		121,913	125,567	(3,654)
Payroll Taxes/Benefits	13,679		13,679	14,185	(506)
Water	23,503		23,503	29,166	(5,663)
Sewer	33,540		33,540	38,500	(4,960)
Insurance	42,321		42,321	44,917	(2,596)
Legal & Professional	11,399		11,399	12,542	(1,143)
Security Expense	2,765		2,765	3,628	(863)
Office Expense	10,233	-	10,233	10,267	(34)
Rent	9,216		9,216	9,333	(117)
Bad Debts	(235)		(235)	4,375	(4,610)
Depreciation	-		-	-	-
Interest Expense	-		-	-	-
Total Expenses	390,379	275,303	665,682	704,892	(39,210)
Other Income					
Interest Income	896		896	-	896
Miscellaneous Income	968		968	-	968
Total Other Income	1,864	-	1,864	-	1,864
Revenue over/(under) Expenses	3,769	155,881	159,650	112,526	47,124

Manager's Report

Doug Beyers

Weather Delay due to Rain- May, June, and July were the second consecutive wettest months in history.

2015 Siding Repair and Painting- Wood replacement is complete. The painters are working on the last home. Only touch up Painting remains to be completed.

Community Building- We have our structural permit and will begin the foundation the week of August 17 as weather permits. The building site has been surveyed and marked. We are asking residents not to enter the construction area. This is for your own safety. We are also asking residents not to park in the spaces next to the tennis courts Monday through Friday.

Our accounting review was June 4, 2015. We are still waiting for the report.

Removal of dead ash trees continues. The trees are being killed by emerald ash bore. Please notify the office of any dead trees that are not marked with a red dot so they can be added to the list of trees to be removed.

Sidewalk replacement and driveway replacement - Replacement of driveways and sidewalks are underway. We have replaced one shared drive, shared walks in front of town houses, and thirteen additional walks.

Driveway seal coating bids are in process. All asphalt drives are on a 3 year rotation.

MILLERSVILLE AT FALL CREEK VALLEY – Update

Tom Eggers

Millersville at FCV was created in 2009. Among other things it has encouraged development of the Village and surrounding area and improved connectivity for the benefit of the neighborhoods around it. The many changes being made will enhance Windridge as a great place to live.

Emerson Avenue Changes

The Indianapolis Department of Public Works has been very helpful and responsive to the Millersville committee in developing changes to Emerson Avenue. The road from 46th Street to Kessler Blvd will be undergoing changes to calm traffic speeds and improve safety. Lanes will be repainted to reduce the through lanes leading to the Village to one in each direction. The curb lanes will be converted to bike lanes with a 6 foot buffer between autos and bikes.

Fall Creek Trail Improvements

Another DPW project will improve and widen the Fall Creek Greenways Trail from 46th Street to 56th Street. The project will include a connecting path from the Emerson Bridge to the FC Trail.

Pond Park Development

The small pond bordered by 56th Street and Fall Creek Parkway North Drive has been undergoing significant changes. The Millersville Beautification Committee along with the Parks Department and significant grant money are transforming the overgrown pond to a nice pocket park. Look for concrete benches and tables and a great sculpture financed by Keep Indianapolis Beautiful and the Indianapolis Arts Council.

Walmart Village Market

When shopping, look for the great 3 foot by 4 foot photographs on the wall as you check out. There are nine of them. They depict Millersville when it was a mill area and also as it is today. They were produced by M@FCV and financed by a grant from Walmart.

New Retail Strip

Ground will be broken soon for a building for retail shops. It will be located in the grassy area to the west of the Walmart store.

For More Information

Arrange to receive the Millersville Newsletter. Make your request to be added to the email list by sending your email address to Kim Robertson at kgrobertson@sbcglobal.net. Also check out the Millersville web page at www.millersvillefcv.com.

Landscape/Beautification Liaison Report

Jane Loiselle

A. Landscape requests:

1. **Residents at 5211 Windridge Dr** submitted a Landscape Proposal Form to:
Redo their court yard and side beds. They submitted a detailed plan and will do the work themselves.
The association has agreed to take down several dead/dying pine trees & yews plus trim trees hanging on the roof. All plants are on the approved list.
The committee recommends Board approval. So moved.
2. **Residents at 5326 White Marsh Ln** submitted a Landscape Proposal Form to:
Redo their backyard landscaping. They submitted a detailed plan. All plants are on the approved list.
All work will be done by Copper Canyon Landscape, who has done work in for others in Windridge.
The committee recommends Board approval. So moved.
3. **Residents at 5258 Hawks Point Rd** submitted a Landscape Proposal Form to:
Remove old low evergreens across three front windows and replace with three green velvet boxwoods.
Their yard helper, Ernie Sevilla, will do the work.
The committee recommends Board approval. So moved.
4. **Residents at 5405 Greenwillow Rd** submitted a Landscape Proposal Form to:
Redo front, side & back gardens using native plants on the approved list.
Greenscape Geeks - Scientific & sustainable care for your lawn & gardens – will do the work.
The committee recommends Board approval. So moved.

B. Update - Front Gate Beautification Project – budget funded using our staff

The old, overgrown trees and shrubs will be trimmed/replaced by the front gate wall similar to work done at the back gate wall.

The weather & manpower have delayed progress.

C. Landscaping Committee

1. **Update - Burning Bush Eradication Project** –another fast growing & high maintenance plant we are addressing. Due to security issues, we are going to be trimming all Burning Bushes to below windows.
2. **Update - Honeysuckle eradication** continues
3. **Update - Tree Removals** continues.
4. **Update - Corner gardens** –If you see a garden that needs tending and you'd like to help please do so. If you see a weed you want to pull, please do so! **Thanks to all volunteers!!!**
5. **Update - Wildflower gardens** – They are in bloom – Enjoy!
If you see a weed you want to pull please do so! **Thanks to all volunteers!!!**
6. **Thanks to all residents for planting and maintaining** foundation plantings and individual gardens. Just take a walk or ride around to enjoy all the colorful gardens!