

Windsong Ranch Community Association, INC

Board of Directors Meeting Minutes

Windsong Ranch Community Association

Monday, June 19, 2023

3:00p.m.

Call to Order: Craig Martin Vice President, Windsong Community Association, INC called the meeting to order at 3:06 p.m. Meeting was held at 1001 Windsong Parkway South Prosper, Texas 75078

Establishment of Quorum: Quorum was established with Tina Sauseda, and Craig Martin.

Introductions: In addition to Board Members present, Brian Mason, Brett Wiklund and Javona Jones representing CCMC.

Executive Session: Brian Mason, Windsong Ranch Community Manager gave updates on resident delinquent accounts and collections. He also gave an update on pending legal matters. Brian Mason, Community Manager and Brett Wiklund, Sr. Vice President (CCMC) discussed vendor contracts and their certificate of insurance. Brian will further update The Board by June 30, 2023.

A motion was made by Craig Martin to close executive session; Tina Sauseda offered a second and all were in favor.

Approval of Minutes: A motion was made by Tina Sauseda to approve various pending minutes as presented. Craig offered a second and all were in favor.

New Business:

The Board voted on the following items:

Promissory Note: A recommendation was made by management to update the promissory note Exhibit A (which is the portion that reflects all payments made) to show the current balance of the note at the end of 2023.

A motion was made by Craig Martin to approve. Tina Sauseda offered a second and all were in favor.

Mountain Laurel/First street plant replacement - \$2,548.37 - WSR Grounds

Copper Canyon/First Street Plant replacement - \$3,135.94 - WSR Grounds

Villas Tree Replacement - \$10,076.33 - WSR Grounds

Jamison Park plant replacement - \$5,299.32 - WSR Grounds

Windsong/ Coopwood Tree replacements - \$26,084.09 - WSR Grounds

Celebration Sod at the Commons - \$6,415.63 - WSR Grounds

Crosswater pond grade and re-sod bare areas - \$23,731.79 - WSR Grounds

Plant replacement around the Commons lower deck pool - \$10,734.90 - WSR Grounds

Replaced failed plant material at Windsong and Crosswater - \$12,534.86 - WSR Grounds

Replacing Wax Myrtles - \$6,089.06 - WSR Grounds

Plant replacement at Triangle Park - \$5,381.92 - WSR Grounds

Tree Replacement along Windsong/Teel and 4B pond - \$14,999.27 - WSR Grounds

Adding DG to Crosswater park - \$5,141.88 - WSR Grounds

Plant replacement at Acacia/Windsong - \$11,009.19 - WSR Grounds

Mulch Replacement throughout Common Areas - \$92,174.88 - WSR Grounds

Mulch replacement in The Villas and Townhomes - \$32,718.56 - WSR Grounds

Patrol Service Contract: Brian Mason, Windsong Ranch Community Manager discussed scope of service for security company IGS and his experience with the recommended resource and the areas they will cover on the property.

A motion was made by Craig Martin to approve. Tina Sauseda offered a second and all were in favor for approving the security services contract with IGS in the amount of \$108,972.18

Flock Camera System Installation/Trail Cams: Brian Mason, Windsong Ranch Community Manager and Javona Jones Assistant Community Manager discussed new addition of cameras and their locations throughout the property. WRCA is assimilating information and evaluating the Flock camera system in Windsong Ranch which is also used by prosper PD.

A motion was made by Craig Martin to approve. Tina Sauseda offered a second and all were in favor.

The Villas/Townhomes Building Maintenance: Javona Jones, Windsong Ranch Assistant Community Manager discussed the Request For Proposal process for the wood staining of 154 Villas. WRCA received 7 bids from contractors and have narrowed the vendors down to two (2) contractors. It was suggested by The Board that the vendors also submit bids for preventative maintenance on the Villas/Townhomes.

A motion was made by Tina Sauseda, Craig Martin offered a second and all were in favor to request both vendors who submitted staining proposals to also submit proposals for preventative maintenances for consideration.

2020 Audit Proposal: Management presented a completed 2020 Audit by Butler Hansen, PLC for approval.

A motion was made by Tina Sauseda to approve. Craig Martin offered a second and all were in favor.

Prosper Education Foundation Contribution: Management recommended making a \$400,000 payment to PEF.

A motion was made by Tina Sauseda, Craig Martin offered a second and all were in favor of making a contribution in the amount of \$400,000 to PEF.

Adjournment: There being no further business, Tina Sauseda made a motion to adjourn the meeting. Meeting adjourned at 4:45 p.m.

Windsong Ranch Community Association, Inc.,
a Texas nonprofit corporation

By:

Name: 
David R. Blom

Title: President