

Windridge Co-Owners Association, Inc.
www.windridgecondos.com/
Board of Directors Meeting Minutes #2016 –12
October 17, 2016

The regular meeting of the Board of Directors of Windridge Co-Owners Association, Inc. was held on October 17, 2016 in the Community Room of Windridge Office, Indianapolis, Indiana. Board President, Rick Alexander, presiding; Vicki Eident serving as Secretary.

ATTENDANCE

Directors Present:

Class of 2016	X	<u>Tom Eggers, Treas.</u>	X	<u>Karen Friss</u>	X	<u>Marion Dunson</u>
Class of 2017	X	<u>Rick Alexander, Pres.</u>		<u>Eleanor Keppler, Sec.</u>	X	<u>Jane Loisel</u>
Class of 2018	X	<u>Vicki Eident</u>	X	<u>Bill Pert, Vice Pres.</u>	X	<u>Eileen Scott</u>
Staff Present:	X	<u>Doug Beyers, Prop. Mgr.</u>	X	<u>Darcy Heyerdahl, Office Mgr.</u>		

OWNERS COMMENTS:

Tom McNulty has been in contact with Neil Marcus from the City of Indianapolis regarding the drainage easement that has failed. He also requested more information from the Board regarding resolutions and decisions regarding drainage issues impacting his home and others in Windridge.

CALL TO ORDER

President Alexander called the meeting to order at 7:02 PM, and asked for adoption of the agenda. The Agenda was approved as printed.

Alexander asked for approval of the Minutes of the previous Board Meeting. Loisel moved that the Minutes be approved as distributed and Dunson seconded. The motion carried.

ACKNOWLEDGEMENT OF PREVIOUS BOARD ACTION

Architectural Requests

The Board voted unanimously by email to approve the committee's recommendations for the following architectural requests:

1. The Owner at **5227 Windridge Drive** is requesting to replace the Front Door with a Mastercraft® 6-Lite 36" x 80" E-214 Primed Steel Pre-hung Exterior Door at Menards®. It will be painted one of the approved colors from the existing color scheme. It will be done at the owner's expense. APPROVED BY E-MAIL.
2. The Owner at **5325 White Marsh Lane** is requesting to replace the patio at the rear of the unit. The new concrete patio will match the footprint of the current gravel and step stone (patio) area. The project will be at the homeowner's expense & is expected to be completed by mid-October. APPROVED BY E-MAIL.
3. The Owner at 5312 Whisperwood Dr. requesting to replace the garage coach lights. Previously APPROVED BY E-MAIL.

4. The owners at 5319 Whisperwood are requesting to paint garage door in one of the Association approved colors. Previously APPROVED BY E-MAIL.

Scott moved and Eggers seconded that all Architectural requests be approved. The motion passed unanimously.

OFFICERS' REPORTS

President's Report – Rick Alexander -

Kudos to Vicki Eident and Social Committee for another successful Weiner Roast last Saturday.

Thanks to Lynne Tobin and the Nominating Committee for their assistance. The following individuals have expressed an interest in running for the Board:

Charles Boyle
Tom Eggers *
Michael McCracken
Alan Norris
Beverly Watkins
*currently serving

The Town Hall Meeting is November 9th at 6:30pm at Laurel Hall: The 2017 Budget will be proposed at that time. Meet and greet our Board candidates running for election.

Annual Meeting Is Sunday, December 11th at 1:00 at Laurel Hall: Adoption of the 2017 Annual Budget and election of three Board members.

Treasurer' Report – Tom Eggers. No report. The September financials were distributed to the Board by email.

Manager's Report - Doug Beyers. A written report was submitted, a copy of which is included with these Minutes.

After a discussion of larger animal and pest control, Friss moved and Loiselle seconded that Doug explore the effectiveness of trapping larger animals. Motion passed.

COMMITTEE REPORTS

Budget & Finance – Karen Friss. Friss reported that the committee of Jim Higgs, Loiselle, Eggers, Friss and Byers met and adjusted the proposed budget to address some concerns expressed at the September meeting

Friss moved and Scott seconded to accept the budget as adjusted. Motion carried unanimously.

The proposed Budget will be distributed at the November 9 Town Hall meeting.

Cathedral HS - Rick Alexander. Alexander reported that our attorney has scheduled depositions and is going forward with establishing a trial date.

Insurance - Bill Pert. Pert is checking into competitive bids from other insurance companies.

Landscaping – Jane Loiselle. Inventory report - Landscape report is attached.

Loiselle moved and Friss seconded to accept the committee recommendations on four landscape proposals attached in the report. Motion passed unanimously.

Rules & Regulations – Eleanor Keppler. Letters will be sent to Owners who are in violation of covenants.

Social – Victoria Eident. Picnic report - The picnic was a success with about fifty residents in attendance. Donations covered expenses.

OLD BUSINESS

- A. Water damage - see Manager's report
- B. Walgreens Hearing - Eggers will be meeting this week with Millersville Association. The next hearing before the Metropolitan Development Commission will be Wednesday< November 2nd at 1:00 PM in the Public Assembly Room" of the City County Building, 200 East Washington Street. Several Board members agreed to carpool.
- C. Goal Setting Plans - Alexander requested that Board members create goals and objectives in each area of expertise in preparation for a workshop. Loiselle agreed to contact a facilitator to make arrangements.
- D. Tom McNulty wants clarification as to who is assuming responsibility for the exterior sump pump that was installed at his home. A committee of Bill Pert, Rick Alexander, Vicki Eident, Doug Beyers and Tom McNulty was created in order to come to a resolution. It was agreed to consult a civil engineer about the drainage project.

NEW BUSINESS

- A. Car damage at gates - Pert moved and Loiselle seconded a motion to painting a white line at the north gate exit to remind drivers to stop at the sign and wait until preceding vehicle has cleared the intersection. It passed unanimously.
- B. Annual Service Program Dinner Seminar - Eads, Murray & Pugh L.L.C. - Wednesday, October 26th from 6:00 to 8:30. Several Board Members agreed to carpool.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned by Alexander at 9:13 PM.

EXECUTIVE SESSION: The Board convened in executive session at 9:20 p.m. During this session Owner concerns and communications were discussed. The session adjourned at 10:18 p.m.

NEXT MEETING

The next regularly scheduled meeting of the Windridge Board of Directors will be held at 7:00 PM on Monday, November 21, 2016, in the Community Room of the Windridge Office, Indianapolis, Indiana.

Respectfully submitted,

Victoria Eident

Victoria Eident, Acting Board Secretary

Manager's Report

Doug Beyers

Animal and Pest control-We have had several recent requests concerning animal and pest control. Our past policy goes back prior to my arrival at Windridge. Our past practice has been that residents trap and remove the animal and we repair damage such as holes in siding. Our most frequent past requests have been to deal with Raccoons. Recently, we have had a number of groundhog complaints and requests for removal of the animal. We also have received a number of requests to deal with pests such as bees and ants. I am requesting direction from the board and a written policy concerning animal and pest control other than termites.

Painting and siding replacement. Siding replacement is done except for a few minor punch list items. We are working on painting the last three buildings. We still have a number of doors to paint. We will be inspecting and developing a final punch list to complete.

Mark Altop from Indy Elite Garage Door is working on a design and estimate for adding a south entrance gate, widening the visitor gate at the main entrance and replacing the visitor call box screen. This design/estimate will be based on the requirements determined at the special gate meeting. I will forward the information to the board for their review as it is available. I have the repair cost for damage to the north exit gate. The quote was to replace the damaged opener and replace the gate that was bent. Total cost is 8,866.99.

Please notify the office concerning any trees that may pose a danger to your home. I have determined an additional 7 ash high priority trees that need to be removed. Trees will be removed based on threat of damage to homes.

Wind Storm Damage – We had seven homes damaged due to uprooted trees and falling branches during the August 26, 2016 Storm. An insurance claim was filed. We will be responsible for the first \$10,000.00 to cover deductible and any tree debris cleanup over \$3,000.00. I estimate tree remove cost to us at \$12,000.00. All roofs have been repaired. Gutter, siding, eave work and painting remain to be completed and are in process.

Fletcher Ct. Lift Station Replacement-Contractor to schedule installation prior to end of year.

Drainage- Drainage piping was installation behind 5111 Hawks Point, 5119 Hawks Point and 5151 Hawks Point. Final grade and seeding will be completed after the ground settles from excavation.

Erosion- An engineering firm was contacted to quote design of a retaining wall between 5240 Windridge and 5250 Windridge.

Foundation repairs for 5419 Greenwillow- I am having issues getting contractors to bid repairs. Two contractors that we have used in the past were scheduled through the end of the year and are not available to do the work.

Damage from July 29, 2016 storm- 5363 Fletcher Court washed out area was repaired. The swell was enlarged and moved farther away from the home.

5401 Greenwillow Rd. - Additional drainage and water proofing was added to rear of the home.

5347 Greenwillow Road- Drainage improvements are almost complete. The two retaining walls were rebuilt and placed behind the foundation walls to allow for drainage, and sump pump installation. A burn was installed to prevent water from the back swell from entering the home. Downspouts are in the process of being buried and routed away from the home. I also recommend that the board discusses swale issue with the neighbors so that it can be properly repaired.

5346 White Marsh and 5342 White Marsh. Both home had their crawlspaces flooded. This was caused by the blocked drainage pipe under Cathedral High School Soft Ball Field. Van Rooy Restoration has removing wet insulation and dried the crawlspaces.

Windridge and Cathedral fence line improvements. Phase one to extending 8 foot fence 200 feet to block vision of the new Cathedral building and improve security and replace fence at corner of 5427 Greenwillow to obscure view of Cathedral electrical boxes. This is planned late summer/fall as maintenance time allows.

Digitizing records - No activity to report.

Lawn Care – The fall pruning was planned for the week of October 17, 2016 and is in process.

A request has been made for compensation for repair/replacement of flooring at 5384 Thicket Hill.

A request has been made for additional compensation for water damage at 5347 Greenwillow Road.

The staff has rebuilt one chimney (3 days) made one major roof repair (3 days) buried downspouts for four units (4 days). Repair of excavated areas and grass planting. (1 day). These repairs are examples of the work that the staff performs at a cost much less than work can be contracted.

A. Landscape requests:

1. The homeowners at 5319 Whisperwood Ln have submitted two landscape proposals:

a.) They would like to have the association remove the maple tree in the front yard of their house so that more light can come in for grass and other vegetation.

The committee has made a site visit. The tree is healthy and does not propose any threat.

The committee does NOT approve removing the tree.

b.) They would like to plant ground cover (myrtle/periwinkle) in the front yard to replace patches of grass which does not get enough light.

The committee recommends approval to plant ground cover. All cost of plants & planting and future maintenance of the ground cover (i.e. weeding) would be the residents' responsibility.

I sent this request by email but only 8 or 9 board members voted so I am bringing it to the meeting.

2. The homeowners at 5232 Windridge Dr have submitted a landscape proposal to repair their damaged lawn in front and on the side connected to 5236 Windridge. They are thatching then adding fresh topsoil, seed & straw. They would also like to add a mulch path from the street to their back patio. They began work before submitting the proposal and Doug asked them to stop, which they did. The grass has been thatched and appears to be gone.

The committee made a site visit. The grass **MUST** be replaced at this point.

The committee recommends:

a) Since the homeowners have already removed/thatched the grass we feel they must complete the reseeding at their expense. They should be responsible for the grass coming back next year. If the association incurs any costs associated with this project the homeowner should be billed for those costs.

b) The committee does NOT approve the new path. The addition of a path from the street to their back patio should be denied. If the homeowners want to amend their proposal, a path from the driveway across from the sidewalk and around to the back patio would be approved.

3. The homeowners at 5380 Thicket Hill Ln have submitted a landscape proposal to remove and replace several overgrown shrubs around their foundation. They will use approved shrubs & plants at their own expense. Meets all our criteria. The committee made a site visit and recommends approval.

4. The homeowners at 4947 Windridge Dr have submitted a landscape proposal to landscape their back yard which removes turf area. Meets all our criteria. The committee made a site visit and highly recommends their new plan.

***** I move that we accept the committee recommendations on the four requests.**

5. UPDATE: The homeowners at 5232 Fawn Hill Terrace submitted a landscape proposal, after the fact, to build a Garden Railroad with pond in the limited common area in front of their residence. Their proposal is awaiting information and on hold until the November meeting.

B. Update - Front Gate Beautification Project

The old, overgrown trees and shrubs were removed by our staff and soil was prepared for new plantings.

Bids were received from three landscaping companies.

We selected a company recommended by our resident landscape architect who drew up our plans.

We were hoping to have our staff plant before the June picnic but our order never came.

*****We are awaiting bids from other landscape companies for **Fall Planting.****

C. Update Office/Community Building

The soil was prepared for our new plantings.

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D. Landscaping Committee/Garden Club – UPDATES:

THANK YOU - I would like to thank all the volunteer gardening that has been done by residents, members of the Garden Club and the Landscaping Committee. Many people not only maintain their own areas but also work in our common areas all year long. Special thanks go to **Kathleen Roman, Susie McAllister & Vicki Eident** who spent days planting & watering the lovely flowers at our front entrance & gate plus a multitude of other work they have all done around our property this year. **THANK YOU again & again.**

SURVERY - Members of the Landscaping Committee have completed a three day survey of all yards. We did not go into yards which cannot be seen from the street at this time. Our plan is to complete surveys several times each year. We noted common areas that need attention, foundations plantings that need attention (letters will be sent to residents by our staff) and limited common area gardens. One of our goals is to update our files so new owners will know if they are responsible for limited common area gardens. Another goal is to prioritize where we will devote our resources, time and energy in the coming years. We compiled lists of shrubs & ornamental trees that need to come down this fall and/or need to be watched. Doug & staff are planning to remove many of these dead trees this fall. We are developing a plan for ornamental tree replacement beginning in 2017. Doug has also agreed to let a staff member (Evan) work with Vicki on a weekly basis this fall to tidy up the common areas we have noted. In addition we passed out Thank You notes to residents whose gardens contribute to the beauty of Windridge. They have been well received and we plan to continue doing this.

Corner Projects – all are ongoing

Major priorities for 2016

1. Corner of Whisperwood & Hawks Pt. – **Fall Planting**
2. SE corner of Hawks Pt and Whipplewood
3. Whisperwood E of Thicket Hill

Secondary priorities for 2016

4. Windridge Dr. at intersection of Hawks Pt.
5. Chipwood and Green Willow
- *6. Garden at end of Greenwillow between street & big “rain garden” needs new dirt – project has not been completed this year.

Residents have now requested removing the retaining wall and creating a slope and grassing the area so it may be mowed. Several cars have backed into the wall. Residents are no longer able to maintain the garden The Landscape Committee concurs with the residents as it has always been our policy that if limited common area gardens are not kept up by volunteers they should be returned to grass. A work order has been submitted.

Other Projects

DONE	Replace bushes between Fawn Hill Ct & Hawks Pt.
Fall	Bulbs have been purchased for Fall Planting
In progress	Maintain tennis court bushes
In progress	New garden area w/benches coming up Whisperwood past Thicket Hill Benches are in, trimming and new gardens in progress

Respectfully submitted,

Jane Loiselle