



Q3 Board of Directors Meeting

Thursday, October 6th, 2025

6:00 p.m. – 7:00 p.m.

Virtual Microsoft Teams Meeting

[Join the meeting now](#)

Meeting ID: 298 134 513 192

Passcode: Q7Z39zs3

www.winnridgehoa.com

Meeting Conduct

All Owners that have called in during this meeting are attending for listening and viewing purposes only. The Board has allocated time towards the end of the presentation for a Homeowner Q&A.

Any questions during the meeting that have not been addressed can be submitted via the Associations website at www.winnridgehoa.com under the “Contact Us” tab.



Agenda

- Establish Board Quorum
- Call Meeting to Order
- Introduction of the Board of Directors
 - Maharshi Aekkati, President
 - Seiichi Fujii, Vice President
 - Peter Darabaris, Secretary
- Introduction of Essex Association Management, L.P. Representatives
 - Dean McSherry, Sr. Association Manager
 - Gabi Ondziel, Assistant Association Manager
 - Sarah Adames, Account Manager
- Approval of July 2025 Board Meeting Minutes
- Financial Review
 - August 2025 Balance Sheet & Income Statement Summary
 - 2026 Budget Approval
- Community Updates
 - Old Business
 - New Business
 - Adopt Guidelines for Security Measures Policy
 - Adopt Records Production, Copying, and Retention Policy
 - Adopt Display of Certain Religious Items Policy
- Adjourn Open Session
- Executive Session
 - Delinquency Review
 - Ratify Fee Waivers
 - Acknowledgement of Fines and/or Self-Helps
 - Compliance Overview
- Adjourn Executive Session

Approve August 2025 Meeting Minutes

Board of Directors Meeting Minutes

Winn Ridge HOA Association, Inc.

8.5.2025

Name	Title	Present
Maharshi Aekkati	President	Y
Seiichi Fujii	Vice President	Y
Peter Darabaris	Secretary	Y

Present from Essex Association Management, L.P.:

Dean McSherry, Snr Association Manager

Gabi Ondziel, Administrative Assistant

Essex Support Staff

Meeting Type and Location:

Board of Directors

Virtual Meeting

August 5th, 2025 @ 6:00 pm

The meeting was called to order at 6:05pm.

Introductions: Dean gave introductions to the Board of Directors and Essex Association Representatives.

Approval of February 2025 Board Meeting Minutes:

Dean called for motion to approve, Peter motioned to approve and Maharshi Seconded motion with all in favor, motion so carried

Financial Review:

Dean reviewed the June 2025 Balance Sheet and Income Statement Summary, explaining what each line item consists of and any significant variances. Financials approved.

Board & Community Updates:

Victor reviewed and discussed the following :

Completed Projects

Q2 Completed Projects

- Irrigation Repairs
- Playground Safety Inspection
- Community Garage Sale
- Pool Electrical repairs/Hydro Jet Clogged Pool Deck Drains
- Volleyball Court Improvements/Fencing Around Volleyball Court/New Sand
- Dog Park Seating & Shading Improvements
- Transitioned New Landscaping Company Sage & Stone
- Beaver Dam & Beaver removal

Projects In Progress

- North Drainage Easement Repairs & Improvements
- Entrance Landscaping Lighting Proposal

- Additional Benches & Dog Stations Proposal
- Dead Tree Removal & Fall Replacements
- Volleyball Court – new net
- Soccer Field Proposals
- Leasing Cap & Restrictions/Provisions
- Townsquare

Additional projects

- Committee Formation: Plans to start a new committee to assist with upcoming projects.
- Budget Season: Begins next week.
- Back-to-School Event: Scheduled for August 17; details to be sent to the community (in Kelly's absence, the board will coordinate).

Q&A

Question 1 (Niraj Panwar):

What's the plan for weed control and the landscaping schedule?

Answer 1 (Dean McSherry):

Weeds are treated weekly, rain before the new company started caused overgrowth. Crews work Tue/Wed/Thu by section, with Fri/Mon for projects.

Question 2 (Niraj Panwar):

Can we post leash and pet waste reminder signs?

Answer 2 (Dean McSherry):

Yes, we can send reminders via email, website, and Facebook. HOA will identify sign locations and get a bid for 4–5 signs.

Question 3 (Venkat):

Will pet rule violations be fined if photos are provided?

Answer 3 (Dean McSherry):

Yes, if the address is known. Repeat violations will result in fines.

Question 4 (Jersey Goldman):

When are the next HOA elections?

Answer 4 (Dean McSherry):

One board seat will be up for election in December, starting the election process then. Board members serve staggered terms of three years, two years, and one year. The current board began in December 2024, so Maharshi's term is three years, Peter's is two, and Steve's is one. Steve's seat will be open, and he may choose to run for re-election.

With no other business to discuss Dean called for motion to adjourn the open meeting at 6:29pm, Maharshi motioned to adjourn, and Peter seconded motion with all in favor motion so carried.

Executive session initiated at 6:29pm

August 2025 Balance Sheet Report

Balance Sheet Report Winn Ridge Homeowners Association, Inc.

As of August 31, 2025

	<u>Balance Aug 31, 2025</u>	<u>Balance Jul 31, 2025</u>	<u>Change</u>
<u>Assets</u>			
Assets			
1010 - FCB Bank Operating Account	188,420.65	401,132.48	(212,711.83)
1011 - FCB Bank Reserves-First Citizen Bank	71,282.31	71,272.02	10.29
1012 - Premium MM RSV-FCB Bank	214,506.92	214,466.85	40.07
1013 - MM-Vista Bank	216,060.75	215,567.27	493.48
1014 - MM Lakeside Bank	213,701.47	213,202.95	498.52
Total Assets	903,972.10	1,115,641.57	(211,669.47)
Receivables			
1400 - Accounts Receivable	351,794.08	348,232.72	3,561.36
Total Receivables	351,794.08	348,232.72	3,561.36
Total Assets	1,255,766.18	1,463,874.29	(208,108.11)
<u>Liabilities</u>			
Liabilities			
2000 - Accounts Payable	13,075.46	48,832.18	(35,756.72)
2050 - Prepaid Assessments	20,240.84	18,908.10	1,332.74
Total Liabilities	33,316.30	67,740.28	(34,423.98)
Total Liabilities	33,316.30	67,740.28	(34,423.98)
<u>Owners' Equity</u>			
Equity			
3000 - Retained Earnings	(20.00)	(20.00)	0.00
3900 - Retained Earnings 2	764,329.47	764,329.47	0.00
Total Equity	764,309.47	764,309.47	0.00
Total Owners' Equity	764,309.47	764,309.47	0.00
Net Income / (Loss)	458,140.41	631,824.54	(173,684.13)
Total Liabilities and Equity	1,255,766.18	1,463,874.29	(208,108.11)

August 2025 Income Statement Summary

Income Statement Summary Winn Ridge Homeowners Association, Inc. August 01, 2025 thru August 31, 2025

	Current Period			Year to Date (8 months)			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Total Income	18,601.46	4,286.00	14,315.46	1,167,312.36	1,065,757.00	101,555.36	1,082,894.00
Total Income	18,601.46	4,286.00	14,315.46	1,167,312.36	1,065,757.00	101,555.36	1,082,894.00
Total Expenses	0.00	4,590.00	(4,590.00)	0.00	36,715.00	(36,715.00)	55,072.00
Total General & Administrative	16,345.12	13,022.33	3,322.79	137,341.40	117,203.64	20,137.76	179,130.00
Total Insurance	5,151.00	425.00	4,726.00	5,151.00	3,400.00	1,751.00	16,800.00
Total Utilities	3,803.62	8,566.00	(4,762.38)	41,720.11	68,533.00	(26,812.89)	102,800.00
Total Infrastructure & Maintenance	132,254.89	7,505.00	124,749.89	234,198.01	130,063.00	104,135.01	165,092.00
Total Pool	12,496.83	8,920.00	3,576.83	89,418.79	66,335.00	23,083.79	98,000.00
Total Landscaping	20,015.00	32,834.00	(12,819.00)	190,835.65	262,667.00	(71,831.35)	394,000.00
Total Irrigation Maintenance	2,219.13	1,834.00	385.13	10,506.99	14,667.00	(4,160.01)	22,000.00
Total Reserves	0.00	0.00	0.00	0.00	0.00	0.00	50,000.00
Total Expense	192,285.59	77,696.33	114,589.26	709,171.95	699,583.64	9,588.31	1,082,894.00
Net Income / (Loss)	(173,684.13)	(73,410.33)	(100,273.80)	458,140.41	366,173.36	91,967.05	0.00

Review & Approval of 2026 Proposed Budget

next_year_rpt

Budget Summary Report Winn Ridge Homeowners Association, Inc. 2026 Proposed Budget

	2026 Budget
Income	
4100 - Assessments	1,099,980.00
4195 - Transfer Fees	0.00
4200 - Late/NSF Fee	24,000.00
4250 - Collection Fee Charge	15,000.00
4300 - Leasing Income	38,325.00
4301 - Lot Maintenance Income	4,000.00
4350 - Violation Fee Income	20,000.00
4410 - Demand Letter Income	3,000.00
4500 - Interest Income	12,000.00
4800 - CAP Fees	20,000.00
4831 - Pool Key Revenue	0.00
4901 - Delinquency Processing Fees	2,000.00
Total Income	1,238,305.00
Total Winn Ridge Homeowners Association Income	1,238,305.00
Expenses	
8000 - Contingency Fund	55,072.00
Total Expenses	55,072.00
General & Administrative	
5100 - Administrative Expenses	1,920.00
5101 - Postage	20,000.00
5104 - Printing & Reproduction	3,000.00
5105 - Website Expense	20,000.00
5106 - Homeowner Functions / Committees	17,000.00
5107 - Leasing Admin Fee	13,140.00
5109 - Licenses, Permits, & Fees	300.00
5110 - Professional Management	125,352.00
5120 - Collection Facilitation Billed back	15,000.00
5121 - Property Inspections	3,000.00
5122 - Annual Meeting Expenses	270.00
5125 - New build Inspections	0.00
5160 - Bad Debt Expense	3,000.00
5170 - Bank Fees	300.00
5176 - Legal Fees	3,000.00
5177 - Legal Fees Billed Back	0.00
5180 - Audit & Accounting	1,600.00
5181 - Tax Preparation	800.00
5192 - Signs	3,000.00
Total General & Administrative	230,682.00
Insurance	
5310 - General Liability	12,870.00
5320 - Directors & Officers Liability	5,355.00
Total Insurance	18,225.00

Utilities	
6000 - Telephone/Internet	4,104.00
6010 - Electric	16,800.00
Infrastructure & Maintenance	
6100 - Oversight Reimbursable Charges	500.00
6250 - Pest Control	1,000.00
6261 - Grounds Porter	15,588.00
6262 - Play Ground Maint	15,000.00
6264 - Holiday Deco	8,000.00
6270 - Gate Repairs	2,000.00
6280 - Wall/ Fence Repairs	8,000.00
6290 - Common Area Maintenance	24,000.00
6292 - Soccer Field&Volleyball CourtMaintenance	40,000.00
6293 - Pet Waste Porter	13,200.00
6296 - Pickleball/Sports Court	110,000.00
Total Infrastructure & Maintenance	237,288.00
Pool	
6310 - Pool Key Expense/Access System	1,500.00
6320 - Pool Contract Maintenance	38,124.00
6330 - Pool Equip & Supplies	7,000.00
6345 - Pool Porter Service/Janitorial	4,300.00
6346 - Pool Maintenance&Repairs incl all area	8,000.00
6350 - Pool Furniture and Fixtures	5,000.00
6360 - Pool Monitoring (includes porter)	40,000.00
Total Pool	103,924.00
Landscaping	
6400 - Landscaping Maintenance Contract	251,144.00
6402 - Landscaping Improvements/Upgrades	25,000.00
6403 - Lot Maintenance / Self Help	2,000.00
6411 - Landscape Replacements	27,000.00
Total Landscaping	305,144.00
Irrigation Maintenance	
6500 - Irrigation	36,000.00
Total Irrigation Maintenance	36,000.00
Reserves	
6001 - Reserve Contributions	148,066.00
Total Reserves	148,066.00
Total Winn Ridge Homeowners Association Expense	1,238,305.00
Total Association Net Income / (Loss)	0.00

Community Updates P.1

Q2 Completed Projects

- Culvert Project(insert pictures)
 - Southern area completed
 - Northern area 90% completed – expected end of November, weather permitting
- Fencing/Wall Projects
 - Millican/Winn Ridge Blvd
 - 1862 Aslynn Circle – Winn Ridge perimeter
- (4) Benches installed at swing set areas(insert pictures)
- Advisory Committee
 - Candidate forms received – Thank you!!
 - Meeting to be held in early December for 2026 planning

Community Updates P.2

Projects In Progress

- **Reed Culvert Project** – expected end of November
- **Pickleball Court Construction** – 50% in Nov/Dec; 50% in Feb/Mar
- **Beaver Damn #2** – Beaver Removal in process; damn removal immediately after
- **New Policies**
 - Adopt Guidelines for Security Measures Policy - Mandated
 - Adopt Records Production, Copying, and Retention Policy - optional
 - Adopt Display of Certain Religious Items Policy – optional
- **Soccer Field/Cricket Pitch**
 - Options & bids under review for 2026
- **Lighting Projects**
 - Wall lighting at entrance
 - Tree lighting in Blvd
- **Benches/Dog Stations/Trash Cans**
 - Locations throughout community
 - Scheduled for Q1 2026
- **2025 Remaining Events – Thank you volunteers!**
 - Fall Fest November 9th 12-4:30
 - Holiday Event – December 14th – details coming
- **Leasing Cap/Provisions/Compliance/Enforcement**

Culvert Project

- Southern area completed



- Northern area 90% completed



4 Benches installed (at swing set)



Security Measures Policy Update

STATE OF TEXAS §
 §
COUNTY OF [REDACTED] §

[REDACTED] HOMEOWNER'S ASSOCIATION, INC.

GUIDELINES FOR SECURITY MEASURES

- (1) These Guidelines for Security Measures ("Guidelines") are promulgated pursuant to Section 202.023 of the Texas Property Code and outline the restrictions applicable to the construction or installation of security measures by owners, including but not limited to a security camera, motion detector, or perimeter fence, if the owner qualifies for a perimeter fence under Sections 202.023(d) or 202.023(e) of the Texas Property Code.
- (2) Owners may install or build security measures on their lot for the purpose of deterring criminal acts or to increase personal security while adhering to and promoting the design, harmony, and aesthetics of the subdivision. [REDACTED] Homeowner's Association, Inc. ("Association") shall have the sole and absolute discretion in determining whether an item or improvement is a reasonable security measure subject to the allowances provided by these Guidelines.
- (3) Cameras/Motion Detectors. Owners may place cameras and motion detectors on their lot for security measures, not on the lot of any other owner, and not on any Association property. Cameras shall be used for the primary purpose of capturing images of the lot on which the camera is installed and shall not unreasonably interfere with the use and enjoyment of any neighbor's lot or Association property. Camera use will be limited to situations that do not violate the reasonable expectation of privacy as defined by law.
- (4) Perimeter Fencing.
 1. An Owner is prohibited from placing fencing that obstructs:
 - a. A licensed area, as defined by a written license agreement or plat;
 - b. A sidewalk in the public right-of-way or otherwise installed for public or community use; or
 - c. A drainage easement or drainage area.
 2. Driveway gates must be set back at least ten (10) feet from the right-of-way if the driveway intersects with a laned roadway, as defined by Section 541.302 of the Texas Transportation Code.
 3. Fencing must not extend past the front-most building line of the dwelling.
 - a. Fencing installed prior to September 1, 2025, which otherwise violates this Policy, may remain in place.
 - b. Fencing that is installed in front of the front-most building line of the dwelling or residence by Owners whose residential address is exempt from public disclosure under state or federal law, or who provide the Association documentation from a law enforcement agency of the Owner's need for enhanced security measures, may remain in place so long as the Owner

complies with Section 5 and 6 of these Guidelines. An Owner is required to provide documentation to the Association's architectural control authority that proves he/she is entitled to an exemption under this Section. However, such fencing must be removed on or prior to the transfer of title of the property, or if the Owner no longer qualifies for the public disclosure exemption pursuant to Section 202.023(e) of the Texas Property Code. Owners are required to pay for the expense of removing the fencing described in this Subsection (b).

4. Owners, who otherwise do not meet the aforementioned criteria, are subject to enforcement actions for the continued existence of non-conforming fencing.

- (5) Perimeter Fencing Guidelines for Owners Exempt from Public Disclosure Pursuant to Section 202.023(e) of the Texas Property Code. Plans and specifications, including an application for the installation of a perimeter fence, will not be reviewed or approved by the Association's architectural review authority *unless* accompanied by: (i) the drawing showing materials, dimensions and location submitted in order to obtain a permit; and (ii) a permit issued by the City or other applicable municipal authority allowing the installation. Perimeter fencing is permitted by the Association as a security measure and must be ground-mounted on the boundary line of the owner's lot and installed in a contiguous manner around the entirety of the lot boundaries. No gaps in perimeter fencing are permitted, *i.e.*, the perimeter fencing must fully enclose the lot. Perimeter fencing shall not exceed six feet (6') in height or be lower than four feet (4') in height. Perimeter fencing must (a) be constructed of wrought iron, (b), be black in color, (c) have pickets of 5/8" with no less than a 5" gap between the pickets, and (d) have a flat runner at the top and bottom with no spirals or finials. A gate in a perimeter fence is for all purposes considered part of the fence. Any gate shall open towards the interior of the lot. The Association may prohibit fencing other than perimeter fencing. All fencing including perimeter fencing must receive prior written approval from the architectural review authority. Perimeter fencing shall not consist of any barbed wire, razor wire, wire mesh, chain link, vinyl, or privacy fencing, including board-on-board or solid fencing. Electrically charged fencing is prohibited. The construction requirements for the original or existing fencing (located in or enclosing the backyard areas) are not replaced or superseded by these Guidelines.

- (6) Plans and Specifications. Prior to installation of any security measure, the owner must submit plans and specifications including dimensions, colors, materials, and proposed location on the owner's lot, scaled in relation to all boundary lines and other improvements on the lot. Plans must be submitted to the architectural review authority, and the owner must receive prior written approval prior to installation of any security measures. All proposed installations must be of a type, including materials, color, design, and location, approved by the architectural review authority. The architectural review authority may require the use of, or prohibit, specific materials, colors, and designs and may require a specific location(s) for the security measure. An owner who builds or installs a security measure must ensure that compliance with all laws, ordinances, and codes. An approval of an application for a security measure by the architectural review authority is not a guaranty or representation of compliance with any laws, ordinances, codes or drainage requirements, and the owner assumes all risks, expenses and liabilities associated with safety measures built or installed,

Security Measures Policy Update

including, but not limited to, the city or county requiring the removal of perimeter fencing for any reason.

- (7) AN APPROVAL OF AN APPLICATION FOR A SECURITY MEASURE BY THE ARCHITECTURAL REVIEW AUTHORITY SHALL IN NO WAY BE CONSIDERED OR CONSTRUED THAT THE ASSOCIATION OR ITS ARCHITECTURAL REVIEW AUTHORITY ARE INSURERS OR GUARANTORS OF SECURITY OR SAFETY OF PERSONS, PROPERTY OR POTENTIAL CRIMINAL ACTIVITY. FURTHER, NEITHER THE ASSOCIATION NOR ITS ARCHITECTURAL REVIEW BODY SHALL BE HELD LIABLE FOR ANY LOSS OR DAMAGE BY REASON OF FAILURE OR INEFFECTIVENESS OF THE OWNER'S SECURITY MEASURE(S).
- (8) Any security measure built or installed must be properly maintained, kept in good repair, and not permitted to go into a state of disrepair or become an eyesore, as determined in the sole and absolute discretion of the Board of Directors.

IT IS RESOLVED these Guidelines were duly introduced, seconded, and were thereafter adopted at a regular scheduled meeting of the Board of Directors, at which a quorum was present, by a majority vote of the members of the Board of Directors present and eligible to vote on this matter, and shall remain in force and effect until revoked, modified or amended by the Board of Directors. These Guidelines shall be filed of record in the Official Public Records of [REDACTED] County, Texas.

Date: _____, 20____.

[REDACTED]
HOMEOWNER'S ASSOCIATION, INC.,
a Texas non-profit corporation

By:
Its:



Office Information

Essex Association Management, L.P.

1512 Crescent Drive, Suite 112

Carrollton, Texas 75006

Office: (972) 428-2030

After Hours Emergency Line: (888) 740-2233

Monday - Friday

9:00 a.m. to 5:00 p.m.

Sr. Community Manager:

Dean McSherry: Dean@essexhoa.com

Administrative Assistant:

Gabi Ondziel: Gabi@essexhoa.com

www.winnridgehoa.com

Adjourn Open Session/Open Executive Session

