

**WINDRIDGE CO-OWNERS ASSOCIATION, INC.**  
**Indianapolis, Indiana**  
**Board of Directors Meeting Minutes 2018 – July**

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 July 16, 2018 in the Community Room of Windridge Office, Indianapolis, Indiana. Board President, Vicki Eident, presiding; Beverly Watkins serving as Secretary.

**ATTENDANCE**

<b><u>DIRECTORS</u></b>	
Vicki Eident, President	X
Mike McCracken, Vice President	X
Beverly Watkins, Secretary	X
Tom Eggars, Treasurer	
Charles Boyle	X
Jon McGann	X
Bill Pert	X
Eileen Scott	X
Karen Shepherd	X
<b><u>STAFF</u></b>	
Doug Beyers, Property Manager	X
Renee' Michael, Office Manager	X

**Call to Order**

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

**Owners Comments** – Three owners spoke in opposition to the creation of a south gate entrance. Two owners spoke in favor of the entrance.

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

- Ladywood Estates is asking the city to take over Ladywood Drive and its maintenance from Emerson to Millersville. Greg asked for input from Windridge as to what we'd like DPW to consider (if the city agrees to the take over) when they resurface, such as left turn only lanes. Doug Beyers will author the letter/email to be sent to DPW.
- Greg is asking Windridge for opinions on what safety issues we anticipate may result from the upcoming Taco Bell and Fall Creek Trail improvements eg. increased traffic, increased trash. (Owners may contact Board members or the Office with their concerns.)

**Adoption of Agenda**

- Eident asked for approval of the agenda for the July 16, 2018 meeting.
  - \* Shepherd moved, 2<sup>nd</sup> by Pert, to approve the agenda.The motion was adopted.

### **Approval of Minutes**

- Eident asked for approval of the minutes of the June 18, 2018 Board Meeting.  
\* McCracken moved, 2<sup>nd</sup> by Boyle, to approve the minutes as previously distributed.  
The motion was adopted.

### **Acknowledge of Previous Board Action**

- Eident asked for confirmation of the landscape request decisions listed below.  
\*Watkins moved, 2<sup>nd</sup> by McCracken, that the requests be approved.  
The motion was adopted.

### **Landscape Requests previously denied electronically:**

- **5205 Greenwillow Court** (not approved)  
Request staff to remove two front bushes to make room for two Adirondack chairs in foundation area. (Owner may remove bushes at own expense and mulch or request to replace with other plantings but not with chairs.)
- **5321 White Marsh Lane** (not approved at this time)  
Request staff to remove overgrown bush from common area.
- Eident asked for approval of the landscape/architectural requests listed below.  
\*Watkins moved, 2<sup>nd</sup> by Shepherd, that the requests be approved.  
The motion was adopted.

### **Landscape Requests previously approved electronically:**

- **5220 Windridge Drive**  
Owner to plant tulip poplar in common area at own expense.
- **5337 Thicket Hill Lane**  
Staff requested to remove three dying bushes in foundation area.
- **5306 Windridge Drive**  
Request placement of garden statue and mulch in front foundation area at owner's expense.

### **Architectural Requests previously approved electronically:**

- **5316 Whisperwood**  
Motorized awning over existing patio.
- Eident asked for approval of the newly submitted architectural request listed below.  
\*Pert moved, 2<sup>nd</sup> by McCracken, that the request be approved.  
The motion was adopted.
- **5339 Greenwillow**  
Request to convert existing three season room and attached covered porch to screened in porch, pending permit compliance and submission of contractor plans involving removal of non-load-bearing wall, installation of appropriate footers and new exterior wall, and (amended) owner assumption of all clean-up and maintenance.

## **OFFICERS' REPORTS**

### **President's Report – Vicki Eident**

- About sixty neighbors participated in the picnic on June 23rd. Fried chicken was ordered from Mississippi Belle restaurant and side dishes were provided by those attending. We were fortunate that, after days of rain, the weather was perfect. Thanks to everyone who stepped up to help. We love when owners volunteer.

The new benches, in memory of Rick Alexander, have been installed in the green space facing the Windridge office. This area is a gift from Rick's wife, Karen Shepherd, and donations from neighbors. Rick served for many years as president of the Windridge Co-Owners Association.

### **Vice President's Report – Mike McCracken** No Written Report

### **Secretary's Report - Beverly Watkins** No Written Report

### **Treasurer's Report – Tom Eggers –** No Report

### **Manager's Report – Doug Beyers**

- South Exit Gate – We have pricing for the South Gate Upgrade to discuss. The board needs to decide next steps or to defer upgrade of the South Gate. The upgrade will allow residents to enter with remotes, trucks to enter, and all to exit the South Gate by office onto Emerson Way. The current opener will need to be replaced with new loops if the gate upgrade is not approved. Direction is needed from the board.
- Termite Inspections are the week July 16, 2018.
- Gutter cleaning was completed.
- Drainage and Erosion Planning-
- The Thicket Hill Drainage Project is complete. Finish grading and seeding was done July 16, 2018
- 5314, 5318, and 5322 Windridge rear drainage is complete. Finish grading and seeding is complete. The front downspouts will be our next major area of staff drainage repair. I have pricing to install drainage lines. 5338 White Marsh drainage has been installed. Asphalt repair remains.
- The drainage project behind 5263, 5265, 5269, 5271, 5273 Windridge has started. We expect the drainage portion of the project to be completed the week of July 23<sup>rd</sup>. Final grading will follow after the soil settles.
- Cathedral and Windridge Fence- New gates are in the process of being constructed by the staff. After the fence/gates are completed grass and other vegetation will be added to enhance the appearance.
- Removal of dead trees and trees with potential property damage is underway. Dead limb (dead wooding) trimming is planned for July/August.
- North Point Engineering design for an improved swale in the area of 5401 and 5347 Greenwillow Road is complete. We will discuss in unfinished business.
- We have contacted contractors to evaluate basement foundation leak and quote pricing for repair. The repair is scheduled for June 19, 2018. Repair completed.
- Currently, we have three summer employees.

- The full-time maintenance candidate decided to stay at their current job.
- I would like to suggest that all residents check and install Smoke Detectors.
- All Owners must get approval from the board before any changes are made to the common areas.

#### **Financial Update**

- Grounds Maintenance is under budget by \$29,000.00. Reasons are: Board decision not to prune, less than planned snow removal, driveway maintenance (timing) and Timing on retaining wall replacement.
- Building Maintenance is under budget by \$5,500.00. The main reason is timing on termite renewal and treatment.
- Major Repairs and Replacement are under budget by \$47,000.00. The main reasons are: Timing of truck replacement, Erosion and drainage timing, and Tree removal timing.
- Salaries and Wages under \$25,455.00. Inability to hire an additional maintenance person.

#### **COMMITTEE REPORTS BY BOARD LIAISONS**

##### **A. Budget - Karen Shepherd**

- The 2019 budget is being finalized and will be presented to the Budget Committee at their first meeting in early August.

##### **B. Cathedral - Karen Shepherd (to be discussed in Executive Session)**

##### **C. Landscape & Beautification – Beverly Watkins**

- The Landscape Committee reviewed the budget balance year-to-date in Landscape Improvements and discussed how to best direct remaining funds over the next few months.
- Their focus is on the area referred to as Myers' Woods, clearly seen by the public driving by on Emerson, once a solid tangle of honeysuckle, obstructed from sunlight by an enclosed canopy.
- The area has been under 'renewal' by Committee member Ken Myers who removed much of the invasive growth by hand and who has begun planting Norwegian spruce, dogwoods, and redbuds, as well as some flowering plants. He has also helped mark the many trees that are dead, dying, or problematic, for removal by our staff.
- It is this tree removal work which the Committee wishes to fund with the remaining budget. Once completed, the area can be properly and safely cleared of invasive ground cover, planted with new trees and appropriate plants, and more easily maintained.

The Committee feels strongly that this area is the 'face' of Windridge to all who drive by and that its appearance will enhance our unique image of being a park-like setting.

\*\*\*\* The Landscape Committee is willing to provide owners with guidance. Remember, a landscape request must be submitted and approved prior to any gardening in common areas and for new plantings or removals in limited common areas (except annuals and perennials).

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

#### **D. Security - Mike McCracken**

- Three cars were broken into and one was stolen on Windridge drive. The car that was stolen was parked in the driveway locked. It is unknown at this time if the other cars were locked or not. The police believe the thieves used technology to unlock the locked vehicle and steal the car. If you have a key fob the thieves can steal the signal and transmit it to another device by the car and unlock and start it. Imagine someone standing close to your house looking for the signal of the key fob and someone else standing by the car with a receiver to open and start the car. If a car is unlocked a machine can be plugged into the OBD port of a car and make a copy of the key fob.

**As a reminder- Please lock your car and remove all valuables. Place your key fob away from the outside walls and preferably store the fob in a metal can or shield.**

If you see anyone suspicious in the neighborhood call the non-police number – 311. It is better to report a suspicious person and have the police check it out then to have someone steal from us. If you see a crime being committed, call 911!

Car theft is up 7.6% and climbing fast! We are in a gated community but a gate just a deterrent.

#### **E. Social - Charles Boyle**

- Windridge had their annual picnic on Saturday, June 23, 2018. The weather cooperated and there was beautiful weather. A good time was had by all. Great turnout.

#### **Unfinished Business:**

- A letter explaining the new ACH policy will be mailed to non-ACH-using owners in the next few weeks.
- Swale and Berm - Regarding Greenwillow and Cathedral swale and berm maintenance, we are awaiting our attorney's call to get permission from Cathedral to complete this work.
- Policy concerning decorative sidewalks and their replacement - regarding a specific and current architectural request involving this policy, it was decided to seek legal counsel and then discuss with the owner.
- South Gate Project - Regarding a proposal to add a second entrance, a motion was made by Watkins, 2nd by Shepherd, to not approve the creation of a new south gate entrance at this time. After much discussion, a vote was taken and the motion was passed by a majority of 4 to 3. The Board thanks all the owners who voiced their opinions, both pro and con, on this issue.

#### **New Business:**

- A discussion involving the owner's checklist and our supporting documents around the installation of skylights/tunnels was tabled until the August meeting.
- The Board was made aware of issues with police and ambulances at times not being able to get through our gate. It has been confirmed that Emergency Dispatch is aware of the correct procedures including a code, a key, and the ability to use the 'yelp' siren to activate the gate sensors. Board member Pert will contact North District Commander Joshua Barker to confirm that all officers and EMT's are fully educated on our emergency gate procedures.

**Adjourned to Executive Session at 9:07pm to discuss:** Cathedral litigation

**Regular session reconvened at 9:45pm.**

**Meeting was adjourned at 9:45pm.**

The next Regular Meeting will be at Windridge Community Building on Monday, August 20, 2018 at 7:00pm.