

**WINDSONG RANCH COMMUNITY ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES**

Monday, August 30, 2021

3:00 p.m.

1001 Windsong Pkwy S. Prosper, Texas 75078

Call to Order/Establishment of Quorum

President, David Blom, called the meeting to order at 3:03 p.m. with Secretary/Treasurer Tina Sauseda in attendance. Bob Harvey attended, representing CCMC. Vice President Craig Martin was absent

Approval of Minutes

A motion was made by David Blom to approve the minutes of the May 12, 2021 meeting as presented. Tina Sauseda offered a second and all were in favor.

Closed/Executive Session

Enforcement Action

The Board of Directors met in closed session to review confidential legal matters. No expenditures were discussed or approved during closed session.

New Business

Ratify Expense Authorization

Expenses authorized outside of a meeting, listed below, and submitted for approval as noted. A motion was made by David Blom to ratify approval, seconded by Tina Sauseda and all were in favor.

Expense	Contractor	Expense Amount	Expense Account
Replace 200 failed (frost) Indian Hawthorn	WSR Grounds	\$8,560.30	Landscape Additional - 61913
Re-surface tennis court #4 with 4 pickleball courts & tennis court	Master Systems Courts	\$11,950.00	Recreation Supplies - 708
Replace Event Lawn light hardware/straighten posts	Woodlake Outdoor	\$14,725.45	Reserves - 946
Remove Ornamental Grasses around A/C units, replace w/dwarf wax myrtle	Woodlake Outdoor	\$5,616.88	Landscape Additional (Villas) - 61915
Replace failed plants at Mews Park	Woodlake Outdoor	\$12,442.02	Landscape Additional (Villas) - 61915
Replace failed plants at Triangle Park	WSR Grounds	\$5,564.54	Landscape Additional - 61913
Replace failed plants at Anthem entrance	WSR Grounds	\$7,962.27	Landscape Additional - 61913
Replace 25 Whales Tongue Agave	WSR Grounds	\$5,564.54	Landscape Additional - 61913
Replace all Yews in The Villas with Wax Myrtle	Woodlake Outdoor	\$5,616.88	Landscape Additional (Villas) - 61915

Landscape Maintenance Agreement – Added Phases

The agreement to add phases 3D, 5C, 5D and 6B to the scope of work, revise Exhibit B: Lot listing and Compensation updates and revise Exhibit C: Masterplan Map was presented. A motion was made by Tina Sauseda that the Second Amendment to the Landscape Services Agreement between WSR Grounds LLC and Windsong Ranch Community Association, executed August 17, 2021 is hereby ratified. David Blom offered a second and all were in favor.

Audit Draft Approval – FY 2019

After review and discussion of the draft audit and auditor's notes, a motion was made by David Blom to table approval of the draft submitted by Butler Hansen PLC to request a review of the Community Enhancement Fee documents and revisions of comments related to the funds collected. Tina Sauseda offered a second and all were in favor.

Developer Promissory Note

Management presented an updated accounting of funds received by the Developer in order to amend the outstanding balance of the Note. A motion was made by David Blom that the Promissory Note in effect between Windsong Ranch Community Association, Inc and VP Windsong Operations LLC is hereby amended to reflect amounts owed through August 30, 2021 as \$3,174,040.79. Management was directed to amend the original Promissory Note Agreement for execution. Tina Sauseda offered a second and all were in favor.

Legislative Update/Governing Documents


Management contacted Winstead PC to request their firm provide guidance and draft documents to comply with the 2021 legislative session changes. After review and discussion of the documents presented, a motion was made by David Blom that the Fourth Supplement to the Community Manual – Supplemental Policies and Rules Adopted Pursuant to The 2021 Legislative Session and policies contained therein are approved and that the Second Amended and Restated Management Certificate is approved as drafted to be signed by an officer of the Association or Managing Agent and both documents recorded with the County and filed with the corporate records. Tina Sauseda offered a second and all were in favor.

Prosper Education Foundation Contribution

A discussion was held regarding the reporting of the Community Enhancement Fee and Management was directed to create a separate ledger account for CEF receipts due to Prosper Education Foundation and for CEF receipts discretionary to WRCA. A motion was then made by David Blom to process a payment of \$225,000 to Prosper Education Foundation immediately, as well as a \$75,000 payment to be sent as a general contribution or directed to professional staffing-to be determined at a later date. Tina Sauseda offered a second and all were in favor.

Adjournment

There being no further business to come before the Board, Tina Sauseda motioned to adjourn the meeting. David Blom seconded the motion and the meeting adjourned at 4:30 p.m.


Tina Sauseda, Secretary


Date