



# Madison Park HOA

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## Special Board of Directors Meeting Minutes

Date: September 3, 2025

Location: 4707 S Highway Business 281, Edinburg, TX 78539

Time Called to Order: 6:33 PM

### I. Call to Order

The meeting was called to order at 6:33 PM by President Benny Solis.

Opening remarks were read by President Solis, emphasizing the urgency of the meeting to address time-sensitive matters, provide community updates, and continue progress on inherited challenges.

### II. Attendance

Board Members Present:

- Benny Solis – President
- Gil Rodriguez – Treasurer
- Andrew Moreno – Vice President
- Gloria Garcia – Secretary
- Eddie Castro – Director
- JoJo Thomas – Director
- Ana Laura Arellano – Director

Guests:

- Kevin Huff
- Teri Sipes
- Rodney Sipes

A quorum was established.

### III. Financial Report – Treasurer Gil Rodriguez

- Delinquent Accounts:

- 15 delinquent accounts identified as of July 1, 2025.
- 12 accounts collected; 3 remain outstanding as of Sept 1, 2025.
- \$9,836.51 collected since July 1, 2025, representing 75.2% of prior administration's opening balance.

- Current Bank Balance:

- Checking: \$9,626.17

- Savings: \$500
- Total: \$10,126.17 (includes \$750 reserved for legal retainer, pending approval).

### **Current Operating Expenses**

- Monthly Operating Expenses (Approx. \$1,420):
  - Internet & Gates/Cameras: \$300.50
  - Water: \$135
  - Electricity: \$260
  - Landscaping: \$400
  - Gate Software: \$171
  - Supplies/Miscellaneous: \$152

### **- Cost Savings July-End of Year**

- \$1,450/month due to elimination of management fee (\$1,200/month) and reduced landscaping contract of \$250 per month.
- Total projected savings July-Dec 2025: \$8,700.

### **Other Savings**

- Internal Maintenance:
  - Gate repairs, sensor alignments, and remote programming completed by Board members to avoid vendor call-outs.

## **IV. Legal Engagement**

The Board discussed the need of Motion for a real estate attorney to advise on:

- Enforcement of liens and potential foreclosures for delinquent accounts.
- Legal remedies for short-term rental violations impacting neighborhood security.
- Enforcement on assessment fees, fines of minimal of \$100 per day or higher as permitted by the law and governing documents for continuing until those are cured.

Outcome: Engagement letter approved for attorney requiring a \$750 retainer fee and 25% contingency on collected funds.

Motion 1: Engage Real Estate Attorney

Motion by: Gil Rodriguez

Seconded by: Eddie Castro

Open for Discussion: Yes

Vote: Unanimous in favor

Motion Passed

## **V. CPA Internal Financial Review**

- CPA completed review of 2020–2024 financial records.
- Recreated QuickBooks because prior management did not transfer the Backup files of QuickBooks to the current Board of Directors.
- Completed and filed 2024 taxes, as these had not been completed by previous management.
- Updated IRS and Texas franchise documents, which had not been updated and were still under Magnolia Management.

### **Internal Review Summary:**

The internal review was chosen as the most cost-efficient plan for the HOA, providing a comprehensive evaluation of financial data at a fraction of the cost of a full forensic audit; HOA could not afford forensic audit.

### **Findings:**

- No material misstatements were identified.
- Recreation of all records now provides a reliable financial foundation for the HOA.

## **VI. HOA Dues Increase**

Discussion held on increasing annual dues to avoid future special assessments and the fund street repairs in future.

Motion 2: Increase Annual HOA Dues to \$425 per lot starting January 2026

Motion by: Gil Rodriguez

Seconded by: Eddie Castro

Open for Discussion: Yes

Vote: 5 in favor, 2 opposed

Motion Passed

Outcome: HOA dues will increase to \$425 per year, per lot, effective January 2026.

## **VII. Payment Frequency Standardization**

Proposal to require all homeowners to pay annually rather than quarterly.

Motion 3: Standardize HOA Payments to Annual Only

Motion by: Gil Rodriguez

Seconded by: Gloria Garcia

Open for Discussion: Yes

Vote: 2 in Favor, Opposed by 5

Motion did not pass

Outcome: Both annual and quarterly payment options will remain available.

### **VIII. Gates & Security Cameras**

- Board has saved \$400–\$600 through in-house programming and gate repairs.
- Current issues:
  - Gates opening at random or lingering open.
  - Some Camera system not recording due to burnt hard drives; BOD working on fixing the issue.
  - Security risk from short-term rental guests using/misusing homeowner codes.

Quote Received:

- KJC Video & Access – \$374.85 for replacement hard drives and installation.

Board to await additional vendor quote before proceeding.

### **IX. Committee Reports**

- Beautification (Ana Laura):
  - Lawn violation letters sent in English and Spanish.
  - Discussion of light fixture replacements and curb maintenance.
- Community Events (Eddie Castro):
  - Halloween event scheduled for October 25, 2025.
  - Community garage sale set for October 4–5, 2025.
  - Plans underway for holiday community events.
- ACC Report (JoJo Thomas):
  - One house under construction, no reported noise or trash issues.
  - Investigating fence permit compliance.
- Landscaping (Andrew Moreno):
  - Ongoing work on Jackson side irrigation and oleander trimming.
  - Awaiting quotes for tree trimming and electrical repairs.

### **X. Adjournment**

Motion 4: Adjourn Meeting

Motion by: Gloria Garcia

Seconded by: Eddie Castro

Open for Discussion: Yes

Vote: Unanimous

Motion Passed

Meeting Adjourned: 7:33 PM

### Summary of Motions

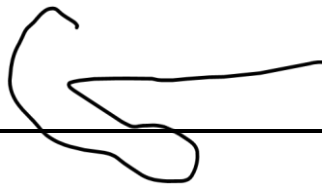
#	Motion	Motion By	Seconded By	Outcome
1	Engage Real Estate Attorney, to enforce the \$100 per Day Fines, Liens & Foreclosures	Gil Rodriguez	Eddie Castro	Passed – Unanimous
2	Increase HOA Dues to \$425/year per lot (2026)	Gil Rodriguez	Eddie Castro	Passed – 5-2
3	Standardize to Annual-Only Payments	Gil Rodriguez	Gloria Garcia	Failed
4	Adjourn Meeting	Gloria Garcia	Eddie Castro	Passed – Unanimous

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Prepared by Gloria Garcia

Madison Park HOA Secretary

on Sept 3, 2025



Approved by: \_\_\_\_\_

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