

Windridge Co-Owners Association, Inc.
www.windridgecondos.com/
Board of Directors Meeting Minutes #2016 – 5
April 18, 2016

The regular meeting of the Board of Directors of Windridge Co-Owners Association, Inc. was held on April 18, 2016 in the Community Room of Windridge Office, Indianapolis, Indiana. Board President, Rick Alexander, presiding; Eleanor Keppler serving as Secretary.

ATTENDANCE

Directors Present:

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

CALL TO ORDER

President Alexander called the meeting to order at 7:00 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. Eggers moved that they be approved as distributed. The motion carried.

ACKNOWLEDGEMENT OF PREVIOUS BOARD ACTION

- Landscape request for a stepping stone and mulch path around the side and back of 5346 Chipwood Lane, approved.
- Architectural request to replace the deck using the same foot print at 5221 Whisperwood Lane, approved.
- Architectural request to replace the front door and a window at 5301 Whisperwood Lane, approved.
- Architectural request to replace sliding patio doors at 5325 White Marsh Lane, approved.

Loiselle moved and Friss seconded that the four actions be approved. The motion carried unanimously.

OFFICERS' REPORTS

President's Report – Rick Alexander.

Alexander reported that Windridge has received a letter from the Millersville Neighborhood Association thanking us for our donation.

Treasurer's Report – Tom Eggers. A copy of the March report is included with these Minutes. Eggers gave a verbal review comparing spending for the first quarter with the budget. He explained that in budget lines such as sidewalk replacement and tree removal it appears that we are over budget. This is result of timing because the work is being completed earlier in the year than the funds appear in the budget. When the expenditures are compared to the annual budget, the spending is within budget. Eggers did warn that some lines such as tree removal, painting and siding replacement may be higher than anticipated. He asked that directors consider areas to spend less to compensate for these anticipated higher costs.

Manager's Report - Doug Beyers. Please read the detailed written report that is included with these Minutes.

Beyers asked for direction related to the front entry gate lighting. He has two bids for a 30-foot pole with two arms holding lights. The pole would be located in the median in front of the guard house. The bid from Indianapolis Power and Light is significantly lower in up-front cost but requires a monthly service contract. The second bid costs more up-front and Windridge assumes responsibility for the service.

After much discussion of the need for additional lighting, appearance of a 30-foot light pole and alternative lighting possibilities, Dunson moved and Loiselle seconded a motion to table the decision until the May meeting. In the meantime, the neighborhood watch captains will be asked to assess the lighting needs and make a recommendation to the board. The motion carried.

COMMITTEE REPORTS

Architectural – Bill Pert. Owners at 5240 Greenwillow Road request to replace all windows with a combination of crank & fixed casement style windows. The white vinyl (Gold Series) windows by American Window and Glass are to be installed by Window Man, Inc. The replacement will be at the Owners expense. Pert recommends approval.

Loiselle moved and Eident seconded that the request by approved. The motion carried.

Budget & Finance –Karen Friss. Friss and Keppler have met to transition the responsibility of committee liaison. Jim Higgs has agreed to be the resident chair of the committee again this year. Higgs and Friss will meet to plan for the work of the committee.

Cathedral High School – Rick Alexander. Alexander, Ron Renner and Pert have met with Windridge attorney, Tony Paganelli, to write a request for an agreement that will allow Windridge to assume rights to the eight foot fence which is located at the edge of Cathedral's property. Friss moved and Loiselle seconded that the Board authorize the Cathedral negotiating committee to include the fence in the discussions with Cathedral officials. The motion carried.

Insurance – Bill Pert.

Pert met with Mary Ann Schmidt (Gregory & Appel) on April 7th to discuss several insurance issues. Nothing was finalized but some potential changes, additions and concepts were brought up for consideration and possible action in the upcoming months. These were:

- 1.) Expanding on the insurance info (one short paragraph) in the Homeowners Manual presented to new owners, along with a possible tear-off sheet for them to sign and then be kept in their unit file.
- 2.) A checklist of items that they (new owners) should go over with their insurance agents when discussing HO6 coverage.
- 3.) Info regarding the "All-In" insurance coverage & potential costs for the Association.
- 4.) Potential timing for a Town Hall meeting later in the year to cover Insurance (and other issues) necessary for our Home Owners.

Investment – Tom Eggers. The committee of Eggers, Karen Friss, Lowell Lumley, Jon McKinley, Tom McNulty, and Eileen Scott will meet next week to begin interviewing three recommended investment companies to determine which best offers services to meet Windridge's investment goals.

Landscaping – Jane Loiselle. Please read the attached detailed report of the projects being planned for the coming year.

Phi Kappa Psi – Tom Eggers. Eggers has met with new event coordinator, Liz Carney. Among the topics discussed, was the possibility that a Phi Psi vendor has access to a gate opener to use when making deliveries. Carney will inquire with the vendor in question and report back to Eggers.

The recent issue of someone from Phi Psi disabling the south gate for buses to enter for a social function and leaving the gate open was brought to the Boards attention. Beyers and Eggers will follow up with acceptable procedures.

Rules & Regulations – Eleanor Keppler. Keppler shared a one-page “Covenant Reminder” memo to be distributed to all residents in their tubes. The memo is written using information from the By-Laws, Rules and Regulations and Homeowner’s Manual. Keppler asked for guidance related to updating the Homeowner’s Manual to use the same policy for trash containers be at curb side as the city’s uses.

Friss moved and Loiselle seconded that the Trash section of the manual be revised to be consistent with the city’s guidelines. The motion carried. Keppler will revise the section of the Homeowner’s Manual and the change will be reflected in the memo.

Security – Marion Dunson. Dunson reported that he attended the North District’s area coffee meeting with the police department. Dunson recommends that Windridge continue to invite police officers to our neighborhood functions to build relationships and keep communication open. Pert agreed to extend an invitation to the June 11th picnic.

Social – Victoria Eident. The neighborhood picnic and the Community Building Open House will be June 11th at 4:00 P.M.

OLD BUSINESS

CATHEDRAL DRAINAGE ISSUE:

Cathedral delayed the meeting scheduled for April 15th. Alexander and Renner are scheduled to have a conference call on April 19th with Tony Paganelli to plan our strategy to move forward. Windridge is optimistic that bringing the fence issue to the table will encourage a conversation between the parties.

MILLERSVILLE NEIGHBORHOOD ASSOCIATION

- During last Saturday’s clean-up day, honeysuckle was removed between the bridges by Hoosier Youth Challenge Academy. This is a group of troubled youth managed by the National Guard.
- The city has begun mapping out the lane changes in Emerson Way. The reason for this change is to slow traffic for safety.
- A Mexican restaurant will be occupying the western end space in the new building near Walmart.
- Discussion continues related to the use of the building vacated by Walgreens. There is a hearing scheduled on May 12th.

ACH PAYMENTS: Last week seventy-two letters were sent to residents who are not using the ACH method of paying assessments. The Board encourages Owners to use this method of paying to reduce the staff time for processing checks.

NEW BUSINESS

Pert announced that he is working to develop a statement to be added on the Architectural Request form. This statement will inform Owners that if they are using a contractor who is not insured or bonded, the Owner is responsible for injury to the workers or property damage.

Beyers informed the Board that some Owners have brick or stone sidewalks that are unsafe. It is the Owners responsibility to repair these sidewalks. The Board will need to consider how to handle replacement if the Owner does not act.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned by Alexander at 9:06 PM. The Board then moved into Executive Session.

NEXT MEETING

The next regularly scheduled meeting of the Windridge Board of Directors will be held at 7:00 PM on Monday, June 20, 2016, in the Community Room of the Windridge Office, Indianapolis, Indiana.

Respectfully submitted,

Eleanor Keppler

Eleanor Keppler, Board Secretary

**TREASURER'S REPORT
MARCH 2016**

K = Thousands () =
Negative Numbers

Community Building

Total Cost through March \$ 218.6 K

March Month Expenses compared with Budget

Grounds Maintenance	0.1		Over Budget Fencing 6.4 over, Others (net) 6.2 under
Building Maintenance	10.0	K	Over Budget Foundation 5.4 over, Termite 4.9 over
Major Repairs/Replacements	\$ 47.1	K	Over Budget Sidewalk Repl 34.5 over, Tree Removal 13.3 over
Salaries & Wages	(1.3)	K	Under Budget
Water & Sewer	(2.0)	K	Under Budget
Insurance	6.4	K	Over Budget
Rent/Investment	(16.5)	K	Under Budget - CD not purchased-timing
Others (net)	(7.1)	K	Under Budget - Security Exp 7.8 under
Month Total	<u>\$ 36.7</u>	<u>K</u>	Over Budget

March Year-to-date Expenses compared with Budget

Grounds Maintenance	3.7	K	Over Budget Fencing 6.3 over, Others (net) 2.6 under
Building Maintenance	6.8	K	Over Budget Termite 5.1 over, Others (net) 1.7 over
Major Repairs/Replacement	48.7	K	Over Budget Sidewalk Repl 33.8 over, Tree Removal 11.9 over
Salaries & Wages	(7.8)	K	Under Budget
Water & Sewer	(2.9)	K	Under Budget
Insurance	6.4	K	Over Budget
Rent/Investment	(16.5)	K	Under Budget - CD not purchased-timing
Others (net)	(7.5)	K	Under Budget - Security Exp 7.7 under
YTD Total	<u>\$ 30.9</u>	<u>K</u>	Over Budget

WINDRIDGE CONDOS

Reminder of Covenants

This notice is an educational reminder to all Owners. Letters will be sent to individual violators giving them the opportunity to comply or have a meeting with the Board. If the parties are unable to reach consensus, legal action may follow.

If you have questions, refer to Windridge's Homeowner's Manual, By-Laws and/or Rules and Regulations. These documents are available in the "information" section of the website (www.windridgecondos.com) or may be obtained from the office.

Parking: Residents are to park in their garage or driveway only. Overnight guests may park in the driveway or a paved guest parking area. Street parking is allowed for hired workers or for an occasional social event prior to midnight. **DO NOT PARK ON THE GRASS.**

Vehicles: No trucks too large to be completely enclosed in the garage, motorhomes, campers, boats, trailers, motorcycles, mini-bikes, commercial or unconventional vehicles shall be permitted to park overnight other than when enclosed within a garage.

Trash Containers: All trash or refuse shall be stored in appropriate containers inside the unit (including garage). Place your trash container curb side no sooner than 6:30 P.M. the night before collection. Containers are to be returned to inside the unit by 8:00 P.M. on collection day. **DO NOT LEAVE YOUR BLUE CONTAINER OUTSIDE.**

Pets: Pets may be taken outdoors only when on a sturdy leash and continuously under direct control and visual supervision. Pet owners are responsible for controlling their pets and for the removal and cleanup of any and all waste created by a pet. Pet owners will be fully liable for any damage to Common Areas or Limited Common Areas caused by their pets.

Landscaping: Residents may plant perennial or seasonal flowers around their units' foundation without obtaining prior authorization from the Association. Other landscape changes must be submitted in writing to the Windridge office. Forms are available on the website and may be submitted either electronically or delivered to the office in person. **Residents are responsible for maintaining landscape areas adjacent to their foundation.**

Manager's Report

Doug Beyers

The high winds on Saturday April 2nd and 3rd caused several downed trees and limbs. Five large pine trees, one large Bradford Pear and one Crab Apple tree were removed. Damage to buildings was limited. Clean up took three days.

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. Phase two to be determined by either building new fence or facing existing 8 foot fence.

Please notify the office concerning any trees that may pose a danger to your home.

Sidewalk replacement and driveway replacement – We will continue to replace drives and walks as the weather permits. One shared drive and two single drives have been replaced in 2016. 26 walks have been replaced so far in 2016.

We are in the process of developing the siding replacement/repair for 2016 painting. Residents that are scheduled to be painted have been notified. Paint selection letters will go out in late April.

Brick, Stone and Masonry walls inventory - 32 units have exterior free standing walls. One Block, Twenty Five Brick and Six Stone.

Digitizing records: No activity to report.

Front Entry Lighting- We have met with IPL and independent contractor for estimates.

We are heading into the busy spring lawn season. We have four major landscape projects that will take priority.

1. 5314 through 5322 Windridge only minor improvements remain
 2. 5220 Greenwillow complete
 3. 5206 Fawn Hill Ct. yard is complete
 4. Fawn Hill Ct. drain box and piping needs to be back filled after settling.
- Final grade and landscape of the community building.

Please be patient while we finish these areas.

Landscape/Beautification Liaison Report

Jane Loiselle

A. Landscape requests:

FYI: Residents at 5250 Windridge submitted a Landscape Proposal Form to Remove and replace overgrown bushes etc. along the front of house and garage.

They would like to replace railroad ties with stone slabs.

They would like to add dirt to the front yard to "fix" a drainage issue.

They would like to replace their brick walk way.

They are in the process of a complete redo of the inside of their home and have some architectural issues to address also.

The committee did a sight inspection and talked with the residents' Personal Contractor.

After discussion with Doug & Bill it was decided to meet with the home owners.

A meeting has been arranged for Tuesday, April 19. We will keep you posted via email.

B. Update - Front Gate Beautification Project – 2015 budget funded using our staff - \$7000

The old, overgrown trees and shrubs will be removed and replaced. The committee has requested bids from four local companies. Three responded; two companies came out and so far one has submitted a bid. We are waiting for a bid from the other before we make a decision.

We have gotten written permission from Phi Psi to remove the overgrown bushes around their sign.

C. Office/Community Building – 2016 budget funded using our staff - \$2500.

The committee has requested bids from four local companies. Three responded; two companies came out and so far one has submitted a bid. We are waiting for a bid from the other before we make a decision. We are planning to add two benches to the area along with the landscaping.

We may be able to obtain a small grant from Marion County Soil & Water.

D. Landscaping Committee –

Corner Projects

Major priorities for 2016 - \$5000

1. Corner of Whisperwood and Hawks Pt.
2. SE corner of Hawks Pt and Whipplewood
3. Whisperwood E of Thicket Hill

Secondary priorities for 2016 - \$1000

1. Windridge Dr. at intersection of Hawks Pt.
2. Chipwood and Green Willow

Other Projects - \$1500

Replace bushes between Fawn Hill Ct & Hawks Pt.

Plant flowering bulbs

Maintain tennis court bushes

New garden area w/benches coming up Whisperwood past Thicket Hill

TOTAL BUDGET \$10,000 for 2016

Plus \$ 7,000 from 2015

Respectfully submitted,
Jane Loiselle