

Decordova Ranch POA

July 28 2026

Meeting Minutes

Start Time: 6:34 pm

United Cooperative Community Room and Zoom

Board Members in attendance:

Janelle Hudgins- Treasurer

Rená Stroud- Secretary

Ed Soler – Vice President

Scot Dube- Member at Large

Board Members Absent: Jacque Gordon-President

I. Call to order / Notice of Quorum

- Meeting called to order at 6:34 pm. Quorum present.

II. Opening remarks (President)

- Ed Soler, Vice President, welcomed attendees, noted Jacque absent, asked for any additional topics outside agenda. General thanks to volunteers and committees.

III. Approval of June 27, 2026 meeting minutes

- Motion to approve June meeting minutes and annual meeting minutes made and seconded; board voted “All in favor.” (approved)

IV. Member Open Forum for Property Owners

- Homeowner raised mailbox delivery/cluster-box availability issue: reported many homes without front/mailbox delivery while cluster has apparently assigned boxes that appear unused; homeowner counted ~30 homes without mailboxes while 46 cluster boxes exist.
- Discussion points:
 - Post office policy change circa 2018 (new homes delivered to front boxes) referenced.

- Scot Dube Volunteered to meet postmaster / get reconciliation of which cluster boxes are assigned and whether additional CBUs can be approved.
- Preliminary cost estimates discussed for CBU cluster unit including roof/installation: estimates ranged ~\$2,500–\$3,600
- Board consensus: pursue post office reconciliation, request work order/approval and pricing, may authorize funding once estimates firm. Action assigned (see Action Items).
- Other homeowner items:
 - Mailbox at Elite-built home was damaged; board to contact homeowner/Elite about relocation/backset before rebuild.
 - No mailed/email requests were outstanding for member open forum.

V. Committee updates

- Social
 - Ongoing schedule published in newsletter.
 - Upcoming events: Sunday supper in August at Zako's; requests for volunteer-hosted youth pool party and adult cocktail socials. Action: request volunteers; include in newsletter.
- Beautification
 - Limited current activity; trying to coordinate with Chad for gate/entry spruce-up; limited contractor response.
- Security
 - First meeting on July 19; gate cameras installed; construction and main gates remaining open issue resolved.
 - Four cameras installed with footage provided to sheriff; trail cameras deployed; neighborhood patrol volunteers monitoring; sheriff engaged with leads on suspect(s). Some reduction in activity noted.
- ACC / Governing documents
 - Governing documents effort on hold pending attorney recommended timing (suggested wait until Feb–Mar next year for new 210 petition).
 - ACC policy edits reviewed (exhibits A & B). Motion to approve updated minimum construction standards / ACC amendments passed. Three-board-signature and notarization to follow; send to attorney Sam for finalization.
- Maintenance
 - Construction gate wiring repaired and programmed (open 7:00am–6:00pm as corrected).
 - Sprinklers adjustments and some irrigation zones shut off; community center AC leaking (coil/freon issue) — concern about humidity, mold, and equipment stored in kitchen. Recommendation to shut AC when compressor risk is high and address repair.
 - Parts and stored gate equipment occupying community center kitchen; proposal to rent small storage unit for materials and temper hazard. Board discussed monthly rental up to \$100–\$125. Motion to approve storage unit rental up to \$125/month (not to exceed \$120 mentioned in motion) — motion seconded and approved.

Action: Scot Dube to obtain storage. We also need to verify insurance/ride coverage on association policy or request renter provide certificate.

- Roads (maintenance/transition)
 - Road repair & ribbon curb work scheduled; temporary changes to gate access a. Board discussed and approved keeping Lonesome Creek gate open during ribbon curb/chip-seal work to maintain resident access and emergency access.
 - Motion(s) and board decisions on gate access: Board initially discussed leaving Lonesome Creek gate open Friday morning through Monday morning for ribbon curb work; later amended to open gates immediately and keep open until road split is drivable. Motion passed unanimously to open Lonesome Creek gate now and keep open through project completion. Action: Scot Dube to send resident notice and coordinate barricading and contractor traffic control with site managers.

VI. Old Business

a. Road Improvement Project Update

- Ribbon curb pour and chip-seal timing discussed (expected Friday through Monday window; contractor Hannah indicated curb may be drivable by Monday/Tuesday).
- Board decision: keep Lonesome Creek gate open now and until the split/road is drivable. Emphasis on improved barricading (park equipment or vehicles to block) and traffic advisories to residents to reduce speed and avoid excess turning. Action: Scot to contact Hannah/Javier and coordinate barricades; Scot to draft and send resident email advising schedule and safety guidance.

b. Amending ACC Policy

- Draft ACC amendments reviewed (edits in red); motion to approve update to minimum construction standards and ACC amendments passed. Next steps: obtain three notarized signatures (board, UDCC rep, Jacque); send final to attorney Sam for recording. Action: Rená finalize documents with Sam and arrange signatures/notarization.

c. Payment Plan Update

- Payment plan documents signed by board and left with attorney (Sam) ~3 weeks prior; need confirmation of county recording/recording number.
- Once recorded, PMG to post policy to website and mail required homeowner notice (one-page summary or letter) per statutory requirements. Action: Dawn to confirm recording with Sam; Dawn/PMG to post to website and mail notice once recorded.

d. Discuss increase in annual maintenance fee for 2027

- Discussion of special vote / ballot language for a 2027–2029 increase (three-year Maintenance fee increase) in the amount of \$1400/year. Board reviewed voting procedures and absentee/proxy deadlines:

- Proxy/absentee voting rules updated previously; absentee ballots due by cutoff (five business days prior per updated procedure, Monday deadline for current election). Absentee ballots must originate from homeowner email or verified non-board source and be verified by PMG. Board to accept absentee ballots received by deadline and verify voter identity by phone if necessary.
- Board emphasized need to communicate election results promptly after in-person count (PMG to distribute results / board to review before posting to neighborhood channels). Action: Scot to draft results notification for PMG distribution after Saturday tally; designate board member to review accuracy before release.

VII. Finance review a. PMG Financial reports

- PMG will provide June financial statements; Treasurer requested monthly distribution aligned with receivables by 22nd of each month. PMG agreed to send June statements and set schedule to distribute to board/homeowners. Action: Dawn/PMG to send June report; Dawn to schedule monthly sends by 22nd.

b. YTD Budget review

- Treasurer/finance review presented YTD through June:
 - Overall variances: some accounts under budget (water ~ \$3,000 under), other line items over (legal fees over ~\$2,200; management fees slightly high; irrigation repairs over due to leaks; gate maintenance over ~\$1,000; AC repair in community center unbudgeted).
 - Calendar-year reporting and pre-paid assessments make mid-year numbers appear higher—explanation provided for reserves and timing. Board agreed to schedule finance workshop to review accounts, consolidate bank accounts, and clean up legacy liability lines (including investigating the ~\$16k developer contribution / loan line).
- Action items:
 - Schedule finance workshop prior to October budget approval to review assets/liabilities, consolidate accounts, and prepare 2027 budget recommendations (Assignee: Board Treasurer / Janelle).
 - PMG/CPA to advise documentation required to write off ~\$16,003.43 developer line; report back to board. (Assignee: PMG/CPA & Dawn)
 - Treasurer (Janelle) to review categorization and approve PMG report prior to distribution each month. PMG to distribute on set schedule (by 22nd monthly).

VIII. New Business a. Neighborhood Crime Discussion and Plan

- Security committee update (see V). Additional discussion:
 - Cameras are currently unreliable; monitoring costs ~\$7k/yr; system lacks motion-smart features and requires manual review. Board discussed researching alternatives (e.g., Ring-style or other commercial systems; Alert360; other vendor quotes) before contract renewal next May. Form security research committee to evaluate options and costs. Action: Form security committee and research

vendors; obtain quotes and implementation plan (Assignee: Scot, Janelle, volunteers).

b. Realignment of Board Member Committee Liaisons

- Proposed committee liaison realignment circulated by Jacque prior to meeting (assignments listed). Board discussed whether to have designated backups for each committee.
- Consensus: defer final assignment until Jacque (President) is present for collaborative confirmation; board to discuss at next meeting. Meanwhile, board members to serve as interim liaisons as previously proposed. Action: Confirm and publish finalized committee liaisons after board discussion and vote review.

c. Communication and Teamwork Enhancement Discussion

- Board recognized communication gaps (examples: document circulation with attorney, committee correspondence not copied to secretary/president).
- Agreed to implement process improvements:
 - Board members to copy full board on substantive email threads and key committee decisions.
 - Add agenda item for communication protocol and triage flow (who receives homeowner requests, timeline for response) at next meeting.
 - Consider a flowchart/process for routing homeowner requests to responsible liaison and documenting status/closure. Action: Add communication protocol to next meeting agenda; Secretary to draft recommended flowchart for board review.

IX. Adjourn to Executive session 8:53pm.

- Meeting adjourned to executive session for review of delinquent accounts and confidential collection discussions. (Speakers confirmed attendees leaving prior to executive session.)
 - Resend 45-day statutory notices / final payment-plan offer to accounts identified on August 3; if no response within 45 days, proceed to legal/lien referral.
 - Approve filing liens and/or sending accounts to collections where appropriate and as previously authorized
 - Approve continued monitoring of accounts on payment plans; treat returned payments per policy and reissue notices as required.

X. Re-convene at 9:45pm: No Community members present.

XI. Open forum: No Community members present.

XII. Adjourn at 9:46pm