



Durham Park Association

800 Glasscock Road, Liberty Hill, TX 78642

www.durhampark.info

7:00 PM Tuesday August 11th, 2026

Meeting Called by: DPA President **Meeting called to order at 7pm**

Note Taker and Timekeeper: Secretary

Type of Meeting: Monthly

Attendees: All in attendance

Open meeting

Kara Edwards

Minutes

Corinne Jacobson

- MG motioned to approve June minutes, 2nd JW, all approved
- May minutes still need to be approved

Treasurer's report

Melynda Gero

- Assessments are still coming in (about 40 residents have not paid)
- Checking: \$37,404.72
- Savings \$966.83
- Secondary Checking \$6,228.58

Committee reports/Old Business:

Maintenance

John Wilson

Activities

Lacy Phillips

Architectural Control

Garner Edwards, De Anaya

Pool & Building

Brad Jacobson / John Wilson

Old Business

Maintenance: update on the last month – John Wilson

- One new meeting sign made (\$48.71)
- Additional receipt for the bathroom repair located
- Gas expenses
- Issue with pool gate handle, but fixed now
- No Soliciting Signs – Done
- Termites – Completed
- Jeff's Refrigerator – Done

ACC violation letters – partially successful- De Anaya

- Approvals: 800 Double File – one 650 sq ft accessory dwelling; 451 Westfall trail – one 24x20 carport; 360 Double File – one 720sq ft barn expansion; 201 Westfall trail 14x35 in ground pool
- Two more letters sent for violations of fire risk and unregistered vehicles

Pool update

- Brad fixed the pool pump timer, drained the pool and refilled, required additional acid; Reimbursement in the amount of \$343.03

Windy Hill Ranch – discuss email received

- Our bylaws restrict businesses within the community and ACC disallows animal approvals for the purpose of anything but personal use. The board will respond via email asking for additional documentation to demonstrate that the residents are moving toward the # of agreed upon horses (16).

New business

Financials (MG)

- Assessments -40 -ish left, send late fee letters
- Write Reimbursement checks
 - o John Wilson (\$302.17), Brad Jacobson (\$343.03), Lacy Phillips (\$67.08) and Daniel Reed (\$300+tax); Melynda will look into water bill and setting up automatic payments
- Bookkeeper - Tamara, new bookkeeper, onboarding and setting up our accounts
- Fee schedule – need to research (KE)
 - o Kara will research the process for updating bylaws and fee schedule for next meeting
- Discuss collecting assessments from property that is in foreclosure (KE)
 - o Decision: Board will attempt to collect upon resale

Trash (KE)

TDS – Texas Disposal – will not service our area

Al Clawson Disposal

- o new model and policies to add recycling; senior trash can option for a reduced price

Internet update (KE)

- Fiber is still coming; permits are still processing; will receive an update from Brad in 10-days, next Monday they will also be out to work on cameras for the building

Updates to website (CJ)

- Option to update pool use and building use forms to be digital
- KE motioned to approve updating the forms on the website, LP second, all approve
- Corinne will complete this task as soon as possible

Assets tracking (LP)

- Key tracking forms
- Recommendation to record assets each time the policy renews; Lacey to complete every six months and email to board

Fall schedule (KE)

- October – look at Go Daddy renewal
- October 24th – Hayride
- November – relook at insurance
- January - Set up a committee to redo the bylaws

Open meetings training (KE)

- Board members are required to complete Open Meetings training through the AG's office
- All board members will forward their completed certificates to the board – Lacy will keep it on file; Corinne will keep copies in the google drive

Interest in activities position

- Keara interested in this position and we will onboard her next month

Clubhouse – requests go out on group chat to get keys, add to calendar, and confirm usage

PUBLIC FORUM:

Resident asked questions about ACC violation letters and volunteered to assist
Another Resident suggested that the ACC send “Thank you for remedying your violation”

ITEMS TO BE VOTED ON

- Reimbursements
- Website Updates

Executive Forum: N/A

ANNOUNCEMENTS and ADJOURNMENT: This meeting is adjourned at 8:19pm by Kara Edwards

The next regular/official board meeting will be **at Tuesday, September 8th at 7pm**
800 Glasscock Rd., Liberty Hill, Texas