

**WHISPERING LAKES ESTATES  
HOA BOARD MEETING MINUTES**

**Tuesday, September 28, 2021, Fire Station #20, 2255 S. Greenwich, Wichita, KS**

**Board Members Present:** President, Sara Shaw; Secretary, Nikki Shirley; Interim Treasurer, Angie Hall; Members at large, Danny Cunningham and Corey Piper

**Board Members Absent:** Vice President, Jim Bray

**Guest:** April Casey, Community Manager, HOA Management Services

**Other HOA Attendees:** Josh Wiele, Wade and Donna Brodin and Darren Tewes

**The President called the meeting to order at 6:30 p.m.**

**Approve Agenda:** Amend agenda to include "Issue with the Southwest Lake" in Old Business  
**Danny moved to accept the agenda as amended. Angie seconded. Vote was unanimous.**

**Approve Minutes from August 31, 2021, Board Meeting:** Danny asked that the secretary not interject opinions or make sure they are noted as opinions if used. **Danny moved to approve the minutes as written. Corey seconded. Vote was unanimous.**

**Approve August, 2021, Financial Reports as Submitted by HOA Management:** The bill for the well pump over near the pool was initially approved at \$700.00 but the bill came in higher at \$760.53. **Angie moved to approve the higher amount. Danny seconded. Vote was unanimous. Nikki moved to approve the financial reports as submitted. Danny seconded. Vote was unanimous.**

**Old Business:**

**Reserve G Transfer Update:** Nikki moved to transfer Reserve G to Gene Vitarelli provided he pay for all fees/expenses involved and HOA Management will inform us of the process to affect this transfer. **Danny seconded. Motion carried with three in favor and one abstention.**

**Committee Responsibilities:** April did not have the revised Grounds Committee responsibilities. Nikki will forward them to her. Corey is okay with Michelle's draft of the Development Committee's responsibilities. **Angie moved to add to the Pool Responsibilities that the chair will have authorization to spend up to \$500.00 for miscellaneous pool items without Board approval. Danny seconded. Vote was unanimous. Danny moved to approve the Responsibilities as submitted for the following Board Committees: Grounds, Pool, Welcoming and Development. Nikki seconded. Vote was unanimous. See attached detail.**

**Ring Camera:** Still waiting. April said that Stephanie Avery needs to receive the refund first and turn in the camera then we can get a new camera and account.

**Commons Area to the South of Sara's House:** Josh said they will add a little more topsoil to fill a low area at the end of the sidewalk. He cleaned up the ruts today on the south side of the sidewalk. As for the Shaw's request to have the whole area sprayed to kill the weeds and then reseed at a cost of \$600.00 for the HOA and the Shaws paying \$200.00, Danny stated if the Shaws had not done the patio and sod behind their home, there would not have

been any damage to the commons area. He does not feel like the HOA should have to spend any money to remediate this area. Nikki agreed. Josh said they will overseed and make it right and the Shaws will pay for the part that got messed up. The area at the end of the sidewalk will be fixed as well.

**Southwest Lake Issue:** The board received e-mails again from the Tewes regarding the area behind their house where the brush and weeds have not been cleared and there is still a large amount of mud that washed down into the lake from the lots of the two homes being built to the west of their house. Danny thinks we can pull the overgrowth along the banks. Hydroseed was applied Monday around the east and south sides of the southwest lake. Darren said more hydroseed was done today but Manny, the installer, says they can't finish the hydroseed due to a homeowner who is overwatering and causing mud on the commons. Danny stated we can't dredge the mud out, and when we get more water in the lake it won't look so bad. Corey feels like the builders should be held accountable for the mud that has ran into the lake. We asked April to find out about barriers and what the code requirements are and who we should report infractions to.

Danny would like to see a resident responsible for setting the sprinklers for the southwest lake. Darren said he'd talk to Manny and ask how it should be set.

#### **Report from Committees:**

**Pool:** Danny doesn't think trimming the cottonwoods will help with the cotton that gets into the pool. Corey wants to keep the trees for shade and possibly clear the area to the east of the trees to develop a picnic area. The consensus of those in attendance is not to trim the trees as it will not help that much and no one on the board wants to cut the trees down.

**Welcoming:** Nikki reported no new residents have been reported from HOA Management, but four houses have sold so information should be coming soon. Angie asked that Nikki let all Facebook Administrators know when we have a new homeowner, not just Linda, which she said she will do.

**Grounds:** Josh estimates around \$2,000.00 in repairs to get things working properly on the east lake sprinkler system. He will get with Mike Maxton and review the repairs that Mike has identified in his recent run through of all the zones after the repair of a control/valve box on the east lake. The board wishes to thank Mike for doing this assessment for us. Danny and Dale will continue working on the west lake.

As for all commons areas, Josh states we need to do mitigation now—spray for weeds and apply pre-emergent. He states we can't seed all of our commons due to the high cost. He estimates it would be about \$15,000.00 to do all areas with seed. He states we first need to control the weeds then overseed and fertilize. He recommends we let homeowners check every six to eight weeks on the sprinklers versus the irrigation company. Josh will get weed spraying numbers to Angie and will include the rip rap.

Danny put algacide and dye in the northwest lake last week. He will turn in the receipts for the treatment.

**Development:** Corey stated there is nothing new to report at this point. He would like to get the entrance monuments upgraded in the future. He does not have anyone else on the committee right now.

#### **New Business:**

**Mowing and Irrigation Contracts:** April did not have any bids for us to vote on. Angie will review with the Grounds chair and then get the Statements of Work and mowing map to April.

**Balance of Discretionary Funds:** What to spend the balance of the funds on that are budgeted for Property Improvement. Angie did not have information on this yet. She will look at the budget so we can address this next month.

**Next Year's Annual Assessment:** Danny moved to keep the annual assessment at its current rate of \$520.00. Nikki seconded. Vote was unanimous.

**Board Election Process for 2022 Members:** Sara scanned last year's letter that went out to all neighbors to April. April will get it updated and send to the board to review before getting it mailed out as soon as possible.

**Set the Date for the November Meetings:** All members agreed to November 30 for our Annual Meeting and final regular board meeting. April will make sure we have the church scheduled.

**Neighborhood Update:**

A successful community picnic was held September 18. Over 40 neighbors attended. Thanks to Linda Mason for organizing the picnic, providing meat and fixings and games for the kids and thanks to all neighbors who attended. Katy Casselle and Arwa Armstrong organized a community garage sale that occurred September 24 and 25. Shout out to the Armstrongs for providing ice cream and popsicles.

**Open Floor for Comments/Questions:** Nothing additional was brought up.

**Adjourned to Executive Session at 8:41 p.m.**

**Meeting resumed at 8:58 p.m. and we adjourned.**

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**Nikki Shirley, Secretary**

**WHISPERING LAKES ESTATES  
COMMITTEES OF THE BOARD**

Participation on board committees is strictly voluntary. It is the HOA Board responsibility to solicit participation from Whispering Lakes Estates community members on a yearly basis or more frequent as may be necessary. Committee chairs, or other members, will provide committee updates at the regular HOA Board meetings.

**Grounds Committee:**

- Coordinate maintenance of Common Areas under the supervision of the HOA Board. This includes mowing, sprinkler systems, trees, ponds, signage, monuments. Work with Landscaping and Irrigation vendors to make sure the Common areas are maintained.
- Coordinate with HOA Board regarding matters relating to Common Area maintenance.
- Grounds Chair may authorize, without seeking HOA Board approval, up to and including one thousand, two hundred dollars (\$1200) per calendar year, running January to December, for repairs, treatments, and/or maintenance required in Common Areas.
- Coordinate, as necessary, with other committees where overlap in duties may occur

- Report timely Grounds Committee expenditures to HOA Board Treasurer
- 2021 Members: Chair, Josh Wiele, 316-390-1914, [jwiele77@gmail.com](mailto:jwiele77@gmail.com); Dale Henley, 316-640-8008; Danny Cunningham, 316-652-5597, [dannyc00@icloud.com](mailto:dannyc00@icloud.com)

#### **Pool Committee:**

- Responsible for daily chemical testing and posting levels on the pool logs, emptying the skimmers and cleaning the pool if needed. Make sure the pool level is at the appropriate level. Backwash if needed or add water if needed. Clean bathrooms and put out supplies and make sure the pool is locked up at night. If volunteers are used to assist, train them to do the same.
- Check pool deck, furniture and gate for any maintenance issues, broken furniture, etc. and notify the HOA Board of any repairs that need to be made.
- Work with the pool company to make sure the pool is maintained throughout the season. Make sure they are showing up on their scheduled days to clean the pool. Report days cleaned to the HOA Board Treasurer to facilitate verification of the bills from the pool company.
- Keep the logs up-to-date and safety equipment out so we pass the monthly City inspections.
- Monitor the Ring Camera for security purposes.
- Pool Committee Chair may authorize, without seeking HOA Board approval, up to and including five hundred dollars (\$500) per calendar year, running January to December, for miscellaneous pool items. Chair will timely report Pool Committee expenditures to HOA Board Treasurer.

Pool Chairperson and contact information: Stephanie Avery, [stephavery76@hotmail.com](mailto:stephavery76@hotmail.com)

Other committee members: Dale Henley and Darren Nighswonger

#### **Welcoming Committee:**

- Welcome new residents as soon as their identifying information is received from Ashley George with HOA Management. Provide them with a packet that includes information on trash dos and don'ts and schedules, information regarding our recycling program, schedule of board meetings and make sure they received copies of our covenants and amendments or direct them to our website where they can find these items. Print out and deliver Section 2.22 of our covenants and if they are in a new construction home, include the requirement for sod, two trees and six shrubs if they don't have these yet. Include in the packet how to submit a Project Approval Form for ALL outside projects. Explain HOA Management Services and inspections. Provide a copy of the Pool Rules and make sure they have a pool key. Invite them to join our private Facebook Group. E-mail them a copy of our most recent Neighborhood Directory and ask if it is okay to include their information in the next directory. Provide chair's contact information for follow-up if needed.
- Send the identifying information to Tony McMahon for the Directory and to the Facebook Administrators for the Facebook Group.
- Chair and contact information: Nikki Shirley, 316-295-3646, [jonija@sbcglobal.net](mailto:jonija@sbcglobal.net)

**Development Committee:**

- Work with the HOA Board on development/improvement of the Common Areas
- Gather bids for projects and present to the Board
- Oversee approved projects by working with the vendor to see project is completed in a timely manner and per bid
- Chairperson for 2021, Corey Piper, 1-303-525-7694, [c3piper@msn.com](mailto:c3piper@msn.com)