

Madison Park HOA Board of Directors Meeting Minutes

Date: July 10, 2025

Time Called to Order: 6:30 p.m.

Location: Palenque Grill Restaurant, Edinburg, Texas

Board Members Present:

- Bennie Solis – President
- Gil Rodriguez – Treasurer
- Gloria Garcia – Secretary
- Andrew Moreno – Vice President
- Jojo Thomas – Board Member
- Eddie Castro – Board Member
- Ana Laura Arellano – Board Member

Additional Attendees:

- Rafael Garcia
- Rodney Sipes
- Terry Sipes
- Kevin Huff
- Mr. Solis

Meeting Agenda Summary

Agenda Item 1: Non-Disclosure Agreement

Motion by: Bennie Solis

- The motion: To implement a Non-Disclosure Agreement for all board members to ensure confidentiality, uphold majority rule, and reduce division and speculation.
- Motion seconded by: Board consensus
- Open for discussion and voting
- Motion passed

Agenda Item 2: Approval of Previous Minutes

Previous meeting minutes were approved on June 24, 2025, by former president Terry Sipes.

Agenda Item 3: Financial Report & Debts

Treasurer's Report:

- \$13,081.29 transferred from HOME KEY former HOA Management company after closing HOA bank account
- \$493.76 transferred from savings from HOME KEY former HOA Management company after closing HOA bank account

Key Financials:

- Projected monthly expenses (Jul–Dec): \$8,381/month
- Outstanding HOA dues: \$11,000
- Debts to reimburse board/vendors:
 - \$480 – Bennie Solis (bank statements)
 - \$36.22 – Gloria Garcia (Jackson gate lock)
 - \$2,363 – Gil Rodriguez (insurance)
 - \$171.04 – Turnkey (monthly service)
 - \$850 – Turnkey (system repair)

Motion by: Gloria Garcia

- The motion: To approve and use the collection letter presented by Gil for recovering outstanding homeowner dues.
- Motion seconded by: Ana Laura Arellano
- Open for discussion and voting
- Motion passed

Agenda Item 4: Formation of Election Committee

Motion by: Bennie Solis

- The motion: To form a three-person election committee to review submitted proxies and present recommendations to the homeowners.
- Motion seconded by: Andrew Moreno
- Open for discussion and voting
- Motion passed

Follow-up Election Committee Motion

Motion by: Eddie Castro

- The motion: To reaffirm the creation of the election committee and finalize member selection in executive session.
- Motion seconded by: Andrew Moreno
- Open for discussion and voting
- Motion passed

Agenda Item 5: Homeowner Information Update

Homeowners will be emailed to update their name, phone number, email, and number of lots owned. This was previously requested in the June 2025 meeting.

Agenda Item 6: Website & Squarespace Access

Motion by: Eddie Castro

- The motion: To retain the new HOA website created by Gil Rodriguez due to lack of access to the previous platform and to reduce confusion and cost.
- Motion seconded by: Gloria Garcia
- Open for discussion and voting
- Motion passed

Agenda Item 7: New Build Permits

Jojo Thomas will contact builders, homeowners, and former management to verify and collect all pending new construction permits submitted previously.

Agenda Item 8: Landscaping Quotes & Requirements

Motion by: Gloria Garcia

- The motion: To require an insurance waiver from any landscaper hired who does not carry their own liability insurance making the landscaper responsible if any damages occur during their work.
- Motion seconded by: Jojo Thomas
- Open for discussion and voting
- Motion passed

Agenda Item 9: Property Management Approach

Motion by: Eddie Castro

- The motion: To have the Board of Directors manage the property directly rather than hiring a property management company at this time.
- Motion seconded by: Jojo Thomas
- Open for discussion and voting
- Motion passed

Agenda Item 10: Architectural Control Committee

A new member will be appointed to replace Jojo Thomas on the Architectural Control Committee. The board will conduct necessary inspections and continue follow-up.

Agenda Item 11: CCR Amendments

Bennie Solis will collaborate with Rafael Garcia and Rodney Sipes to revise Section 9 of the CCRs with updated and proper legal language.

Agenda Item 12: Security & Turnkey Vendor Issues

Turnkey has failed to provide administrative access to cameras and gates. The board will request an in-person meeting and gather alternative vendor quotes.

Agenda Item 13: Meeting Adjournment & Executive Session

Motion by: Gloria Garcia

- The motion: To adjourn the meeting at 7:38 p.m. and enter executive session.
- Motion seconded by: Gil Rodriguez
- Open for discussion and voting
- Motion passed

Respectfully submitted,

Gloria Garcia

HOA Secretary

A handwritten signature in black ink, appearing to read 'Jojo Thomas', with a long horizontal line extending to the right.

Approved by:

Name: Jojo Thomas

Date: 10 July 2025