

WINDRIDGE

2015 Annual Report

Letter from the President

In January, **Richard Alexander** was re-elected to the Board along with brand new elected members **Eleanor Keppler, Jane Loiselle, and Tom McNulty**.

Ground was broken in July for our new office/community building. Kudos are in order for **Jack Mart, Jim Klausmeier, and Doug Beyers** for their tireless effort in making the building come to reality.

A Neighborhood Watch program was established in Windridge as a means of looking out for one another and deterring potential crime. Thanks are in order for team leader **Jim Loiselle** and his team captains for taking the lead in this beneficial program.

In October, the Board received an ad hoc committee report which recommended a change in our By-Laws to allow for the investment of a portion of our capital reserve fund in assets yielding a higher rate of return than we have been earning in commercial banks. The Board concurred, presented the proposal at a Town Hall Meeting in October, and submitted the proposal to the membership at the Annual meeting in December for an up or down vote. Since any change to our By-Laws requires a two thirds vote from all residents, this proposal carried forward into the current year of 2016 until all residents have been given the opportunity to vote. This proposal received the required number of votes and was adopted.

At the Annual meeting in December, Windridge residents re-elected **Bill Pert** and **Ron Renner** along with new members **Vicki Eident** and **Eileen Scott** to the Board.

I have again enjoyed this past year serving as your President and want to express my appreciation to all Board members, support staff, and volunteers for their effort in service to our community. **Doug Beyers**, Property Manager, **Darcy Heyerdahl**, Office Manager, and our maintenance team of **Javier Alvarado** and **Efrain Romo** continue to serve our neighborhood at the highest level of professionalism and service.

Richard W. Alexander, President
Windridge Co-Owners Association

Property Manager's Report

I would like to thank the community for their support and the opportunity to work as your Property Manager. The year 2015 was another busy year for the Windridge community.

As your Property Management Team, we set goals based on the current and long term needs and wants of the community. We review options routinely to improve services and control the overall costs. Our Capital Accounts total was \$646,894.00. These are the funds that will be used to replace our roads, roofs, and other major capital expenses planned in the future.

The year 2015 was full of change and activity.

1. **Darcy Heyerdahl** completed her first year as Office Manager.
2. We constructed a new Community Building that is located at 5105 Hawks Point Road. The building consists of a maintenance shop, office area, and a conference room large enough for community activity gatherings.
3. We continued the eight year cycle for home siding repair and painted 28 homes.
4. Twenty eight sidewalks and five driveways were replaced.
5. We changed our lawn care plan by increasing the number of lawn treatments to four treatments per year. We also used mowers that were more appropriately sized based on the lawn size. These changes along with plenty of rain improved the overall appearance of the lawns throughout Windridge.

Next year will also be busy. We will:

1. Repair siding and paint thirty homes.
2. Replace up to thirty five sidewalks and up to seven driveways.
3. Continue our maintenance schedule to seal asphalt drives.
4. Continue to remove Ash Trees that have been infested with Emerald Ash Borer.
5. Finally, we plan to replace the landscaping at the main gate entrance.

Windridge is a beautiful and unique community. It is a quiet, wooded sanctuary that is a wonderful place to live. It takes everyone's involvement to maintain our community. Involvement is more than just paying your fees; it is volunteering, attending community gatherings, and supporting the Board of Directors. As Property Manager, I look forward to working with you and the Board of Directors to maintain and improve the community.

Sincerely,

Doug Beyers
Property Manager, Windridge Co-Owners Association

WINDRIDGE CO-OWNERS ASSOCIATION

5105 Hawks Point Road
Indianapolis, IN 46226

Office 317-251-7861 / Emergency 317-698-6435

windridgecondos@gmail.com / www.windridgecondos.com

BOARD OF DIRECTORS 2016

Rick Alexander - President
Bill Pert - Vice President
Tom Eggers - Treasurer
Eleanor Keppler - Secretary

LIAISONS

Architecture

Bill Pert

Budget/Finance

Karen Friss

Communication/Marketing

Vicki Eident

Landscape

Jane Loiselle

Cathedral

Rick Alexander

Human Resources

Rick Alexander

Insurance

Bill Pert

Long Range Planning

Eileen Scott

Maintenance/Grounds

Bill Pert

Phi Kappa Psi

Tom Eggers

Rules/Regulation

Eleanor Keppler

Security

Marion Dunson

Social

Vicki Eident

Investment

Tom Eggers

EMPLOYEES

Management Staff

Douglas Beyers – Property Manager
Darcy Heyerdahl – Office Manager

Maintenance Staff

Javier Alvarado – Maintenance Supervisor
Efrain Romo – Maintenance

ARCHITECTURE

Bill Pert - Liaison Director

Purpose: *Evaluate resident requests and make recommendations to the board of directors for additions, alterations or replacements to any structural component or exterior surface of their unit.*

During 2015, the board approved two doors replaced on two condos and three windows replaced on three condos, as well as two patios were repaired and improved. These doors and windows were requested by the owners to improve the appearance and or a means of weather proofing.

The requests conformed to all bylaws and the board approved with the required vote. However, the main architecture improvements and beautification during the year are due to a dedicated property manager and crew. Examples are siding repair, painting, sidewalk replacement and driveway repair and other projects.

LANDSCAPE

Jane Loiselle – Liaison Director

Purpose: *The goal is to make our community attractive for residents and guests and appealing to the eye for potential residents.*

The 2015 Budget approved at the December 2014 Annual Meeting added additional funds to upgrade our lawn service to mow multiple days utilizing smaller-sized mowers. It also funded a new line item called Beautification. These two additions were driven by the large number of complaints the office received during 2014 regarding lawn care and dated landscaping. Upon the Budget & Finance Committee recommendations, the Board of Directors responded by adding funds to these areas. Maintenance, Security, Communication & Marketing all worked together with Landscaping & Beautification to set priorities.

Doug Beyers has been instrumental in coordinating all of our new and ongoing projects, which include:

- Providing year-round foliage color
- Rid Windridge of invasive species – primarily Asian Honeysuckle
- Remove diseased ash trees
- Update the front gate area with attractive new planters filled with colorful plants
- Update the front sign area by replacing trees that impeded vision and adding colorful shrubs and groundcover
- Add two wild flower gardens using colorful native plants, which also reduce lawn mowing
- Trim foundation bushes below windows & around garage lighting
- Remove and replace dying ornamental trees

Many volunteers continue to maintain our beautiful corner gardens located at most major intersections.

With our new lawn service and plenty of rain during the hot summer months, our grass and neighborhood looked splendid this year. Many residents (20+) also completed several landscaping projects to update their foundation planting and to add new garden areas. These additions, along with residents who always plant colorful annuals in their yards, made our community very appealing to potential residents, visitors and residents alike.

Thank you to all of our residents, the many, many resident volunteers and to **Doug Beyers** and our staff.

In 2016, we plan to continue updating with the addition of two new major projects –

- Replace the large, dated shrubs hiding our beautiful stone front gate and flagpole area
- A major trim of undergrowth along our property line with Cathedral

BUDGET AND FINANCE

Eleanor Keppler, Liaison Director

Purpose: Recommend to the Board of Directors an Annual Budget of revenue sources and the expenditure of those funds:

General Committee Goals:

1. To provide for homeowner input and involvement in the analysis and decision-making regarding the association's sources and use of funds. This will be done with the purpose of providing the most value possible.
2. To help enhance and strengthen the financial future of the community by analysis and recommendations for placement of the association's Reserve funds.

Resident volunteers serving on the committee were: **James Higgs**, Chair, **Charles Boyle**, **Bonnie Chastain**, **Dan Evard**, **Eileen Scott**, **Mike Spalding**, and **William Wrege**. **Eleanor Keppler** served as board liaison and treasurer, **Tom Eggers**, advised the committee.

The Budget and Finance Committee met four times during August and September. The first meeting was an orientation session for new committee members to review the process and the worksheets.

At the second meeting, Property Manager **Doug Beyers**, presented his budget proposal for 2016 based upon anticipated community needs. Treasurer, **Tom Eggers**, reviewed Windridge's long range financial plan. Committee chair, **Jim Higgs**, had committee members complete a survey to determine spending priorities.

During the next meeting, the survey results were used to establish goals for the committee's budget.

1. To adequately budget for the safety of residents their homes by replacing sidewalks and cutting down infected Ash trees that could fall on units.
2. To make funds available for security needs.
3. To continue to make lawn care a priority to enhance the overall appearance of the community.

Other topics of discussion were planning for increases in water and sewer rates, continuing needs for improved drainage and siding replacement, building the capital reserve fund for future needs, and the importance of open communication with residents regarding the financial health of the community.

The committee's proposed budget was established at the last meeting. After much discussion of funding, the committee agreed to recommend that the regular assessment be increased and the special assessment decreased in preparation for the anticipated elimination of the special assessment after 2016.

Jim Higgs presented the proposal to the Board for consideration. The Board reviewed recommendations and adapted the proposal to be presented to the community at the November Town Hall Meeting. The final budget was approved by the residents at the Annual Meeting in December.

SECURITY

Marion Dunson - Liaison Director

Purpose: To monitor and address the security needs of Windridge, including security systems, gates, fences, and the community's sense of security with guests, contractors, and nonresident traffic.

During the first part of 2015, Windridge experienced a few minor break-ins. The board of directors and the community promptly came together to address the situation and take measures to protect our residents. We formed a neighborhood watch group, we tested and confirmed the gate "yelp siren" response system which allows police officers to quickly enter, and we cut down any shrubs and small trees that could provide hiding places for would be burglars.

We also contracted with the Indianapolis Power and Light Company to install street lights in dark areas. Windridge continues to be one of the safest places to live in this area.

INSURANCE

Ron Renner - Liaison Director

Purpose: To develop and implement decisions which minimize adverse effects of losses specified in the associations' Declaration of Horizontal Property Ownership.

The coverage provided to our owners by the association has been renewed with Travelers Insurance Company. Our insurance representative, Gregory & Appel, was successful in negotiating a favorable renewal for us at a very small increase in premium costs. We have had two incidents which had some impact on our experience; a truck was stolen, but later found and returned; and a resident had a serious loss due to fire. The coverage which basically protects our residents from any loss from the inside walls out, and roof damage is rather definitive, but if any resident is unsure of the exact extent of the coverage, should feel free to contact the office for clarification. All residents/owners are encouraged to review their insurance, to be assured that adequate coverage is in place in the event of a

loss. From year to year, values can appreciate and additions of personal property (i.e. antiques, art, furnishings, and clothing) can significantly increase replacement costs.

LONG RANGE PLANNING

Tom Eggers – Liaison Director

Purpose: To monitor and plan for Windridge's long range funding needs for the Reserve Fund. This committee coordinates with the Property Manager to project expected expenditures for major repairs and replacements in future years. The committee then develops plans for funding those expenditures, and for investing a portion of the Reserve Fund amounts until they are needed to finance the expenditures.

Our Reserve Fund is used to pay for major repairs and replacements in the current year and also must be built up to pay for major needs in future years, such as repaving roads and replacing roofs.

The Reserve Fund reached a level that allowed us to self-finance the construction of the Community Building, avoiding significant interest costs. The fund will be replenished by investing amounts that would have been paid for office rent over the next several years.

The Board recognized that we have an opportunity for an increased return on a portion of the Reserve Fund not needed for projects over the next several years. In July the Board approved the formation of an Investment Committee to begin looking into such opportunities. One of the first things the Board recognized was that a change in our By-Laws would be needed to create more flexibility in investment options.

In the December Annual Membership Meeting, residents approved the wording of a change in our By-Laws. Such a change requires approval of two-thirds of our members. The member approvals were completed in February 2016.

This was a year of significant accomplishment, and the committee appreciates the support of the community.

MAINTENANCE & GROUNDS

Bill Pert - Liaison Director

Purpose: Cooperate with and assist the Property Manager in formulating and monitoring a maintenance program designed to perpetuate the sound condition and appearance of the Associations' grounds and structures in order to maintain property values and its' visual beauty.

This past year was one with several important changes, additions and improvements. First, taking into consideration the strong recommendations of the Budget committee we hired a new lawn maintenance vendor. The budget authorized more resources for weekly maintenance of our grounds. The new company used smaller equipment in and around front sidewalks, doors, and driveways as well back patio & deck areas of the buildings. The new vendor used a smaller work crew, which worked over several days in order to provide for more continuity and to reduce the "turn & burn" - quick finish mentality. These changes have improved the condition of our lawns, reduced homeowner complaints, and allowed more timely response to the few problems.

Secondly, we developed two "natural" areas adjacent to the woods along Hawks Point. These two areas, installed by our staff and partially funded with grant monies, are meant to be demonstration plots of wildflowers and native grasses. These plots, exhibit the aesthetics of natural landscaping for the homeowners to evaluate after 2-3 years.

If successful the plan will be to expand the project to several other appropriate areas within our complex.

The advantages of this type of landscaping are to eventually reduce the area to be mowed as much as 25% and the chemical applications for fertilizer and weed control. This type of natural landscaping will make our property, wildlife, bird and beneficial insect friendly. This year, as the areas continue to mature, plans are to add several milk weed plants, which will hopefully help to bolster the Monarch butterfly population in our neighborhood. Future possibilities for these types of areas are the inclusion of bluebird houses and a limited number of beehives.

Other major projects that were of importance in 2015 were (and will continue into 2016):

- Siding replacement and painting,
- Driveway & sidewalk replacement,
- Asphalt driveway sealing,
- Installation of additional street & property line lighting,
- Undergrowth and tree clearance (mainly diseased ash trees and honeysuckle)
- Complex wide tree replacement.

RULES & REGULATIONS

Eleanor Keppler – Liaison Director

Purpose: To review, maintain, modify, prepare and publish accurate copies of all the corporate documents for the Windridge Co-Owners Association, Inc.

Residents are encouraged to view the By-Laws and Rules and Regulations on the updated website at www.windridgecondos.com. Click on the Resident Information tab, and scroll down to Association Business and click. The information is found under the Corporate Documents heading. This information is helpful if you have questions regarding to the operation of Windridge, by-laws, or rules and regulations such as architectural or landscaping requests or homeowners vs association responsibilities. Please place the website in your favorites and refer to it often.

During 2014, the Windridge Code of By-Laws were updated in an effort to correct errors and more clearly define some of the authorizations, duties and responsibilities without making substantial changes. Since even minor changes to by-laws require a two-thirds majority approval of our membership to become effective, voting on the changes was shelved until another by-law change was proposed. In 2015 the Board approved changing the By-Law 6.3 enabling the investment of a portion of the capital reserve funds in order to earn a higher return on the money than the interest earned through savings accounts. The by-law corrections recommended in 2014 have been included on the by-law voting form and will be approved along with the investment by-law if the necessary two-thirds vote is obtained. In July of 2015, a new state law regarding Grievance Resolution for Condominium Associations/Homeowners Associations went into effect. The Windridge Board is in the process of adopting procedures for implementation of the law. Details concerning the new law will be included in the Board Minutes when the procedures are come before the Board.

CATHEDRAL HIGH SCHOOL

Ron Renner – Liaison Director

Purpose: To maintain and foster a communications dialogue between Cathedral High School Administrators and the Windridge Co-Owners Association.

After months of failing to reach an agreement with Cathedral in regards to a drainage problem, the Board of Directors authorized retaining the services of legal counsel in an effort to expedite a favorable outcome. It is our contention that construction on the adjacent athletic field caused drainage pipe blockage which results in flooding in an area bordering Cathedral property and residents on Greenwillow Road. There was an agreement to allow an engineering firm to excavate a portion of the site in question, and take pictures via tele camera. It is our contention that these pictures clearly illustrate the damage and further substantiates our claim.

The court has ordered both parties to be subject to a mediation process and of this writing we are awaiting the appointment of the mediator in order to move forward. While it is unfortunate that we are in this position it is our responsibility to protect the integrity of the property within the Windridge community. Hopefully, this matter will conclude soon and will be decided favorably.

Other matters which involve Cathedral have been met with cooperation and good will. It is our intention to maintain a solid, workable relationship between both parties, as it is in our best interests to do so.

COMMUNICATIONS AND MARKETING SUMMARY

Tom McNulty - Liaison Director

Purpose: To implement and sustain a comprehensive communications and marketing program which ensures each party with a vested interest in the Association, with receipt of information pertaining to its affairs.

Many thanks to **Rob Bohn, Tom Ulsas and Jane Loiselle** for their assistance in launching the new web site. The goal of the new site was to use a friendlier version not dependent on code to change information and to maintain the professional image and abundant information from the old site. As many of our residents have internet access and email addresses, the goals were to deliver information faster via electronic mail and the web site, save money from workers passing out flyers, and minimizing the use of the mail tubes for security reasons.

There was an initiative to enhance communication acknowledging the receipt and completion of work orders and to provide an understanding of the priority. The initiative was tabled until 2016.

A marketing initiative was launched to establish a vision and set long term goals in addition to financial planning. Surveys were sent to new residents and although the response was low, the feedback was informative. The initiative was tabled until 2016 due to many year-end activities.

Reminder to visit our new website:

www.windridgecondos.com

SOCIAL

Tom McNulty - Liaison Director

Purpose: To plan, prepare, produce, publicize and oversee various activities and entertainment events for participation and enjoyment of the Association's residents and their guests.

The social activities continue to be abundant at Windridge with **Vicki Eident** as social chairman. The spring/summer picnic, fall wiener roast and annual meeting brought the entire community together to share a meal and enjoy each other's company. Other activities such as WineTime, Dine Around, Cheap Eats and many book and bridge clubs offer the residents to meet in smaller groups and a chance to socialize with neighbors. The social list added a new club of Mah Jongg thanks to **Roseanne Taylor**. The new Windridge office offers the groups a place to meet and enjoy the facilities in 2016 and beyond.

PHI KAPPA PSI

Tom Eggers – Liaison Director

Purpose: Maintain and nurture a cordial, cooperative relationship with the owner of Laurel Hall.

Our relationship with the Phi Kappa Psi National Fraternity, owners of the Laurel Hall Mansion is excellent. They have shared their facilities with Windridge for our monthly board meetings, our November Town hall meeting, and our December Annual Meeting.

The Phi Psi's invited the entire neighborhood to an elegant Christmas open house. Their warm hospitality included an outstanding array of food and drinks, and tours were given of the beautifully decorated mansion. Windridge residents were most appreciative to have been included in this special event. We value the Phi Psi's as excellent neighbors and look forward to continuing our outstanding relationship.

