

Decordova Ranch POA

August 25, 2026

Meeting Minutes

Start Time: 6:35 pm

United Cooperative Community Room and Zoom

Board Members in attendance:

Jacque Gordon-President

Janelle Hudgins- Treasurer

Rená Stroud- Secretary

Ed Soler – Vice President

Scot Dube- Member at Large

I. Call meeting to order/notice of Quorum

- Meeting called to order by Jacque Gordon at 6:35 pm. Quorum present.

II. Opening Remarks (President)

- Jacque Gordon welcomed attendees and moved directly into the agenda.

III. Approval of July 28, 2026 meeting minutes

- Rená Stroud motioned to approve the minutes. The motion was seconded. All were in favor. The motion passed.

IV. Member Open Forum for Property Owners

a. Road Signage – Lezlie Gravens presented ongoing speeding on newly improved roads, including Pinnacle Ridge Way and near the park. A desire to protect road investment and improve safety, particularly for school buses and children. Speeding is not only from delivery drivers (FedEx, Amazon) but also from residents and school buses. Signage suggestions (Lezlie and others): Use additional “Please Slow Down” signs: at/near the split with existing “Keep Right” signs, along Pinnacle Ridge Way and near Logston’s house and the compost area, install “Slow Down – Kids Playing” signs near/around the park, as current signs are not well placed or missing. Consider messages that emphasize “Protect Our Roads” and child safety. Specific mention of bus 26 driving over the neighborhood speed limit. Residents encouraged to call the

bus barn each time speeding is observed so it is documented and addressed. Acknowledged the positive impact of the road work and residents' appreciation. Agreed that additional signage is appropriate and relatively low-cost. Noted some existing "Keep Right" and "Slow" signs but agreed placement can be improved. Will coordinate with maintenance committee and willing residents for sign placement on private lots where owners consent.

b. Speeding -- Rhoda Gaspar

V. Committee Updates – ACC, Beautification, Security, Maintenance, Social, Finance

a. ACC:

- Board and ACC representatives confirmed that the new fee schedule for builders and new construction has been finalized and sent to the attorney.

- Updated fees (examples discussed):

- \$1,500 – new home construction deposit/fee.
- \$350 – pool.
- \$100 – fences and similar items.

- All required signatures from committee members and board have been obtained; attorney will record the resolution with the county.

- Once recorded:

- The new fee schedule becomes effective as of the recording date.
- POA must send a letter to the neighborhood and post on the website with the updated fee schedule.

b. Beautification:

- Thanks extended to Danny and Jean for funding and installing lights and signage at the DeCordova Ranch split, improving aesthetics and protecting the new ribbon curbs.

- No bill submitted to the POA;

- Next step: add stone, topsoil, and grass on the inside and outside of the split to shore up ribbon curbs and prevent erosion.

- Contractor Ed Sandelin was asked to assist with cost estimates for: Stone, Topsoil, Grass seed

- Ed to provide cost estimates for the split landscaping and stabilization.

- Beautification Committee to finalize a design and cost proposal for board consideration.

c. Security

- Break-In Activity & Police Coordination:

- Last known break-in attempt was July 14; no new incidents since.
- Granbury Police Department working with POA security; one suspect believed to have been arrested.

- Gate Operations & Access Control:

- John Campbell met with several committee members (including Marvin, Danny, Mark, and Lee) to train them on grading the construction gate and other gate operations.
- Goal: Have in-house capability to:
 - Change gate schedules (school buses, open houses, events)
 - Avoid service charges and delays from outside vendors.

- Camera System:

- Current camera system is underutilized due to complexity and limited training.
- Plan to have Marvin and others gain admin access and learn the system thoroughly before considering upgrades.
- Separate parallel effort to research alternative camera solutions (e.g., solar/cellular cameras with better apps and instant notifications), but no immediate change authorized yet.

d. Maintenance:

- Sprinkler System:

- Front gate sprinklers were previously shut off for about a month, causing crepe myrtles to suffer.
- Recent repairs completed by Chad, a contractor who also maintains sprinklers at the park.
- Discussion of three water meters and using ION water to monitor usage and detect leaks.
- Leak at the park (middle area) had been fixed earlier; significantly improved water bills.

- Water Bill Review:

- Recent water bill: \$295 total, indicating sprinklers had been off or usage sharply reduced.
- Year-over-year comparison shows August 2026 water use similar to or lower than August 2025, confirming leak resolution and more efficient watering.

- Community Center A/C:

- Community center A/C has a leaking coil.
- Vendor Daffin has secured free parts, but labor is \$2,300.
- Recommendation:
 - Run the A/C set at 85°F continually unless room is in use, to reduce stress but keep humidity manageable.
 - Plan to defer full repair until next spring, unless conditions worsen.
- An anonymous resident donated \$2,000 specifically toward this A/C repair. Donation currently held by Scott; board requested it be deposited into POA accounts to avoid personal liability and to properly track on the books.
- Janelle / Treasurer to:
 - Deposit the \$2,000 A/C donation into POA accounts and tag it to the appropriate maintenance line item.
- Maintenance Chair to:
 - Work with Chad to estimate sprinkler maintenance needs/cost for the next 12 months, for budgeting.
- Board to:
 - Decide timing of the A/C coil repair (likely spring), using the donation and reserves as appropriate.

e. Social

- Upcoming Events:

- Last Sunday Supper at Micado's Restaurant:
 - Date: Last Sunday of the month.
 - Time adjusted to 5:30 p.m. (restaurant opens at 5:30; prior time 4:30 would not work).
 - Gate schedule updated and event posted on Facebook.
- Fall Harvest Potluck – Neighborhood Celebration:
 - Date: Saturday, September 19, at 4:30 p.m.
 - Chosen to avoid Sunday football conflicts.
 - Format:
 - Residents bring a dish for 10–12 people,
 - Bring your own beverage and chair,
 - POA will arrange tables.

Flyer not yet posted; will be added to Facebook when the poster is ready

f. Financial: no new updates.

VI. Old Business

a. Financial Account Consolidation-Authorize Janelle to close account “1050” and move funds to account “1020” Ed 1st Rená 2nd all in favor. Authorize remove line item 2100 and 2200 close account 1st Ed 2nd Scot all in favor.

- Janelle Hudgins (Treasurer) reviewed the balance sheet and identified small or legacy accounts that no longer serve a purpose.

1. First Financial Small Deposit Account – Account Ending 1050

- Balance: \$3,690. Originally a holding account for refundable deposits
- After review of records and reconciliations (including old spreadsheets on Google Drive), Treasurer and Scot concluded no owners are owed refunds; any valid deposits have already been returned or applied.
- Motion:
 - Close Account 1050 at First Financial and transfer all funds to the operating account (Account 1020). Motion made by Ed Soler and seconded by Scot Dube. All in favor.
- Vote: Motion approved unanimously.

2. Liability Cleanup – Developer Payable & Refundable Deposits (Liability Side)

- Account 2100 – Developer Payable: \$16,343.25
 - Originally recorded as an amount “owed” to the developer.
 - Scot requested proof from developer Phil Hope of any signed agreements or minutes authorizing this as a true loan or repayable obligation; no documentation was produced.
 - Extensive review of Google Drive and added paper records from Nelda converted to digital; no evidence found that POA legally owes this amount.
 - Consensus: This is not a legitimate liability; should be removed from the books.
- Account 2200 – Refundable Deposits: \$1,660
 - Represents old/legacy construction deposits already reconciled and no longer truly owed.
- Motion:
 - Made by Ed Soler, remove liability line items 2100 (\$16,343.25) and 2200 (\$1,660) via accounting adjustment, thereby cleaning up the balance sheet. Motion seconded by Scot Dube. All in favor.
- Vote: Approved unanimously.
- Ed Solar made motion to add President Jacque Gordon to all First Financial accounts ending in 2200 and 1050. Motion seconded by Scot Dube. Motion approved unanimously to have Jacque Gordon added to all accounts.

b. Addition of Mailboxes

- Background from Scot’s Post Office Visits:
 - Post office policy since 2018: new homes must use cluster box units (CBUs) rather than individual curbside mailboxes, except where an existing mailbox line already exists on that street.

- If mail is already being delivered to individual mailboxes on a street, new homes on that street may install their own mailbox.
- Counts & Constraints:
 - Scot drove the neighborhood and identified:
 - 8 vacant lots where owners could theoretically install individual mailboxes (because street already has mailbox delivery).
 - 2 lots on Legend Court where no individual boxes exist; those would require cluster boxes.
 - One new owner currently must pick up mail at the post office due to no cluster box assignment yet.
- Cluster Box Purchases:
 - Post Office only supports CBU units in 13- or 16-tenant configurations.
 - Approximate cost: \$2,372 per unit including freight; post office installs for free.
 - Discussion whether POA should:
 - Invest in an additional CBU now, or
 - Encourage eligible owners to build individual mailboxes, freeing up existing cluster box slots.
- Resident Input / Practical Fixes:
 - Noted that some homes have individual mailboxes and assigned cluster boxes simultaneously; owners expressed willingness to surrender cluster box slots if the post office will deliver solely to their curbside boxes.
 - Example: Resident on Verde Hills willing to give up her cluster box if allowed to use her house mailbox exclusively.
 - Board agreed the simplest immediate fix is:
 - Confirm with the post office whether any unused or duplicated CBU assignments exist.
 - If so, reassign one to the new owner currently lacking a box.
- Board Direction:
 - More research is required before investing in new CBUs or mandating curbside boxes.
 - They will seek a mapping of CBU assignments from the postmaster to see which box numbers are currently allocated and in use.

c. Status of New ACC Implementation: No additions after prior discussion.

VII. Finance review

a. PMG Financial reports

- Janelle Hudgins presented July 2026 financials:
 - Monthly expenses: approximately \$8,915, considered an “average” month.
 - Largest growing expense: legal fees, primarily due to POA consulting with legal counsel on documents and fee implementation.
 - Homeowner dues collected: approx. \$467 for the month (plus some ACC and miscellaneous fees).
- Cash Balances (Mid-Year Impact of Road Project):

- As of end of July, operating account balance: ~\$117,787.
- As of “yesterday” (current meeting date), operating balance: ~\$89,616.
- Main reason for decline: payment of Elite Paving road project:
 - \$150,000 base contract,
 - plus up to \$15,000 contingency,
 - plus an additional ~\$10,000 for extending Pinnacle Ridge Way to the stop sign.
- Funds were drawn from:
 - Road maintenance fund (Alliance Road Fund) – approx. \$31,000, and
 - Operating account for the remainder.
- Board acknowledged need for belt-tightening through year-end given the size of the road expenditure and the remaining months before new assessments are collected.

b. YTD Budget review

- Janelle Hudgins presented a YTD budget vs. actual (color spreadsheet), highlighting:
 - With current spending patterns, the POA will need roughly \$72,000 to finish the year without tapping reserves.
 - Current cash (post-road payment) appears sufficient if the board stays frugal.
 - Approximately \$11,446.29 in delinquent accounts outstanding:
 - Around \$100 from unpaid ACC application fees,
 - Approx. \$7,813.14 in unpaid assessments,
 - Remainder in interest/late fees and penalties.
 - The board will continue to pursue collections (see Executive Session).

VIII. New Business

a. Securing Road Condition with Maintenance Project (ribbon curbing): No additions, discussed previously

b. Special Meeting Results and Maintenance Fee Increase. 2021

- Special Meeting Results:
 - The recent special meeting and owner vote regarding the three-year maintenance fee increase for roads passed 58–70 (numbers in transcript approximated).
 - New structure:
 - \$2,800/year per lot for three years, starting January (specific year referenced as next assessment cycle).
 - Dedicated to funding major road work (chip seal program) and future phases.
 - After three years, assessments revert to baseline unless further owner action is taken.
- Payment Plan:
 - Board approved an 8-month payment plan option to spread the increase, based on Jim Atterbury’s suggestion and board consensus.

- Intent: make the increase more manageable, especially for families on tight budgets.
 - Owner feedback suggests many are concerned about affordability; the payment plan is a key mitigation.
- Legal/Document Backing:
 - Concern raised by some owners: Was the 2023 bylaw amendment (that allowed the board to put increases to a community vote) properly passed and documented?
 - Ed and Scott spent extensive time reviewing:
 - Google Drive records,
 - Newly uploaded paper documents from former manager Nelda,
 - Old meeting minutes and tally sheets.
 - Findings:
 - April 29, 2023 owner vote on bylaw updates was held;
 - Minutes and tally show vote passed 56 YES / 19 NO / 1 non-vote, exceeding quorum and majority requirements;
 - Witness (Karen Lowry) documented the count;
 - Attorney Sam Reid confirmed that even prior to finding all paperwork, the recent road assessment vote was legally solid; now with recovered records, the foundation is even stronger.
 - Board concluded there is no legal basis to challenge the new maintenance fee increase based on that prior vote.
- Communication to Owners:
 - Recommendation from owner: send formal email and letter to all owners now that:
 - The fee increase passed,
 - The resolution is recorded, and
 - A payment plan option exists.
 - This should be additionally highlighted in the newsletter and on Facebook, but official notice must go by :email/mail from the association.

IX. Adjourn to Executive session at 8:39 p.m.

a. Role and Responsibilities including Committee Liaison (primary and secondary) may choose but not assign one

b. Delinquent accounts

c. Review of Owner Receivables and Actions of The Board

X. Re-convene from Executive session and report general decisions, if any

XI. Open forum: No home owners were present.

XII. Adjourn at 10:03 p.m.