



**Windsong Ranch Community Association, Inc.  
Board of Directors Meeting Minutes  
Wednesday, February 28, 2024**

**Attendees:**

Windsong Ranch Board Members

- David Blom
- Craig Martin
- Tina Sauseda

CCMC Management Team Members

- Brett Wiklund
- Gail Fishkin-Ogle
- Javona Jones
- Jedd Sims
- Troy Hines

**Call to Order / Establishment of Quorum**

Board President Blom called the meeting to order at 2:00 PM.

**Resident Open Forum**

Resident asked the Board to help in reducing the traffic on Acacia  
Resident requested that owners in the townhouse and villas be notified when work on their homes are being done.

**Approval of Minutes**

Motion to approve by President Blom; Seconded by Vice-President Martin to approve the January 24, 2024 meeting minutes as submitted with a change to reflect the language “approval of the 2023 Audit Engagement Letter”. Motion approved unanimously.

**Consent Agenda**

Motion to approve by Vice-President Martin; Seconded by Secretary/Treasurer Sauseda to ratify the consent agenda items as submitted. Motion approved unanimously.

**Management Reports**

Community Manager, Gail Fishkin-Ogle, reported that management was working with developer on items that include Coserv service to the new well pump, working with

landscaping company to develop a 5 year landscaping plan, and items relating to amenities. The team is currently auditing the access cards to ensure only current homeowners and approved guests have card access to amenities.

CCMC SVP, Brett Wiklund, reported on the year end financials that included the balances in the community enhancement and reserve accounts. Revenue saw a positive variance of \$852,952 due to more units sold over budgeted amount. Expenses in Administration shows over budget of \$129,905.67 which is directly related to the Legal expenses which were over budget \$154,189 from HOA litigation. Contract services are over budget \$351,637 which results from additional landscape items. Insurance was under budget \$20,461 while Parts & Supplies were slightly over by \$6,566. Repair/Maintenance shows under budget \$88,561. The Net operating for year end is reported as \$572,699.15.

Assistant Community Manager, Javona Jones, reported Community Standards noted 133 violations, 34 letters were sent, and 42 phone calls were received. 28 ARC applications were uploaded and 9 were approved. Javona reported the year end financials for the Villas were within budget.

Lifestyle Director, Jedd Sims, reported on the months events and clubs. The Luna New Year Event was a success with 500 residents participating. Lifestyle is getting ready for the big Easter event along with summer programs and clinics.

Maintenance Director Troy Hines, reported on items for the Commons, Community, Lagoon and Administration. Maintenance is awaiting proposals for sport court repairs, villas stain project, bridge replacement around disc course, and turf replacement at the lagoon. Met with a certified arborist regarding the approximately 140 trees by the townhomes. Umbrella replacement, gas grills and lighting are ongoing repairs.

## **New Business**

### **Lagoon**

The HOA is contractually obligated to continue paying SAF throughout the closing of the Lagoon. The lifestyle team formulated the hours that would have been used and reallocated them to other amenities and help with events.

Motion to approve by Vice-President Martin; Seconded by Secretary/Treasurer Sauseda to adopt the reallocated hours to other amenities and events as submitted. Motion approved unanimously.

### **Park near 7B Update**

The plans for the park were submitted to the Board. At the March Townhall a representative from the Town of Prosper will present information about the park. The intent of the park is to provide residents with pure open space to enjoy nature and being outside among the mature trees.

**Staining Project -Villas**

Motion to approve by Secretary/Treasurer Sauseda; Seconded by President Blom to approve the proposal for Villas staining with Classic Construction as submitted. Motion approved unanimously.

**Unfinished Business****Neighborhood Advisory Committee (NAC)**

A volunteer call out for the NAC was sent out as an individual eblast and as part of the newsletter. The information has been out on the website to include the application and charter. Management is starting to receive applications which the Board and management will review by March 15<sup>th</sup>. The official appointment from the Board is scheduled to occur in April.

President Blom motioned; Seconded by Secretary/Treasurer Sauseda to move into executive session at 3:21pm to discuss legal matters and homeowner accounts. Motion approved unanimously.

Secretary/Treasurer Sauseda motioned; Seconded by Vice-President Martin to return to open session at 3:55pm. Motion approved unanimously.

President Blom motioned; Seconded by Vice-President Martin to adjourn at 3:56pm. Motion approved unanimously.