

Windsong Community Improvement Association, Inc.

Board Meeting Minutes

August 18, 2026

LOCATION: 18150 Holly Forest Dr., Houston, TX 77084

DETERMINATION OF QUORUM

A quorum of Board members was present, and the open session meeting was called to order at 7:30 p.m.

IN ATTENDANCE

- i. **Board of Directors:** Rick Gomez, Bijay Dixit, George Manning, Donald Riley, and Chris Baxter
- ii. **Managing Agent:** Jessica Brown, Community Manager, Spectrum Association Management
- iii. **Homeowners:** 10 homeowners were present in person at the start of the open session.

EXECUTIVE SESSION

Executive Session was called to order at 6:30 p.m.

- The Board reviewed deed restriction and site-drive matters. The Board directed that no new violations for dying grass be initiated at this time. Existing open dying-grass violations will remain open, with no escalation at this time.
- The Board reviewed the current list of open 209 letters for deed restriction violations, the Board unanimously approved that the accounts remain open and continue to be fined; no legal escalation was approved at this time.
- The Board reviewed the fully escalated 209-letter list. The Board unanimously approved to escalate the following accounts to legal for non compliance.

Accounts:

- 721***** — UI specifications not met
- 721***** — Clutter
- 721***** — Vehicle parking
- 721***** — General property maintenance
- 721***** — Vehicle prohibited
- 721***** — UI request not submitted
- 721***** — Damaged fence
- 721***** — Clutter
- 721***** — Clutter
- 721***** — Mildew
- 721***** — General property maintenance
- 721***** — Mildew; paint house
- 721***** — Damaged fence
- 721***** — UI request not submitted
- 721***** — Mildew
- 721***** — General property maintenance
- 721***** — Mildew

- 721***** — General property maintenance

- The Board reviewed the most recent Aging Report and unanimously approved the following account to be escalated to legal up to and including foreclosure.

Account 721*****

- With no further business, the executive session was adjourned at 7:14 p.m.

ACTIONS TAKEN BETWEEN MEETINGS

No actions taken between meetings were reported for ratification.

APPROVAL OF MINUTES

Prior meeting minutes were provided for review. Director Gomez moved to approve the minutes as presented, Director Dixit seconded the motion, and, with all in favor, the motion passed. Director Gomez signed the approved minutes.

FINANCIAL PACKET

Jessica Brown presented the financial report, highlighting current balances and year-to-date spending compared with budget. Pool expenses are currently higher than budget due to lifeguard expenses and are expected to level out during the winter season.

BOARD AND COMMITTEE REPORTS

- Drainage Project Update: Director Gomez reviewed the Harris County drainage project. Board representatives met with Commissioner Leslie Briones and project engineers. The project is progressing well and is expected to be completed by October 2026. Work is expected to begin by mid-September at Windsong Trail and Sagecroft, with work at Holly Forest to follow concurrently. The work includes replacement of drainage pipes, additional inlets to improve drainage, and repair of affected sidewalks and handicap ramps.

GENERAL BUSINESS

A Harris County representative discussed the drainage project and advised that a virtual roundtable will be held the following day at 5:00 p.m. Jessica Brown will distribute the invitation to the community by e-blast.

HOMEOWNER FORUM

The meeting was opened to homeowners. Items of discussion included, damage to cameras in the community, the ongoing community drainage project through Harris County, and damage to the entrance.

ADJOURNMENT

With no further business, the general session was adjourned at 8:01

Authorized Signer of the
Windsong Community Improvement Association, Inc.

Community Manager, Spectrum, A.M.

Date