

Windermere Homeowners Association
Board Meeting
July 17, 2023 via Zoom teleconferencing

1. Call to Order: Don Wyatt called the Board meeting to order at 7:05 pm. The following were present:

Chad Ertel - Kirkpatrick Management Company (KMC)

HOA Officers:

Don Wyatt - President (term 1/1/2023 - 1/1/2025)

Greg Estell - Vice-President (term 1/1/2023 - 1/1/2025)

Meg Shanley - Treasurer (term 9/17/2022 - 1/1/2024)

Brian Butler - Secretary (term 1/1/2022 - 1/1/2024)

Jason Luebke - Member at Large (term 1/1/2023 - 1/1/2025)

Erica Wise - Member at Large (term 11/1/2022 - 1/1/2024)

Brent Huber - Member at Large (term 1/1/2023 - 1/1/2025)

2. Review/Approval of previous meeting minutes.
June 2023 minutes were reviewed. Motion by Don, seconded by Meg. Motion carried.
3. Treasurer's Report
 - a. Delinquency Report from KMC
 - b. End of 2023 annuals, in court for remainder.
 - c. Demand letters for six delinquencies were sent.
 - d. Two properties on Greenway and one property on Cheswick and Glen Abbey are on payment plans for past due obligations and are current.
 - e. Property on Springston has had a lien filed against it.
4. Management Report
 - a. KMC did a drive around the property with ProCare for property, with 96th and Woodlands and Crosswinds entrances to be quoted based on design.
 - b. Encore will replace arborvitae, interested in bidding the annual mowing contract.
 - c. There are items for dead landscaping that need addressed. What kind of budget – 2 or 3 times for next year so we can address the replacements of trees and bushes that need replacement. We aren't really getting issues brought forward by landscaper to address currently. We are looking to put this out for bids to multiple landscapers (Encore, ProCare, others) – look at who to use, compare who is working at Hamilton Proper, Grey Eagle, Spyglass. Should minor trimming be included in the grass cutting contract (minor trim, sculpting of bushes, maintain 7' clear on sidewalks along with landscape beds. Chad will start on the RFP for the new contract, distribute to board for review.
 - d. Erica and Meg will work on putting landscape plan together for Mollenkopf Crosswinds entrance.
 - e. Bids for pool filters were included – Barton - no bid, Pyle – high, AMI – lowest cost.

- f. Cost for sidewalk grinding on common area sidewalks for review. Should we get with Fishers about sidewalk maintenance? First of year Fishers has put monies into the repairs. Also will include discussion of potholes.
- g. What is condition of ponds treated on golf course by ASAP Aquatics this year? ASAP is supposed to look at this weekly. Things can happen within a week out there.
- h. Irrigation – nothing from Scott. We are going to need to bid from scratch per Chad. We don't have a good handle on what is broken. Not going to just approve invoices after the fact. There is a repair list from June 2022 – still needs addressed. Couple of backflows need replaced. We approved \$5K (currently \$3K of items need addressed). \$12K in budget, \$2.8K paid. Heritage Green and Treyburn northwest corner has no power.
- i. Violations:
 - 1) Muirfield Trace – Fence violation, final letter was sent to homeowner attorney, KMC to follow up on response. Attorney received letter from homeowner Friday.
 - 2) Bent Tree Lane – Attorney fee invoice has been sent, no response from title company or Opendoor.
 - 3) Lakeland - Awaiting a court date from the County.
 - 4) Lakeland – Another property added to violation list. Light pole violation from March 2021, other violations (about 15) going back to 2021. Has been ready for legal since 5/2021. Intend for board to review in person and send final letter to homeowner for resolution prior to sending to legal. Installed a fixture, but was wrong one.
 - 5) Reserve study – yes, move forward with edits from board about contract language.

5. Old Business

- a. Playground - no updates. Survey closed January 25, 2023. Approximately 360 resident responses and comments.
- b. Pool Plaster - Barton's all done. Retractable awnings – all done. Awning on concession area – going to redo next winter. Chaise lounges – all done. Need to review pool filter replacement cost and schedule.
- c. Pool chemical dosing system – Operational.
- d. Cameras at pool area are working.
- e. Sealcoating - Hasco completed, working on rework out there.
- f. Sports Courts - Schedule meeting with Leslie Coatings for further discussion. Need to schedule a day to meet next week. Try to set up for Wednesday next week.
- g. Ponds/Skunks – Geese round-up occurred last week. Chad Ertel to contact Morlack for muskrat control and will explore skunk control options for the year. Board members agreed that skunk control will be limited to common areas.
- h. Painting of street poles and bases, received one bid. KMC has not received additional bids, will reach out to additional vendors. Current cost is from below light fixture down (*does not include the light fixture housing).
- i. Received bid for new volleyball posts and installation - \$3,535 from CRG. Going to get price from another bidder.
- j. Reserve fund study – contract to be reviewed and signed by board, previously approved.
- k. Irrigation startup seems to be stalled out, have not received an update on work to approve for the season from contractor. Board asked for a couple of quotes for a new vendor.

- l. Architectural review process – Process is online form, submit electronically. Committee reviews. Missing information or details that were supposed to be included, such as plot plans, delay review process. HOA will put together a list of common projects with expected items.
 - m. Check faucet in women’s room and showers in mens room. Potentially get a plumber to review. Still needs addressed.
 - n. Ordered sign blades – one to replace existing at Heritage Green entrance, ordered 4 spare.
 - o. Trash – Waste Management or Republic are our only choices. Not good feedback on WM. Will need to put together information for bids.
6. New Business
- a. Compliance team inspections – if they are inspecting mailbox and lamppost – are they looking for other things as well such as weedy landscaping and other general upkeep items? Seems like some houses / lots are not being caught on inspections. Intent is that the entire neighborhood is reviewed regularly by KMC. Board to review the priority issues for review. Two on Treyburn that are sloppy, along with another on Treyburn Villas section that is really behind.
 - b. Glenn Abbey pond – issue of how to address HOA landscape maintenance. HOA landscaper is finding it very difficult to mow along the strip at the pond edge. HOA to write a letter to impacted homeowners for potential options – either homeowner mow or providing access. Greg will work to write a letter to distribute.
7. Miscellaneous
- a. WHOA Bank Accounts - Chad Ertel moved into high rate account at Merchants Bank for HOA bank accounts.
 - b. Windermere Garage Sales – Fall sale - Friday September 8 and Saturday September 9, 2023.
9. Adjournment - Meeting was adjourned at 8:33 pm. Next Windermere HOA Board meeting will be August 21, 2023 at 7:00 pm via Zoom teleconferencing.

Submitted by Brian Butler
July 18, 2023