



Madison Park Homeowners Association

Board of Directors Meeting Minutes

Date: August 13, 2025

Time Called to Order: 6:44 p.m.

Location: JJ Builts, 4707 South Expressway 281, Edinburg, TX 78539

Board Members Present

- Bennie Solis – President
- Gil Rodriguez – Treasurer
- Gloria Garcia – Secretary
- Eddie Castro – Board Member
- JoJo Thomas – Board Member

Board Members Absent:

- Andrew Moreno – Vice President
- Anna Arellano – Board Member

I. Financial Report

- Based on previous administration Delinquent Accounts:

- 15 past-due accounts totaling \$12,670.
- \$6,259.50 recovered to date (49.37%).
- Four accounts with highest balances: \$2,325; \$2,532.50; \$950; \$750.

- Profit & Loss Statement (summary):

- Income: \$6,259.50 (\$5,759.50 HOA dues + \$500 violations).
- Expenses included:
 - Insurance: \$2,363
 - Office Expenses: \$604 (includes \$480 reimbursement to Bennie Solis)
 - QuickBooks Fees: \$101.95
 - Repairs & Maintenance (including landscaping): \$2,098
 - Utilities and communication expenses

- Discussion on delinquent accounts included options for liens, interest, and structured payment plans.

Motion by Eddie Castro: To adopt the second draft of the delinquency notice letter, identifying it as a “second and final notice,” including invoices with interest and payment plan options.

- Second by JoJo Thomas
- Open for Discussion/Voting: Members discussed applying interest (per Texas law up to a

max 18%), limiting installments to 2–3 payments, and separating prior administration's records from current board actions.

- Motion Passed and Agreed by Everyone Present

II. CPA Audit and Tax Filing

- Update: CPA indicated progress; report expected by end of week or early week of 8/18/25.
- Discussion regarding prior administration's incomplete records and preparation of 2024 tax return.
- Board agreed to await CPA's audit results before signing 2024 tax documents.
- Board also agreed that the 2024 documents will be fully completed by the new CPA, Phil Snyman, who is also performing the internal review and audit.

III. Election Committee

- Prior letters and emails yielded no volunteers.
- Debate on whether to resend notices; consensus reached that closure is needed.

Motion by Gil Rodriguez: To send a final letter via email to all homeowners stating that volunteers were requested, none came forward, and the Board declares the matter of the Election Committee closed.

- Second by JoJo Thomas
- Open for Discussion/Voting: Members emphasized transparency and the need to provide closure to the community, even if few homeowners respond.
- Motion Passed and Agreed by everyone present

Additionally, the Board agreed that the existing ballots and proxies will be collected by two board members, sealed, and kept in secure recordkeeping with witnesses present.

IV. CCR Amendments

- Animal Restrictions:
 - Proposed deletion of Article V, Section 10 regarding animals.
 - Replacement language: permits customary household pets (dogs, cats, etc.), requires humane maintenance, prohibits nuisances, and mandates leashes outside fenced areas.
 - Discussion included noise/nuisance complaints and city ordinance enforcement.

Motion by Bennie Solis to adopt the amendment language regarding animals and proceed with notarization and recording.

- Seconded by Eddie Castro
 - Open for Discussion/Voting: Members discussed need for possible fine structures in future amendments but agreed to proceed with current revision.
 - Motion Passed and agreed by all present
- Bylaw Amendment on Homeowner Approval: Board clarified that CCRs already specify amendments must be made by homeowner vote. No further action required.

V. Airbnb Violations

- Homeowner continues to rent property despite warnings.
- Board discussed second/final notice letter, possible legal action, and notifying Airbnb of CCR violations.

Motion by Gil Rodriguez to issue a second and final notice to the homeowner, allowing no more than 7–10 days to cease short-term rentals, stating that all legal fees incurred will be charged to the homeowner, and indicating the Board's next step will be legal action.

- Seconded Jojo Thomas
- Open for Discussion/Voting: Members discussed need of attorney if necessary; also debated notifying Airbnb directly of CCR violation.
- Motion Passed and agreed by all present

VI. IRS and Texas Franchise Filings

- IRS: Madison Park HOA still listed under Magnolia Properties. IRS instructed that changes must be made through responsible party designation.
- Board agreed to allow CPA to handle corrections during 2024 tax filing.
- Texas Franchise Office: outdated director list still on file; corrections will be made in the next annual PIR filing.

VII. Adjournment

There being no further business, the meeting was adjourned at 9:16pm

Respectfully submitted,
Gloria Garcia, HOA Secretary



Approved by: Gil Rodriguez Date: August-25