

**Windy Ridge Homeowners Association
Board of Directors Meeting
February 25, 2025**

Windy Ridge (WR) Homeowners Association President Elizabeth Higson called the meeting to order at 7:00 pm. Board members present included Carlos Beltran, Mona Joyner, Melody Kissinger, Stephen Natale, Ryan Becker and Tim Stankiewicz (excused absences - Melissa Banno & Marty Welch). New board members Ryan and Tim were welcomed for their initial three-year appointment for 2025/2026/2027. Property manager Freedom Edmundson was not in attendance.

A motion was made by Elizabeth, seconded by Mona, and unanimously carried to approve the WR December 2024 minutes. Financials for December 2024 and January 2025 were reviewed and highlights of WR's finances include the following.

	<u>December 2024</u>	<u>January 2025</u>
Operating Account	\$ 59,645.05	\$ 59,294.69
Escrow Account	\$ 17,127.14	\$ 18,391.95
Delinquent Accounts	\$ 5,738.89	\$ 4,970.20
Capital Improvements		
Budgeted	\$ 75,138.00	\$111,025.00
Spent YTD	\$109,158.45	\$ 9,224.01

Dumpsters – Three dumpsters on Barnes Street by units 63, 49 and 74 were replaced in January.

Mailbox Replacement – New mailboxes for Scott Street (units 1-34) have been ordered and will be installed by board member Carlos. Property manager will contact the Postmaster and coordinate efforts in the notifying homeowners about mail stoppage/pick up during the installation time as well as picking up new keys.

Parking Spaces Numbering – Tim had samples of label stickers for parking spaces. These stickers range from \$.50 - \$.75 each, so he will work up an estimate of the funding amount needed for ordering numbers for units 1-106 (excluding the clubhouse unit 35).

Fences – The sealing of fences (units 1-68) should be completed soon. Bids from Seegars for the next fence installations have been received and are \$14,154.00 for units 69-74, \$11,418.00 for units 75-79, and \$14,329.00 for units 80-84 & 101. Motion was made by Elizabeth, seconded by Ryan, and unanimously approved to proceed with the next update.

Gutter Cleaning – The three prior bids received were discussed and consensus was to continue with the previously used vender. A motion was made by Elizabeth, seconded by Stephen, and

unanimously approved to accept Southern Outdoor Restoration bid for annual gutter cleaning in the amount of \$1,275.00 for cleaning in June and \$1,275.00 for cleaning in November.

Tree Removal – Elizabeth recently met with Steven Wingate regarding removal of several trees on the WR common area property. A bid was received of \$2,650.00 (pine tree behind unit 68, birch tree in front of unit 10, and several small hardwoods abutting to fences behind units 89/90) for trees this year and \$2,300.00 (by units 75 & 88) for two oak trees next year. A motion was made by Elizabeth, seconded by Stephen, and unanimously approved to proceed with the tree cutting by Steven Wingate in the amount of \$2,650.00.

Annual Officers – In accordance with the bylaws of WR, annual officers are to be elected yearly at the first HOA board meeting following the annual members meeting. Presently, Elizabeth is serving as President, Stephen as Vice President, and Melody as secretary/ treasurer and all three have agreed to continue to serve if reelected. A motion was made by Mona, seconded by Ryan, and unanimously approved to re-elect Elizabeth Higson as President, Stephen Natale as Vice President and Melody Kissinger as secretary/treasurer.

The next HOA board meeting will be April 29 at 7:00 pm. The meeting adjourned at 7:58 pm.

Respectfully submitted,

Melody Kissinger
Secretary/Treasurer

**Windy Ridge Homeowners Association
Board of Directors Meeting
April 29, 2025**

Windy Ridge (WR) Homeowners Association President Elizabeth Higson called the meeting to order at 7:02 pm. Board members present included Melissa Banno, Carlos Beltran, Melody Kissinger, Stephen Natale, Ryan Becker and Marty Welch (excused absences – Mona Joyner & Tim Stankiewicz). Property manager Freedom Edmundson attended via phone. Guests included Jimmy Booth (unit 12).

A motion was made by Elizabeth, seconded by Stephen, and unanimously carried to approve the WR February 25, 2025 minutes. Financials for February and March 2025 were reviewed and highlights of WR's finances included the following:

	<u>February 2025</u>	<u>March 2025</u>
Operating Account	\$ 54,487.84	\$ 57,612.62
Escrow Account	\$ 18,391.95	\$ 18,391.95
Delinquent Accounts	\$ 3,631.72	\$ 2,757.54
Capital Improvements		
Budgeted for the year		\$111,025.00
Spent YTD		\$ 28,349.61

Tree Removal – Tree removal work for this year has been completed. Next year's tree removal includes two large trees by units 75 & 88.

Mailbox Replacement – New mailboxes for Scott Street have been installed. Elizabeth will price out the next replacement for units 83-106.

Parking Spaces Numbering – Tim ordered samples of label stickers for parking spaces and will follow up at the next meeting with his testing results and company's recommendation regarding installing on concrete.

Fences – Seagars is finishing up its current project and should be able to start on WR fences 69-74 mid-May. The order for the next installation of fences will be units 75-79, 80-84 and 101.

Dumpster – The dumpster by the clubhouse needs replacement so Stephen will contact the vendor for a quote.

Tennis Court – The torn tennis court nets have been removed, and discussion ensued about the future use of that area as well as renaming of that area to reflect appropriate usage. Currently the area is being used for dog park and children playground. A motion was made by Elizabeth, seconded by Stephen, and unanimously approved by the board to rename the tennis courts to Community Court.

Community Concerns – Several reports have been made by residents about (1) children riding their bikes in the streets into oncoming traffic, (2) children jumping on A/C units in order to climb patio fences, and (3) residents using Visitor spots instead of their assigned parking spots. In addition, there needs to be a reminder about spring cleaning of front porches with guidelines of what is acceptable and appropriate for the front areas. Freedom reminded the Board pictures are needed in providing proof of rules & regulations violations when dealing with neighborhood children as well as providing the units they occupy. She will send out an email reminder to all residents, with a request to share with rental occupants, of WR's guidelines for these types of events.

The next HOA board meeting will be on June 24 at 7:00 pm. The meeting adjourned at 7:48 pm.

Respectfully submitted,

Melody Kissinger
Secretary/Treasurer

**Windy Ridge Homeowners Association
Board of Directors Meeting
June 24, 2025**

Windy Ridge (WR) Homeowners Association President Elizabeth Higson called the meeting to order at 7:10 pm. Board members present included Melissa Banno, Ryan Becker, Melody Kissinger, Stephen Natale and Tim Stankiewicz (excused absences – Carlos Beltran, Mona Joyner and Marty Welch). Property manager Freedom Edmundson attended.

A motion was made by Stephen, seconded by Ryan, and unanimously carried to approve the WR April 29, 2025 minutes. Financials for April and May 2025 were reviewed and highlights of WR's finances are listed below. Of note, the delinquent accounts have been reduced to \$1,587.56. A motion was made by Ryan, seconded by Tim, and unanimously approved to accept the financials as presented.

	<u>April 2025</u>	<u>May 2025</u>
Operating Account	\$ 61,295.23	\$ 64,875.62
Escrow Account	\$ 18,391.95	\$ 18,391.95
Delinquent Accounts	\$ 2,593.62	\$ 1,587.56
Capital Improvements		
Budgeted for the year		\$111,025.00
Spent YTD		\$ 35,255.61

Clubhouse AC – The Clubhouse air conditioner is not working. Multiple repairs have been completed within the past several years, so the Board agreed to have Stephen contact new vendor, Jeffrey Sawyer of Sawyer Electrical Repairs to service the heat pump unit.

Fences – Seagars finished units 69-74, including replacing gate on 69 following a storm that resulted in a huge limb falling on the gate. The order for the next installation of fences will be units 75-79, 80-84 and 101 and should be completed by the end of the first week in July.

Rainstorm Cleanup – Neal Williams has cleaned up the debris as a result of recent rainstorms. In addition, several homeowners also assisted with cleaning up.

Gutter Cleanout – Southern Outdoor Restoration was onsite recently and is returning June 25 to finish units 80-84 and 95-106.

Mailbox Replacement – The cost to purchase new mailbox unit for 83 – 106 is \$2,292.50. A motion was made by Tim, seconded by Ryan, and unanimously approved to order the new mailbox unit in the amount of \$2,292.50 for units 83-106.

Parking Spaces Numbering – Tim ordered samples of label stickers for parking spaces and tested them on a concrete section and discovered they were easily removed. The Board agreed painting would be the better option.

Dumpster – The dumpster by the clubhouse needs to be repaired. The quote from J & M Welding is \$825.00. Freedom will coordinate dates of pickup to ensure the dumpster is empty prior to pick up by the vendor. A motion was made by Melody, seconded by Ryan, and unanimously approved to have the dumpster by the clubhouse repaired in the amount of \$825.00.

Roofing Repairs – There are several units (2,v15, 20) requiring immediate attention due to ongoing leaks. Once bids are received, they will be forwarded to the Board for review and approval.

Rental Cap – In 2016 WR Board executed and recorded a Notice of Amended Rule for Windy Ridge Homeowners Association. This rule caps the number of rentals to thirty-five percent (35%) of the lots. In addition, this notice allows the Board the authority to approve exceeding the 35% cap in emergency or undue hardship situations. Examples of these situations are provided in the notice and include such events as military deployment, job loss, relocating due to job requirements, etc. Unit 98 is for sale as the owner must relocate out of state due to her current job being out of state. There has been some interest from investors in purchasing the unit. Discussion ensued regarding this exception. A motion was made by Elizabeth, seconded by Melody, and unanimously approved to make an exception to the 35% rental cap rule for unit 98 since the owner must relocate out of state due to job requirements.

Community Concerns –

- (1) Parking lot event on June 19 – A 911 call was made from unit 37 for medical assistance for a guest who was in cardiac arrest. Once the emergency vehicles arrived, it was determined the guest had died in the parking lot from an overdose. Freedom is unable to obtain a copy of the police report as this is an ongoing police investigation. Per the management company for this rental property, the tenants in unit 37 have subsequently moved out. Elizabeth reminded the Board members WR has a requirement that all rental units must have a crime-free lease addendum included with their rental agreements.
- (2) Drainage Concerns – There have been several complaints about drainage issues behind the first three buildings on the right upon entering onto Scott Street (units 49-54, 55-62 and 63-68). Recent rainstorms did result in about six inches of standing water, which dissipated within two days. This situation will be monitored as currently there are other major capital improvement projects requiring priority attention such as fencing & decking, roof leaks & replacements, retaining walls, and gutter upgrades.

The next HOA board meeting will be on August 26 at 7:00 pm. The meeting adjourned at 7:41 pm.

Respectfully submitted,

Melody Kissinger
Secretary/Treasurer