

WINDRIDGE CO-OWNERS ASSOCIATION, INC.
Indianapolis, Indiana
Board of Directors Meeting Minutes 2017 – 9

Our VISION statement:

Windridge Condominiums will be a preferred residential community that is naturally beautiful, friendly, diverse, secure, thriving and influential in the Millersville area.

The regular meeting of the Board of Directors of Windridge Co-Owners Association, Inc. was held on September 18, 2017 in the Community Room of Windridge Office, Indianapolis, Indiana. Board President, Eleanor Keppler, presiding; Jane Loiselle serving as Secretary.

ATTENDANCE

Directors:

Class of 2017	x	Eleanor Keppler, President	x	Jane Loiselle, Secretary	X	Charles Boyle
Class of 2018	x	Vicki Eident, V. Pres.	x	Bill Pert		Eileen Scott
Class of 2019	x	Tom Eggers, Treasurer	x	Mike McCracken	x	Beverly Watkins
Staff:	x	Doug Beyers, Manager	x	Darcy Heyerdahl, Office Manager		

Call to Order

President Keppler called the meeting to order at 7:00pm.

Owners Comments - none

Adoption of Agenda

*Eggers moved, 2nd by Watkins, to approve the agenda.

The motion was adopted.

Approval of Minutes

Keppler asked for approval of the minutes of the August 21, 2017 Board Meeting.

*McCracken moved, 2nd by Loiselle, that the minutes be approved as distributed.

The motion was adopted.

Acknowledge of Previous Board Action:

Architectural requests approved by email. All requests are at the owners' expense.

1. 5427 Green Willow Dr - Replace deck
2. 5331 Whisperwood Ln - Replace eight double hung windows
3. 5225 Whisperwood Ln - Install radon mitigation system

*Loiselle moved, 2nd by Eggers, to acknowledge these request.

The motion was adopted.

President's Report – Eleanor Keppler

Welcome Charles Boyle: We appreciate Charles' willingness to serve the remainder of Rick Alexander's term which ends after the board reorganizes in December 2017. This month Charles has been introduced to board activities by reviewing our financial accounts with Tom Eggers and meeting procedures with me. He also attended both of the New Owner meetings last week. Charles will assist the liaisons for the architectural, security and long range planning committees. He has agreed to introduce himself to us at this time.

Strategic Plan Review: It is time to dust off our notebooks and review our progress towards the goals, strategies and tactics outlined in our Strategic Plan. This meeting will take about 45 minutes. Jon has outlined a suggested format for our discussion and requested that he not participate in the meeting. When would a convenient time for us to meet for this 30 to 45 minute review session?

Nominating Committee: Any Owner who wishes to serve on the Board of Directors is to submit an informal resume to Sue Foxx by October 1.

New Owner Meetings: Last week Doug and participating board members hosted two informational sessions for Owners who have moved into Windridge during the past two years. Thirty New Owners representing twenty-one units attended. The feedback from those who attended has been positive and we recommend that such meetings be scheduled quarterly or semi-annually in the future.

Pedestrian Safety: Following several resident complaints about speeding vehicles and residents feeling unsafe while walking dogs, Doug and I distributed a street safety memo to residents in the tubes. We are talking to contractors and delivery company dispatchers concerning speeding. We can help by reporting speeding vehicles to the office. Please give a description of the vehicle, the date and approximate time, and, if possible, the destination. Remember you are responsible for informing your service people and guests of our speed limits. **Please protect yourself by following good pedestrian practices.**

Treasurer's Report – Tom Eggers**TREASURER'S REPORT****August 2017****K = Thousands () = Negative Numbers****Results for August, 2017**

Total Expenses are over budget	<u>2.4</u> K
<u>Major area for the overage:</u>	
-Major Repairs/Replacemnts	17.3 K
Siding is over budget	
All Other various under budget	(14.9) K

Results for the Six Months Ended August 31, 2017

Total Expenses are under budget (112.8) K

Some major reasons for the underage:

Major Repairs and Replacements Painting not completed Gate Improvement has not started Tree Removal under budget	(80.4) K
Grounds Maintenance Most expenses under budget, but Sewer/Lift Station is 19.1 over budget	(12.5) K
Building Maintenance Foundation/Crawl Spaces is over budget	24.3 K
Salaries & Wages Planned addition hasn't occurred	(19.0) K
Sewer Lower than expected charges	(20.6) K

Forecast for the Year

Total Expenses over budget	<u>25.3</u> K
Operating Budget under budget	(20.3) K
Building Maintenance over	48.4 K
Grounds Maintenance under	(8.3) K
Salaries & Wages under	(30.0) K
Water & Sewer under	(14.2) K
Insurance deductible under	(10.0) K
Reserve Budget over budget	45.6 K
Painting & Siding over	28.0 K
Gate Improvement over	10.0 K
Erosion/Drainage over	8.5 K

Manager's Report – Doug Beyers

We have 221 homes in Windridge. The staff's purpose is to manage the responsibilities of the Co-Owners Association. We prioritize work based on importance. Habitability and safety issues are scheduled first. Repeated calls, emails and visits to the office only slow our progress. It is fine to inquire about a specific work order that is a habitability concern, such as a leaking roof or water intrusion. Please do not inquire repeatedly concerning low priority items, such as weeds in the yard or bare spots in the lawn. The preferred method to submit a work order is by email or online through our web page.

*The **natural gas line installation** on Whisperwood Ln and Thicket Hill Ln was installed. Citizens will complete the road repair work prior to bad weather. Windridge Co-Owners Association has NO financial obligation for this installation. It is being financed by Citizens Energy Group.*

***5347 & 5401 Greenwillow Rd area swale**- The contract was signed and submitted to North Point Engineering for the design to improve the swale. The design was postponed to the end of October due to the engineer's schedule.*

Drainage & Erosion Planning- Windridge Dr drainage project started 8/16/2017. The final grade & seeding will be completed this week. Fences will be replaced following grading. The Thicket Hill Ln/Whisperwood Ln drainage project retaining wall was repaired. Excavation will start later this fall.

Windridge Dr – Street repair should be completed in the next two weeks. We are waiting on the contractor.

Siding & Painting of 35 units- Siding repairs are approximately 80% complete. Painting is approximately 85% complete. Painting is approximately 60% complete.

Main Gates- The North Main Exit gate and opener have been ordered and will be installed first. The North Main Entrance Visitor gate has also been ordered. The new block post has been installed for the Visitor gate. I'm working on scheduling asphalt and gate installation.

Work Order Backlog- 77 outstanding. The backlog decreased by 13 from last month.

Lawn Treatments- Fertilizer & weed treatment will be applied in the next few weeks.

5201 Wheatcroft Cr – The downspout will be buried under sidewalk at corner of garage prior to bad weather. Other downspout work will be planned for 2018.

5382 Thicket Hill Ln - Looking for plantings that will thrive in the shady, sloped area. This is a summer project has been delayed due to staffing issues.

5349 Whisperwood Ln- Owner is requesting floor repair/replacement due to water damage.

To be discussed in Executive Session.

5401 Greenwillow Rd- Sump line remains to be buried which has been delayed due to work load. We will complete as soon as possible. Must be done prior to bad weather.

5314, 5318 & 5322 Windridge Dr- Downspout repair has been delayed due to rain and work load. These will be our next area of repair.

5338 White Marsh Ln Drainage Project – Front walk and entryway have standing water. This project is scheduled and budgeted of 2018. The owners have been notified.

5269 Windridge Dr - Water runs down the slope between the homes and across the patio slab. This project is scheduled and budgeted for 2018. Our maintenance staff will evaluate and make temporary improvements to route water away from basement door area until the project completed. The owners have been notified

5246 Whisperwood Ln- Water stands on patio and floods during heavy rain. I need to investigate drains, pipe size and outfall of water. I recommend jetting the line this fall.

Fencing Project along Cathedral border – Phase 1 is completed. Phase 2, behind the rain garden, will be done this winter.

Downed tree @ Cathedral Bridge – It is on the list for our tree contractor and scheduled for 2018.

Use of Temp Service to fill staff opening –

To be discussed in Executive Session.

Mayor's Advocate – Gregory Garrett 317-327-5119 – Mayor's Action Center 317-327-4622 –

1. 56th paving project underway with emphasis on walkability.
2. Fall Creek bike trail south to 46th to be repaired & repaved this fall.
3. People's Planning Academy scheduled this fall. If interested call Darcy.
4. DPW is taking suggestions for 2018 Road Projects until Dec 1.
5. Traffic Calming relining on Emerson is on hold and under discussion.

Committee Reports by Board Liaisons

A. Architectural – Bill Pert

1. **5204 Wheatcroft Ct** - Replace window. Approval recommended.

*Motion by Pert, 2nd by Eident, to approve.

The motion was adopted.

2. **5223 Windridge Dr** – Repair or replace rear wooden deck & steps. Permit required is replaced. Approval recommended.

*Motion by Pert, 2nd by McCracken, to approve.

The motion was adopted.

3. **5255 Greenwillow Rd** - Replace decking boards on front & rear decks & steps to front door. Install cast iron decorative panels attached to step up railings in front. Approval recommended with stipulations.

*Motion by Pert, 2nd by Eident, to approve replacing the decks and installing the cast iron decorative panels at the owner's expense and reimburse the owner for the cost of the steps and front entry walk up to the amount we would pay for concrete to be negotiated by Beyers.

The motion was adopted.

4. **5419 Greenwillow Rd** – Replace garage coach lights. Approval recommended.

*Motion by Pert, 2nd by McCracken, to approve.

The motion was adopted.

5. **5243 Fawn Hill Terr** – Repair & restore existing deck & railings. Approval recommended.

*Motion by Pert, 2nd by Eggers to approve.

The motion was adopted.

B. Budget & Finance – Beverly Watkins – 2018 Budget distributed by the committee.

C. Cathedral High School – Elle Keppler & Bill Pert - Nothing new to report.

Will discuss in Executive Session.

D. Human Resources – Eleanor Keppler – We are still looking for an additional full time maintenance employee.

E. Insurance – Mike McCracken – Current carrier is willing to renew. We may have other bids in October.

F. Landscape & Beautification – Vicki Eident

Landscape Requests –

1. **5151 Hawks Pt Rd** – Owners request to have a dying fruit tree adjacent to their home removed at their expense by their contractor. Approval recommended.

*Eident moved, 2nd by Watkins, to approve.

The motion was adopted.

2. **5315 Greenwillow Rd** – Owners request that association remove two dying crabapple trees so they can plant new trees at their expense. Vicki is going out of town for two weeks; request given to Bev Watkins for review and recommendation via email.

Landscape Report –

– Several members of the committee volunteered to weed and clean up corner gardens for the fall.

- Ken Myers volunteered to locate and plant replacement trees for two locations.
- The committee discussed discontinuing the use of dyed black mulch. Their preference is to switch to **natural dark brown hardwood mulch**. Owners who have already purchased black mulch may use it for this application. Owners should keep in mind that mulch applied within one foot of foundation encourages termites. Banking mulch around trees and bushes is unhealthy for the plants as well.
- Owners are encouraged to tidy foundation plantings prior to winter.
- All are welcome to lend a hand to tidy the corner gardens as well.
- Landscape & Architectural Reminder flyers were distributed to each home.

The Landscape Committee meets on the first Thursday of each month at 1:00p.m. in our Community Room. All gardeners are welcome.

G. Rules & Regulations – Eleanor Keppler –

Six letters were mailed regarding covenant violations. One meeting was held.

To be discussed in Executive Session.

H. Social – Vicki Eident

*Members of the new **Welcome Committee** will visit owners soon after they are settled into their homes. A Neighborhood Watch Capitan/or Coordinator will join them.*

*The autumn hot dog roast and pitch-in will be held on **Saturday, October 14th** (rain date Sunday 10/15) in the area across from the Community Room beginning at 4:00 pm. Hot Dogs, Buns & Condiments will be provided. A flyer will be distributed prior to the event. All residents are welcome.*

Social organizations and events are included on the windridgecondos.com website.

Unfinished Business:

1. Tabled motion re: Community Room Guidelines status – Eident will bring to Oct or Nov meeting.

New Business: NONE

Adjourned to Executive Session at 8:29pm to discuss: Cathedral lawsuit, Bids, covenant violations and other legal issues. No action was taken.

The meeting was adjourned at 9:20pm.

Next Regular Meeting will be at Windridge Community Building on Monday, October 16, 2017 at 7:00pm.