

**Windridge Co-Owners Association, Inc.  
Board of Directors Meeting Minutes #2015-10  
September 21, 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: X Doug Beyers, Prop. Mgr. X Darcy Heyerdahl, Office Mgr.

**OWNERS COMMENTS**

Kathleen Roman asked the board to clarify the policy regarding treating diseased trees. The white pine trees behind her house appear to be diseased. There have been three evaluations of the trees with differing opinions of the problem and treatments. Dunson volunteered to take branch samples to the Marion County office of Purdue Cooperative Extension for the horticulturist to evaluate and recommend treatment. Loiselle pointed out that Windridge does not have precedent or a budget line for treating diseased trees.

**CALL TO ORDER**

President Alexander called the meeting to order at 7:20 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 August 17, 2015 as submitted, which was approved unanimously by the Board.

**ACKNOWLEDGEMENT OF PREVIOUS BOARD ACTION** None

**OFFICERS' REPORTS**

**President's Report – Rick Alexander.**

Alexander outlined the following upcoming board activities:

October 1	Nominations for board due to Lynne Tobin
October 5 and 12	Budget review meetings
October 14	Exhibits provided for Cathedral law suit
November 11	Town Hall Meeting
December 13	Annual Meeting

**Vice President's Report – Ron Renner.** No report

**Secretary's Report – Eleanor Keppler.** No report other than the previously approved Minutes of the August 17, 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 due to the higher than budgeted cost of siding and painting we are over budget in major repairs category. We are under budget in operations. Overall we are over budget 13.4 thousand for the year.

**Manager's Report - Doug Beyers.** A detailed written report was submitted, a copy of which is included with these Minutes. Beyers commented that he has moved ahead with replacing sidewalks replacing 26 this year at average cost of \$1,500 to \$1,600 per sidewalk.

Beyers stated that Windridge will be responsible for the \$10,000 insurance deductible for the fire damage to 5206 Fawn Hill Court. It is estimated that our company's costs will be \$100,000. He emphasized that each homeowner needs to review the rules and regulations to be knowledgeable regarding the coverage of association's insurance company. Everyone needs make sure they have adequate personal homeowner's insurance to cover potential losses.

Loiselle asked if there can be a permanent "no prune" list for residents who wish to complete their own pruning of shrubs. After discussion it was determined that since some residents change their requests frequently, that it is best for the office to be notified each cycle. It is recommended that residents use email to make such requests.

**Mayor's Liaison – Gary Loveless.** Loveless commended the board operations. He reported on several upcoming city events which may be of interest.

- Mayor's Community Service Awards will be presented September 22<sup>nd</sup>.
- Andy Lutes, DPW director, is retiring.
- On October 5, there will be an opportunity to drive an electric car at the circle between the hours of 11:00 a.m. and 1:30 p.m.
- October 14<sup>th</sup>, Pro Bona legal services are available.
- October 17<sup>th</sup>, "Things That Work" sharing of ideas.
- Great Schools Guide is available.
- Rapid Bus Transit is moving ahead.

## **COMMITTEE REPORTS**

**Architectural** – Marion Dunson. Dunson reported upon the following requests:

Homeowners at 5258 Windridge Drive altered the roof line on the previous request to enclose the deck. The change will help avoid ice damming which could cause roof damage. Keppler moved and Pert seconded that we approve the revised plans. The motion passed unanimously.

Homeowners at 5236 Windridge Drive had previously submitted plans to install a hot tub. The board requested more information related to support of the tub. There has been no additional communication.

**Budget & Finance** – Eleanor Keppler. Keppler reported the committee of Jim Higgs, chairman, Charles Boyle, Bonnie Chastain, Dan Evard, Eileen Scott, Mike Spalding and William Wrege propose the budget submitted to the board at this meeting. After the board has the opportunity to review the proposal, Jim will meet with the board to answer questions.

**Cathedral High School** – Ron Renner. Renner obtained permission from Cathedral to close off the area between the fences by installing fence at each end.

**Human Resources** – Rick Alexander. No report.

**Insurance** – Ron Renner. Renner will begin meeting with the insurance company within the next 30 days to obtain a bid for next year. We expect the cost to increase.

**Landscaping** – Jane Loiselle. A detailed report is attached to these Minutes. This month there are requests by residents at 5341 White Marsh Lane, 5401 Greenwillow Road, and 5201 Greenwillow Road. The submitted

plans all meet approved standards. Loïselle moved and Renner seconded that the requests be approved as submitted. The motion carried unanimously.

**Long Range Advisory Planning** – Tom Eggers. No report

**Maintenance & Grounds** – Bill Pert. A written detailed written report is attached to these Minutes. Pert reminded us to expect an increase on the fall property tax statement due to the increase in Storm Water Utility rates. Please refer to the report for the web site to learn more about your rate.

**Marketing/Communications** – Tom McNulty. Please visit the updated web site <http://www.windridgecondos.com> and read the attached written report for more information.

**Phi Kappa Psi** – Tom Eggers. No report

**Rules & Regulations** – Eleanor Keppler. No report

**Security** – Marion Dunson. Since there was a break-in on September 5<sup>th</sup>, the board held a special meeting to revisit security options. Dunson reported upon the following discussion points:

- Removal of under growth along the Cathedral fence Beyers has acquired a bid from a private contractor to remove the brush, the trees and stumps between the fences, and clear 15 foot each side of the fence after the Cathedral fence ends. The estimated cost is \$20 to \$25 thousand. If approved, this will be a winter project.
- Removal of fence on Windridge side Beyers mentioned the possibility of removing the fence between Cathedral and Windridge on the Windridge side and double facing the Cathedral fence. This would make the area easier to maintain and be more attractive. There would be a disadvantage of dependency upon Cathedral to maintain their side of the fence. Renner agreed to discuss the option with Cathedral administration.
- Gate access by police Pert is working to solve the problem of the police access at the gate. The police department will be given Windridge street addresses to be coded into their dispatch system. Then when responding to a 911 call, the code to enter the gate will be in the system to use to enter the gate if the YELP system does not work. The YELP entry system has been successfully tested. New signs identifying the YELP system will be attached to the gate entry posts.
- Inform residents of latest burglary The board asked Neighborhood Watch Coordinator Jim Loïselle to write and distribute a letter to all the residents regarding the latest burglary.
- Cooperation with Cathedral McNulty has met with Cathedral's security people to investigate options working together to increase security for both.
- Individual home security audit Dunson and Jim Loïselle will work together to develop a safety audit that individual residents may use to evaluate the safety of their homes.
- Communication with IMPD Dunson stated that the letter from the board to Commander Bailey was helpful in opening communication between the police department and the neighborhood.

**Social** – Tom McNulty. A detailed written report is included with these Minutes. **Please plan to attend the Wiener Roast on October 10<sup>th</sup>!**

### **OLD BUSINESS**

A. Construction: The building is progressing without problems. See the attached Manager's Report.

B. Cathedral Drainage: The law suit is moving ahead to a possible trial. We have received a subpoena from Cathedral's attorney requesting information.

C. Remodeling of 5205 Windridge: Beyers has received stamped drawing from the architect and the engineer for the project. The proposal is structurally sound and the homeowners have been able to obtain building permits. Keppler moved and Loiselle seconded that the project be approved. The motion passed unanimously.

**NEW BUSINESS**

A. Mission Statement: McNulty proposed that the board develop a written statement of mission and purpose to use as a guide in decision making. Resident, Jon McGann, who serves as a consultant to organizations, is willing to share his expertise of the process of nonprofit boards determining the organization's mission and purpose. The board agreed to meet in December to hear McGann's presentation and begin work on defining our mission and purpose.

B. Work Order Policy: McNulty expressed concerns of the present work order system. After discussion of the present system, board members Renner, Pert, McNulty and resident, Tom Ulsas, formed a committee to review the present system and suggest possible improvements.

C. Invite Police to Picnic: Pert asked if it would be agreeable to invite officers to attend the October 10<sup>th</sup> neighborhood Wiener Roast. All thought that it was a great idea.

**ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned by Alexander at 9:25 PM.

**NEXT MEETING**

The next regularly scheduled meeting of the Windridge Board of Directors will be held at 7:00 PM on Monday, October 19, 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  
AUGUST 2015**  
K = Thousands ( ) = Negative Numbers

Community Building

Total Cost through August      \$     87.5 K

August Month Expenses compared with Budget

Major Repairs/Replacements	\$     16.1 K	Over Budget	Siding/Painting (37.6) Under Sidewalks/Driveways 46.8; Trees 7.0 Over
Building Maintenance	(5.4) K	Under Budget	Termite/Pest Control (8.0) Under
Grounds Maintenance	2.9 K	Over Budget	Water Mains/Hydrants 8.6 Over Others (net) (5.7) Under
Water & Sewer	(0.4) K	Under Budget	
Others (net)	<u>(2.2) K</u>	Under Budget	
Month Total	<u>\$     11.0 K</u>	Over Budget	

August Year-to-date Expenses compared with Budget

Grounds Maintenance	(3.9) K	Under Budget	Snow Removal 17.9 Over Others (net) (21.8) Under
Building Maintenance	(14.6) K	Under Budget	Termite/Pest Control (7.6) Under Foundation/Crawl Spaces (7.3) Under
Major Repairs/Replacement	23.9 K	Over Budget	Siding/Painting 55.7 Over Others (net) (31.8) Erosion, Driveways Under
Maintenance Supplies	(6.8) K	Under Budget	- Ice Melt purchased last year
Salaries & Wages	(4.0) K	Under Budget	- Timing
Water & Sewer	(11.0) K	Under Budget	- Less outside watering
Others (net)	<u>(11.7) K</u>	Under Budget	
YTD Total	<u>\$   (28.1) 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 Eight Months Ended August 31, 2015**

9/17/15

	Actual			Budget	Over/(Under)
	Oper Fund	Reserve Fund	Total	Total	Budget
<b>Revenue</b>					
Regular Assessments	360,242	241,124	601,366	597,487	3,879
Water & Sewer Assessments	75,781	-	75,781	77,333	(1,552)
Special Assessments	-	220,200	220,200	220,195	5
Phi Psi Reimbursement	9,767	-	9,767	7,719	2,048
<b>Total Revenue</b>	<b>445,790</b>	<b>461,324</b>	<b>907,114</b>	<b>902,734</b>	<b>4,380</b>
<b>Expenses</b>					
Grounds Maintenance - 3rd Pty	112,285		112,285	116,200	(3,915)
Building Maintenance - 3rd Pty	25,750		25,750	40,350	(14,600)
Major Repairs/Replace - 3rd Pty		341,418	341,418	317,500	23,918
Maintenance Supplies	7,764		7,764	14,600	(6,836)
Salaries & Wages	139,536		139,536	143,505	(3,970)
Payroll Taxes/Benefits	16,116		16,116	16,168	(52)
Water	27,408		27,408	33,333	(5,925)
Sewer	38,920		38,920	44,000	(5,080)
Insurance	48,606		48,606	51,333	(2,727)
Legal & Professional	10,780		10,780	14,333	(3,553)
Security Expense	4,484		4,484	4,147	337
Office Expense	11,350	-	11,350	11,733	(383)
Rent	10,549		10,549	10,666	(117)
Bad Debts	(235)		(235)	5,000	(5,235)
Depreciation	-		-	-	-
Interest Expense	-		-	-	-
<b>Total Expenses</b>	<b>453,313</b>	<b>341,418</b>	<b>794,731</b>	<b>822,868</b>	<b>(28,137)</b>
<b>Other Income</b>					
Interest Income	1,024		1,024	-	1,024
Miscellaneous Income	1,218		1,218	-	1,218
<b>Total Other Income</b>	<b>2,242</b>	<b>-</b>	<b>2,242</b>	<b>-</b>	<b>2,242</b>
<b>Revenue over/(under) Expenses</b>	<b>(5,281)</b>	<b>119,906</b>	<b>114,625</b>	<b>79,866</b>	<b>34,759</b>

## **Manager's Report**

Doug Beyers

2015 Siding Repair and Painting – Only touch up Painting remains to be completed.

Community Building – We are making good progress on the community building. Framing is almost complete. The building should be enclosed in the next two weeks. 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.

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, one individual drive, shared walks in front of town houses, and twenty seven additional walks. We will plant grass along sidewalks and drives in the fall.

Driveway seal coating notices and schedule will be distributed within the next two weeks. Driveways are on a three year schedule. Drives sealed in 2012 will be sealed this year.

5206 Fawn Hill Court – this unit was damaged by fire in August. The unit has been secured and debris has been removed. Estimates are in process for the repair of the portion of damage that is the responsibility of Windridge Co-Owners Association.

Fall Pruning is planned for the week of September 24, 2015. If you do not want your bushes pruned, please notify the Windridge office.

## Landscape/Beautification Liaison Report

Jane Loiselle

### A. Landscape requests:

1. **Residents at 5341 White Marsh Ln** submitted a Landscape Proposal Form to:  
Remove turf and add a Red Maple tree and several native plants on the green area across the street. Neighbors are all in agreement. They submitted a detailed plan. All plants are on the approved list. All work will be done by Circle City Outdoors, who has done work in Windridge for them & neighbors. Residents request that Doug set up automatic sprinkling device after planting this fall. The committee recommends Board approval. So moved.
2. **Residents at 5401 Greenwillow Rd** submitted a Landscape Proposal Form to:  
Plant a Plum tree in their side yard. They will do the work.  
The committee recommends Board approval. So moved.
3. **Residents at 5201 Greenwillow Rd** would like permission to remove a diseased maple tree on the west side of their patio at their expense.  
Doug has agreed that this can be done by our staff and will put it on our list.  
If the residents would rather have it done at their own expense, the committee recommends Board approval as long as Doug approves their contractor. 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 - nothing new to report

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!

**Maintenance & Grounds Report**

William Pert

3 more National Wildlife Federation articles (&ULR connections)

- 1. How to Live Responsibly Alongside Our Wild Neighbors  
<https://shar.es/1txbtL>  
Urban ecosystems are increasingly becoming critical habitats for wildlife. It’s time we embrace it, roll out the welcome mat and find ways to live responsibly alongside our wild neighbors.
- 2. Give Opossums a Break  
Why it makes sense to make way for opossums in your garden  
<http://www.nwf.org/News-and-Magazines/National-Wildlife/Animals/Archives/2015/Opossums.aspx>
- 3. How to Create a Wildlife-Friendly Garden  
<http://www.nwf.org/How-to-Help/Garden-for-Wildlife/Create-a-Habitat.aspx>

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**NEW TREES COMING...**

In accordance with the commitment made by the BOD, when approving the 2015 budget item(s) pertaining to tree removal (to make a concerted effort to replace as many as feasible), we have purchased 13 new trees from the Marion Co. Soil and Water District annual sale. The cost of these trees was \$300 and they will be place around the property (by our staff) in mid October. Tree species purchased are, 5 Blackhawk Viburnum, 1 Aliegheny Serviceberry, 2 Red Bud, 1 Black Gum and 4 Red Maple.

**2015 Storm Water Utility Fee Rate Adjustment:**

Beginning in July’ 15, each homeowner will now be billed \$1.10/mth per each 1000 sq ft (or increment) of IMPERVIOUS SURFACE of their unit. This is a change from a flat \$2.25/mth (\$27/yr) for each unit, regardless of size.

Impervious surface refers to areas that do not “soak up” rain water – ie: roof, sidewalk, patio, driveway, etc. Interested homeowners may access the “Indygov” StormWater website- Customer Service Interface at:

<http://maps.indy.gov//MapIndy/Index.html>?...

Here you’ll enter your address to access an aerial map that will show your house and an outline of the applicable areas. Also shown will be the calculated square footage you’ll be charged for & the monthly /annual \$\$ amount you’ll be expected to pay. As we understand, the first “billing” for this fee will be in October on the regular property tax billing.

Also of possible importance to homeowner are the possible “Discount/Credits” available...we are investigating these for both individual homeowners and for the Co-Owners association (as it might apply) and will report more as info becomes available. The info below is from the Indy.Gov website.

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**CAN I GET A DISCOUNT ON MY BILL?**

Yes, the storm water credit program has opportunities for residents who choose to participate in City-approved storm water management on their properties. The credit program encourages the use of sustainable practices such as using a rain barrel, planting a rain garden, and utilizing vegetated filter strips. If you don’t have storm water management practices in your home, the Green Infrastructure Supplemental Document explains credit eligible storm water management methods.

**WHERE CAN I GO IF I HAVE OTHER QUESTIONS?**

With further questions, visit [www.indy.gov/stormwater](http://www.indy.gov/stormwater). The DPW Storm Water team is ready to answer all your questions about the storm water user fee adjustment.

Call 317-327-2015 or email [stormwater@indy.gov](mailto:stormwater@indy.gov) with questions.

## **Communication Report**

Tom McNulty

Please visit the web site <http://www.windridgecondos.com> for updated information in announcements.

We continue to meet and improving the Windridge Website. Special thanks to Rob Bohn, Tom Ulsas and Jane Loisselle for meeting and pushing forward the gallery, posting documents and changing the pictures. All feedback on the site is appreciated and welcomed. Some changes have been made based on the input from our residents. If residents are interested in taking current pictures or have pictures of Windridge to share please contact or send them to Tom McNulty, email - [kilcar@msn.com](mailto:kilcar@msn.com).

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## **Social Report**

Tom McNulty

WineTime hosted by Jim and Linda Klausmeier with approximately 30 people in attendance!! The next gathering will be at Keith and Francie Weber's home on October 2<sup>nd</sup>. Thanks to all of our hosts and those who attended. It is encouraging to come and meet you fellow residents, share a dish and sip on your favorite beverage.



A group of 8-10 people have started to play Mah Jongg on a regular basis. If anyone else is interested in learning to play Mah Jongg please contact Roseanne Taylor at (317) 974 9936. It is a very popular tile and card game keeping the mind sharp!!! Thanks Roseanne for helping us learn the game.

Mark your calendars for the fall wiener roast on Saturday, October 10th with Sunday October 11th as the rain date. Come out and enjoy a hot dog and share a side dish with fellow Windridge neighbors!!! Look for details in a flyer to follow.



A survey was distributed to random residents asking for feedback on the current and future needs of Windridge. The data will be shared with the board of directors in the October meeting. If you received a survey please fill it out and return it. If you would like one, please contact Tom McNulty at the above email address.

Brookdale Senior Living located at the corner of Emerson and 56<sup>th</sup> street reached out to Windridge as neighbors offering their facilities to our community. They have a beautiful area to meet, play cards, hold discussions or gather for an activity. They welcome anyone who would like to tour the facility and get an understanding their offerings and programs. If anyone is holding a gathering, cards, book club, Mah Jongg and would like to have Brookdale host it at no charge please contact Caryl Houghton, (317) 691-4739.