

Windsong Community Improvement Association, INC

Board Meeting Minutes

July 15, 2025

LOCATION: Community Clubhouse located at 18150 Holly Forest.

DETERMINATION OF QUORUM

A quorum of Board members was announced, and the executive session was called to order @ 6:07 PM.

IN ATTENDANCE

- i. **Board of Directors:** Rick Gomez, Christopher Baxter, Donald Riley, Bijay Dixit, and T.J. Torres
- ii. **Managing Agent:** Jessica Brandyberg- Sr. Community Manager, Spectrum Association Management
- iii. **Homeowners:** There were 2 homeowners present for the open session of the meeting

EXECUTIVE SESSION

- At this time there were no accounts that required review for further escalation on deed restrictions.
- The Board of Directors reviewed the current Aging Report and unanimously approved the following accounts to go to Legal for Non-Payment up to and including foreclosure. Accounts:
 - 721*****
 - 721*****
 - 721*****
 - 721*****
 - 721*****
- The following items were discussed.
 - Shade structure over the playground areas at the park by the clubhouse. Three estimates were received ranging from \$110,811 to \$115,387. The board requested to get community feedback before proceeding with this project.
 - Fence along Keith Harrow that requires maintenance and the different options on how to proceed. Mrs. Brandyberg will communicate with the homeowners that would be affected by this and update the board at the next meeting.
- With no further business the executive session was adjourned at 7:28 PM.

Open Session was called to order at 7:30 PM.

APPROVAL OF MINUTES

Meeting Minutes from the June 2025 meeting were presented and unanimously approved with no changes.

ACTIONS TAKEN BETWEEN MEETINGS

The following actions were taken between meetings:

- i. July 4th event and parade
- ii. Light adjustment was completed at the playground by the pool

- iii. Budget workshop with board reviewing options for the 2026 budget

FINANCIAL PACKET

Mrs. Brandyberg reviewed the June Financial packet with the community.

GENERAL BUSINESS

The following items were discussed by the board and included the following actions:

- 2026 Budget – The 2026 budget was reviewed by the board and those present from the community. Motion was made by Director Gomez to approve the 2026 budget as presented, which includes a 5% increase to the annual assessment. The 2026 annual assessment will be \$472.50 per home. The assessment amount of \$472.50 per home will generate a revenue of \$535,342.50 for the HOA for 2026. Director Baxter seconded the motion. Director Riley approved of the 2026 budget as presented. Director Dixit and Director Torres were opposed.
- The board unanimously approved the estimate submitted from HSR to repair the benches at the clubhouse. The cost will be \$450/table, and this will include new landscaping timbers and filling the area under the tables with kiddie cushion.

HOMEOWNER FORUM

The meeting was opened to the homeowners, questions and comments. There were no questions or comments at this time.

ADJOURNMENT

With no further discussion the open session was adjourned at 8:01 PM.

Approved 8/19/2025

Authorized Signer of the
Windsong CIA



Sr. Community Manager, Spectrum, A.M.
Jessica Brandyberg

08/19/2025

Date