

**4800 Spring Meadow  
Midland, TX 79705**

**Thursday, September 25, 2025**

**Minutes of HOA Board Meeting**

The Meadowpark Homeowners Association Board Meeting was held in the clubhouse on September 25, 2025. Board Members Amy Innes, Monte Duncan, and Linda Whitaker were present. Ruth Robinson and Manuel Lujan were absent.

Amy Innes called the meeting to order at 6:33 pm.

Since there was not a quorum at tonight's meeting because two members could not attend, final approval of all motions made by the board will need to be approved via email.

A motion was made by Monte Duncan and seconded the Linda Whitaker that the Minutes of August 21, 2025, be approved.

**Financial Report:**

A portion of the funds (\$22,000.00) from the sale of the "A" Street property was transferred from the checking account to the savings account on September 15, 2025.

The drop box was updated with more storage on August 30. The cost of the update was \$127.79 per year.

The financial spread sheet shows that there is \$42,276.07 in the checking account, and \$76,901.26 in the savings account. There are \$15,356 in outstanding dues as of August 30. A motion was made by Linda Whitaker and seconded by Monte Duncan to accept the financial report.

There were no new letters sent out for outstanding dues. However, there are 19 homeowners who have not paid their third quarter dues (July-September). A reminder email was sent to the homeowners and, if they are delinquent again this quarter without paying the third quarter dues, they will receive a letter.

With Clarica moving to Fort Worth and the Boards desire that she remain as the Business Manager, she handed out a Description of how the Business Manager's duties will proceed remotely. Some of the items she suggested be done were:

1. monthly checks we receive from Conoco-Phillips for the HOA's mineral lease payments be direct deposited into our checking account rather than receiving them by mail. After a brief discussion, the board agreed with her suggestion and Amy signed a request for direct deposit of all future funds.
2. the following monthly bills be paid online rather than by check: (a) electric -NRG, (b) water – City of Midland, (c) Internet – Grande Communications, and (d) Pest Control – Boydston.
3. checks for the following bills will be printed and mailed to the recipients by a board member: (a) Business Manager – Claricia Lawrence, (b) Pool Security – PBCAR, LLC (Steven Kot), (c) GL Insurance – State Farm (every 6 months), and (d) Property Taxes – Midland Central Appraisal District.

4. Either once or twice a month a package will be mailed to the Business Manager of all correspondence, invoices, etc. for record keeping.

5. Regarding the monthly HOA meetings: The budget report, agenda and all other documents can be emailed to either Amy or Monte for printing and presentation to the board. She can also call into the meeting to give and discuss the financial report.

After discussion, the board agreed to her suggestions.

Clarica indicated that Steven Kot will deposit checks from HOA homeowners who pay their quarterly dues by check rather than a credit card through our HOA website and email and mail copies of the checks to Clarica, together with the deposit slip. We probably need to discuss whether this needs to be done by a board member.

There was discussion about setting up a mutual funds account and transferring the money in the savings account to the mutual fund account to earn better interest. Amy was going to ask our attorney if this was something we could do.

**Members:** Board Member Russ Hale has resigned because he is moving out of the neighborhood. After discussion about a replacement for Russ, it was decided that we would wait until the Annual Meeting in January.

**“A” Street Lot:** There has not been any word from the new homeowner who bought “A” street property about a timeline or plans for meeting with the architectural committee. Manuel is going to be contacted to set up an architectural meeting with the other members Amy Innes and Jane Petree to discuss getting with the new owner to discuss his plans for moving forward with starting the building of his home.

**Meadowpark Lot:** Amy is going to reach out to Susan Parlmer regarding renewing our contract with her and her advice on the price of the lot. Clarica is going to send a note to the realtor who had inquired about the lot to see if the realtor’s client is still interested. Susan emailed to say they are still talking to the interested party.

### **Grounds and Courts:**

The gate opening to the courts has been reversed for easier access to the court. Steven Kot is working on resurfacing and striping the tennis court. He has completed resurfacing and hopes to have it restriped by Tuesday, September 30. He will then begin on the basketball court. The total cost of each court will be approximately \$15,000 for a total of \$30,000. We have currently paid him \$9,000. He asked for \$3,500 for supplies which the board has given him.

Monte reported that the cost to repair the light on one of the light poles in the basketball area was \$350.00 which covered the repair of corroded wires rather than the original quote of over \$3,500 by another company for more extensive repair than were needed. He also reported that Devin has turned off the sprinklers around the courts that were causing water on the courts and the base of the lights.

There was discussion but no decision on what to do about the French drain that is stopped up in the 4805 cluster.

A resident suggested we put a bike trail along the east side of the property. The board decided there could be a danger of having a bike trail that close to the loop, The board will reach out to the City of Midland to explore putting bike lanes on the roads in the neighborhood.

Monte reported that the playground would be finished by National Night Out (October 7). He said he believes there needs to be another 10 yards of gravel put in the playground after the seesaw and merry-go-round are put in. The cost of the remaining gravel will be \$800. A motion was made by Monte and seconded by Linda to approve the additional \$800 expenditure for 10 yards of gravel.

#### **Pool and Clubhouse:**

Monte reported that the pool would be closed on October 7 after the National Night Out event and that the cover would be put on for the winter.

Linda said when Ruth moves, she would take care of clubhouse rentals until the end of the year.

**National Night Out:** Monte reported that the National Night Out will be on Tuesday evening, October 7, from 6-8. He has contacted the police department and fire department, and they will be at the clubhouse at 6:00. We will also have a food truck who will provide free hamburgers and hot dogs to adults and corn dogs to the children, along with ice cream and drinks. He has paid the food truck owner for 50 people. He handed out a sample invitation for the event that was approved. The invitation will be forwarded to all homeowners with their quarterly invoice on October 1, and Monte will put up the invitation on all mailboxes and the clubhouse. The RSVP deadline is October 6.

#### **Old Business:**

Amy said she would try and get the HOA vests embroidered by National Night Out.

Amy handed out a letter from the HOA attorney regarding, among other matters, the question of whether a service animal would be allowed at the pool. His understanding that if the animal is actually a service animal, they are allowed to go in any public place (which, the pool would be considered a public place) unless it poses a danger (threat of health or safety to people) and that it wears a 'service animal' vest.

There being no more business, a motion was made by Linda and seconded by Monte to adjourn the meeting. The meeting was adjourned at 8:19 pm.

The next HOA meeting will be on Thursday, October 23.

Motions and minutes were approved via email by Amy Innes, Monte Duncan, Ruth Robinson and Linda Whitaker.