

# Madison Park Homeowners Association

Quarterly Board Meeting Minutes — November 6, 2025, 7:00 PM

4707 S Business Hwy 281, Edinburg Tx

## **I. Call to Order**

Meeting called to order at 7:00 PM.

## **II. Roll Call / Quorum**

Directors/attendees present:

Bennie Solis (President)

Andrew Moreno (Vice President)

Gil Rodriguez (Treasurer)

Gloria Garcia (Secretary)

Ana Laura Arellano (Director)

Eddie Castro (Director)

Jojo Thomas (Director)

Quorum established.

## **III. Treasurer's Report (Gil Rodriguez)**

Collections Update

Of 14 past-due accounts, 13 have been successfully resolved; 1 remains pending (~92% resolved). Out of these several were overdue for years, reflecting improved collections under the new Board.

Income (July-Oct)

HOA DUES / SERVICES INCOME Dues: \$7,324.50

HOA VIOLATIONS: \$1,295.28

SALES OF PRODUCTS: \$330.00

Total Income (Jul-Oct): \$8,949.78

Expenses (YTD segment referenced)

Advertising/Marketing: \$51.04

Commissions/Bank fees: \$8.02

Insurance: \$2,363.00

Office Expense: \$965.00 (includes ~\$484 for statement NOT PROVIDED BY PREVIOUS ADMIN

Other business expenses: 24.98

Professional Services: \$2885.00

Legal fees \$750

QuickBooks fees: \$178.48

Repairs & Maintenance: \$6,154.80

Supplies: \$153.75

Utilities: 2888.51

Total Expenses (combined): \$16,422.84

Other Income

Funds received from prior administration: \$13,637.00.

Balance (as stated by Treasurer)

Bank balance as of October 31

Bank Balance: \$6,163.98

#### **IV. Financial Forecast as of Oct 31.**

Current bank balance: \$6,163.98

Expected income (Nov-Dec): \$1,661.25

Projected available funds (YE): \$7,825.23

Estimated expenses (Nov-Dec)

Categories noted: landscaping, water, internet, TurnKey gate support, electricity, QuickBooks. The total estimated projected expenses are \$2,692.23.

Projected Year-End Balance: \$5,133.01

The Association is on track to close the year with a positive balance without special assessments or emergency funding (projection excludes unforeseen emergencies).

## **V. Assessments & Invoicing (2026 Cycle)**

Treasurer recommended sending 2026 assessment invoices in the last week of December with a January 1 invoice date and January 31 due date. Rationale: gives owners time to plan; keeps fiscal years clean (avoids December-dated income for the 2026 cycle). Discussion: Board consensus favored the clean-year approach.

## **VI. Old Business**

Short-Term Rental Airbnb — Closure

The homeowner paid the fine and removed the listing. No current activity observed. Matter closed and recorded in the minutes.

## **VII. New Business**

ACC Approval Form (Architectural approvals)

The ACC presented a new approval form for use once any applications submitted by owners are reviewed. Discussion among board noted that the form should explicitly identify approved scope & details to avoid ambiguity. A detailed alternate format was referenced favorably by board.

### ***Motion***

Motion by: Eddie Castro

The Motion: Adopt the Madison Park ACC/Board approval form presented where the homeowner completes the application and the ACC signs the approval on the same form, with all three ACC members signing evidence of the decision. The form is then submitted to Board for Final BOD Signature.

Seconded by: Gloria Garcia

Open for Discussion & Voting: Held; no objections recorded.

Vote: All yes — Unanimous

Outcome: Motion Passed

New Form to be posted on the website so homeowners can access the correct, detailed version.

## **VIII. Director's / Committee Reports**

### **Gates & Access Control**

There has been a substantial cost savings by continuing to manage the gate systems at the Board of Directors (BOD) level. Over the past several months, approximately seven (7) recorded gate reset events have been addressed directly by the Board, avoiding service calls that would have cost the Association an estimated \$700 in vendor fees.

In addition, seven (7) remotes have been successfully programmed by the Board, eliminating the need for external programming by TurnKey Communications, resulting in further cost savings for the community. These initiative-taking efforts by the Board reflect a continued commitment to responsible financial management and operational efficiency. Below are some points and discussion the BOD has had in regards to the gates at Madison Park.

- Wisconsin gate intermittently remains open or cycles open/close; YELP reset button closes it when stuck.
- Possible contributors: vehicle/safety sensors, wind, door weight/hinge wear, multiple remote presses, and exit sensor triggering.
- DIY resets avoided several 2025 service call charges (7 resets).
- Hinges/weight: doors are heavy; require regular greasing (~every 2 months) and occasional lift with a jack to grease properly.
- Gates are access control (not absolute security); tailgating and pedestrian entry remain possible.
- Encourage using directory call feature (lot number calls owner's phone; owner presses 9 to open gate) instead of sharing codes; resolve blocked-number issues on phones.
- Consider peak-hour open periods vs. longer-term capital repair/replacement. Present options and costs at the annual meeting for community vote.

### **B. Violations / Landscaping**

In efforts to have the community looking beautiful and to the standards of the community's bylaws....

Fifteen homes were recommended to address landscaping problems or situations have responded favorably. Eight out of fifteen of those homes have replaced dead landscape; others have opted on treating their lawn with pesticides and treatments.

Consistency/fairness: as compliant owners invest to fix issues, non-compliance elsewhere will be addressed by BOD with appropriateness and all fairness as per bylaws.

*Irrigation & Lighting (Common Areas)*

Over-watering and fungus observed; run times reduced and schedules adjusted for cooler months.

Two minor leaks to investigate; and a battery-operated battery replacement.

A sensor currently cuts power to electric panel boxes instead of just lighting; needs electrician review next year as it is not critical issue.

*Community Events / Engagement*

Community Garage Sale: good turnout; large wall sign helped; smaller yard signs were hard to see.

Holiday ideas: Best-Decorated Home contest (judging ideas floated)

Simple neighborhoods meet-up; music and photo spot; scalable year-to-year.

Santa visit or caroling discussed; weather/logistics may limit.

*Neighborhood Communications*

Create an official HOA-managed WhatsApp group (opt-in via QR on website) for quick announcements (suspicious activity, lost pets, service notices).

Current unofficial WhatsApp group is not board managed.

*Construction/City Interface (Informational)*

Timelines were discussed on new builds (backorders affecting completion). City has limited enforcement on certain items; further action would be HOA-driven if pursued.

**IX. Adjournment**

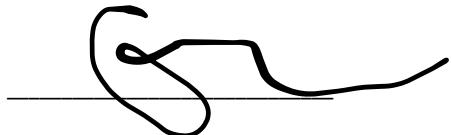
Open session adjourned upon entering Executive Session.

Meeting adjourned at 7:59 PM.

**X. Executive Session**

The Board moved to Executive Session at 8pm. The following items were discussed.

1. ACC roles were discussed. Rules and procedures will be forwarded to the ACC.
2. Attorney Updates:
  - a. Property A - HOA funds and Attorney Fees expected to be collected by Mid-November.
  - b. Property B - No response from Homeowner. Foreclosure proceedings may begin.
3. Response from Homekey is still pending regarding HOA transfer Fees. If no response is received the BOD will seek legal advice.



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Signature

Gloria Garcia

Madison Park - Secretary