

Board of Directors

Fort Clark Springs Association, Inc.

Regular Meeting

June 17, 2020



The Board of Directors of Fort Clark Springs Association Inc., met in regular session on Wednesday, June 17 2020, in the Boardroom, Fort Clark Springs, Kinney County, Texas. The meeting was called to order at 9:30 a.m. by President Sandee Hagen. The following directors constituted a quorum: President Sandee Hagen, Vice President Dustin Smith, Treasurer Bill Herman, Secretary Robert Mumme and Director ReAnna Hay. Also present was Executive Secretary, Julie Moreno. The meeting was limited to a few Members as we were still under the COVID-19 social distancing rule.

APPROVAL OF MINUTES from Regular Board Meeting on April 15, 2020 and May 20, 2020. April 15, 2020 Minutes - Motion to Approve - Secretary Robert Mumme; 2nd - Vice President Dustin Smith. 4 Approved; 1 Abstain - Bill Herman was not on the Board. May 20, 2020 Minutes - Motion to Approve - Bill Herman; 2nd - ReAnna Hay. 4 Approved; 1 Abstain - Dustin Smith was absent.

SECRETARY'S REPORT: None

TREASURER'S REPORT: Treasurer Bill Herman read the financials for FCSA and Las Moras. Bank Balances as of June 12, 2020, Texas Community Bank Checking - \$37,339.84, Credit Card - \$20,699.51; and Money Market - \$8,593.46. Las Moras Account - Bank & Trust - \$86.01; Restricted Fund - \$352,124.78; General - \$64,527.59; Historical - \$18,225.53; and Tax Account - \$35,396.58. Net income before bad debt and depreciation - Net Income before May -\$11,103.51; Depreciation - \$11,730.75; Bad Debt - \$22,596.00; Net Income - \$23,223.24. May Profit & Loss - Income all categories - \$168,592.70; Expenses - \$179,696.21; Net Income - -\$11,103.51. Profit & Loss - October through May - \$1,465,200.36; Loss -\$1,642,190.13; Total Loss -\$176,989.77. Restricted Fund May - Income \$5,273.00; Expenses - \$1,997.91; Net Income - \$3,275.09; Restricted Fund October through May - Income \$42,614.40; Expenses - \$13,985.36; Net Income - \$28,629.03. Per President Sandee Hagen, the Utility Tax was paid from the Restricted Fund. Profit and Loss Las Moras for May - Income \$1,003.22; Expenses - \$934.24; Net Income - \$68.98. Las Moras October through May - Income \$14,755.65; Expenses \$24,753.31; Net Loss -\$9,982.56. Director ReAnna Hay suggested a breakdown of the Restricted Fund. Treasurer Bill Herman replied we are working on it. Secretary Robert Mumme suggested that Randy teach Cyndi how to do the breakdown and have someone on site know how to do it. Motion to approve - Treasurer Bill Herman; 2nd - Vice President Dustin Smith. Approved Unanimously.

PRESIDENT'S REPORT: Kinney County reported its first COVID-19 case. We hope that person recovers fully. We are encouraging everyone to practice social distancing and wear masks. There is an agenda item listed to talk about the Annual Meeting. We are looking at indoor and outdoor options and plan to follow CDC Guidelines. The first edition of the Bugle Newsletter is out and we apologize for any miscommunication between the July 4th Committee, Staff and Directors. The Bugle is being done by our own staff using stock printer paper without paying an outsider printer. We welcome articles of interest to our Membership. Please send suggestions to fcsa@fortclark.com. Pool will be open normal hours with normal fees for July 4th assuming we have water. The pool will not be cleaned tomorrow as the spring is not putting out enough water to drain and refill the pool. We are monitoring it closely. Motel business is slowly increasing. We hope our revenue will increase with more people visiting. We are actively looking for a new Executive Officer/General Manager. Human Resources is working with a national employment search company and local organizations to look for candidates for the job. She is also reviewing applicant applications that applied before Mr. Siddon was offered the position. Members are welcome to apply. Unfortunately, US Immigration took longer than we anticipated because of COVID-19. Mr. Siddon couldn't wait any longer. We were required to take email votes because of issues that couldn't wait until the next meeting. One of the email votes was for 5 computers and monitors. The proposal is from NetPro1 for \$599.00 per computer. The computers we have are old and/or not enough memory. We are getting 5 Dell Optiplex Ram 512 GB 1215, Windows 10, and 5 20" Monitors. Our order was placed with Kinney County's so we were able to get a discount. The total approved amount was \$4,319.18 for computers, monitors and tax. Shipping will be billed and is not known right now what that will be. Computers are on order. The golf course irrigation pump went out. It caught fire and burned, possibly by lightning. Without this pump, there is no water for the golf course and greens. FCSA is responsible for maintenance of the pump. Cost of the pump is \$3,975.00 plus installation is \$250.00 which equals

Board of Directors

Fort Clark Springs Association, Inc.

Regular Meeting

June 17, 2020

\$4,225.00. Maintenance plans to build a shed over the pump to protect it so it doesn't happen again. Philip Garcia has requested a portable air compressor for use at the landfill. His only dump truck was broken down. The compressor pumps air into the air brakes when the engine won't start, and it fills the tires when they are flat. This is an essential purchase. Cost for the cheapest air compressor is \$949.99 which was approved. July 4th Celebration. We were not a member of the celebration committee. The committee included local citizens, Chamber of Commerce, and Community Council Members. We were asked to provide the venues for the celebration including the Butcher Block for DJ Music - no dancing; the Riderless Horse Park for Fireworks, Service Club Restrooms and possibly Schaffer Hall Restrooms. The pool will remain open as long as the creek continues to flow. The Committee is raising funds to reimburse FCSA for housekeeping services to clean and sanitize the restrooms periodically during the festivities. This will be taken care of by vendor fees. We agreed to provide use of the venues as this will be FCSA's contribution to the community. The motel business is slowly picking up. Next month we will be reviewing the Department of Labor's Consumer Price Index to determine if an assessment increase is warranted. This is pursuant to the revised Declaration of Protective Restrictions. Who is running the show? There is no acting general manager at this time. Human Resources Julie Moreno is managing the Administrative Staff, Philip Garcia is managing Field Operations and Matt Bland is managing Security. The Directors are working together to put out fires and monitor expenses. Directors are not involved in personnel issues unless requested by the three managers. None of the Directors are being paid. This is a volunteer job. Director ReAnna Hay has been very helpful with her experience in Members Services. Secretary Robert Mumme is our media expert. Vice President Dustin Smith has been working with the Hunt and Security. Treasurer Bill Herman is working on the financials and making some changes. President Sandee Hagen is the coordinator of all the information that comes in. None of the Board Members are acting as the General Manager. Director ReAnna Hay said that Gaby in Member Services has taken over Collections and collected \$9400.00 last month and \$7500.00 this month. Gaby also had 14 transfers and 10 new memberships.

COMMITTEE REPORTS:

Airport Committee – No Report. Mr. Guzman had a question. Is the airport common property? Yes. No one can go wandering in there, but if you want to set up an event, that might be possible. This is a member's airport.

Architectural Committee – Joe Alackness, (Chairman): Architectural Committee is meeting every week. Property owners need a permit for any work done outside and a repair permit for any work that does not require a regular permit. Permit needs to be turned in by Wednesday for the following Tuesday's meeting. Last Saturday we had 20 volunteers for clean-up of Unit 3. Half of the volunteers were from that Unit. A lot of clean-up was done, brush cut and lawns mowed. We still have work to do. There are still two properties owned by the Fort that need to be cleaned up. The Architectural Committee is responsible for approving privately owned swimming pools. It's listed in the Building Permit. Joe Alackness had a talk with Randy, General Manager with MUD, and MUD does not have to approve a swimming pool - we do have to approve new connections, sewer and new plumbing. Director ReAnna Hay suggested that this would be something the Board would need to discuss further and find out what the rules are on having pools in the future.

Golf Committee – Sandee Hagen: The Golf Committee met June 4th. Grubkill will be applied to the t-boxes and greens. Application is necessary once per year. Cash Letsinger is to provide a cost to purchase the product and present it to the Committee to vote on. The Committee discussed one day tournaments and not allowing play on the course until the tournament is over. Applications for scholarships were reviewed and voted on by the Committee. 2 - \$1,000.00 scholarships will be awarded. Recipients will be announced at a later date. The Cajun Shrimp Boil will be July 28th, There will be a 4th of July Tournament. The Church Alliance and the Halloween Tournament will be combined on October 31st. The Committee also voted to sponsor Rocksprings Tournament - June 5-7.

Preservation Committee: Preservation Committee met on June 10th. They are still waiting for approval for the painters to come back to work on the Commissary. The Committee is making new plans for additional projects while waiting for the painters.

Recycle Committee – Helena McBride: Please don't throw stuff over the fence. Recycling is open Thursday 4-6 p.m. and Saturday 8:30 a.m. to 12:00 p.m. Please wear masks.

Board of Directors

Fort Clark Springs Association, Inc.

Regular Meeting

June 17, 2020

Las Moras Restoration Project - Helena McBride: Committee met once in May. The Committee is headed up by Attorney Chris Hale from Austin. The goal is to act on the infrastructure of the swimming pool and try to repair it. The Board will not pay for this. The Committee is going after grant money from various foundations. The Committee is trying to make the project a little larger. They are going to use historical and educational marketing. To do this, we will seek guidance from Texas Parks & Wildlife, Nueces River Authority, Texas Historical Commission, Southwest Research Institute, and engineers who worked on Balmorhea Pool. Russell Nowell is also involved in this project. This is a long term project.

COMMUNITY COUNCIL REPORT – Kathi Warm: Unit 3 cleanup on June 6 had over 20 volunteers. A form will be available on Community Council's Facebook page requesting help from homeowners to help other homeowners with cleanup, etc. who cannot physically or afford to do it on their own. Beginning August 3rd, Community Council will sponsor a project on the first Saturday of each month from 8 to 11 a.m. Projects will focus on common areas and greater impact areas. Projects include cleaning up the courtyard at the hotel and administration office, and working on the pool bathrooms. We are going to work with Unit 1 on August 3rd. The Community Council will help with the 4th of July festivities. Looking for volunteers to help set up and clean up. Mr. Bitters will be the ghostly chair. Looking for volunteers for decorating, tour guides, drivers, check-ins for volunteers. We are looking for a volunteer or two to head up the monthly clean up projects. The monthly movie will return on July 11th. It is an outdoor movie which will start around sunset. We are also looking for an individual or two to head up the monthly movie committee and we already have two volunteers to serve on this committee. Allison Watkinson will continue the movies through September and is happy to train people on what needs to be done. Fort Clark Days Committee meeting will meet Thursday, 6 PM, in the Adult Center. We are looking for volunteers of all ages. Committee Chairs are in place for 2021. We need folks to join committees for things they are passionate about. It took 80 volunteers this year to have a successful Fort Clark Days. Concerns: Need lighting at the empty saddle, the marquee, and flags. Concerns were received about the appearance of the Butterfly Hotel at the entry of the Fort. Members were advised that this is an Architectural Committee issue. Can the Garden Club discuss? Concerns about the Architectural Committee not treating all members the same on picking and choosing who got letters and fines. Concerns about properly getting a General Manager candidate and complete background check including a financial check. Concerns of people improperly entering the pool area from Rendezvous Park, making it difficult to have actual numbers of people entering the pool without paying. On one occasion there were no attendants to take money and give out wristbands. Additionally, individuals have been smoking at the pool. The pool, at times, has too many people to practice social distancing. Members are choosing to go home because of crowding and visitors coming from surrounding areas. Some solutions to consider: limit pool access to Kinney County Residents and their guests only; set a limit of non-members at the pool; consider reduced limited membership attendance. Publish these rules somewhere so the community can be aware. Set public pool hours, allowing membership entry only at certain times or certain dates. It was suggested that the 4th of July be limited to members, members/guests and Kinney County Residents. The Community Council will resume meetings in September.

OLD/UNFINISHED BUSINESS:

Action Item 1: Summer Pool Hours, Fees, Rules. There has been a lot of confusion with social media and the membership on this. Secretary Robert Mumme recommends we keep the current fee schedule. He would like to see an attendant at the pool on Monday and Tuesday. Director ReAnna Hay passed out a proposal. Pool access is included in the RV Park and Motel fees. Members - Free; Grandchildren of Members under 18 - \$1.00; Member-Guests - \$2.00; Kinney County Residents - \$3.00; All Others - \$5.00. Graduating Senior Passes are Free and can be used by someone else if that Senior is a Member of Fort Clark. Vice President Dustin Smith likes the proposal except for the tent camping. The Tent Campers are already paying fees so they should be included in pool access. Secretary Robert Mumme agrees. Since there is so much confusion, he would be hesitant on restructuring this. President Sandee Hagen suggests changes in the Rules & Regulations later, but, for now, work on the pool fee schedule. She also reminded parents of social distancing and that it is their job to encourage this with their children. She also agrees that tent camping should be included in the pool access through the fees that they pay to camp. The pool should be open to everyone - not limited to members and member's guests. Vice President Dustin Smith made a motion to adopt this proposal with RV Park, Motel and Tent Campers to be able to use the pool with fees already paid. Keep pool open Friday through Tuesday with the new fees. Treasurer Bill Herman 2nd. 4 Voted for the proposal. Secretary Robert Mumme voted against.

Board of Directors

Fort Clark Springs Association, Inc.

Regular Meeting

June 17, 2020

Discussion: Pitney Bowes Negotiation. The original bill was \$9,022.00. Pitney Bowes lowered the amount to \$4,933.15. We negotiated further with the collection agency and brought it down to \$3,823.12 in full settlement. We have to pay this by June 26, 2020.

NEW BUSINESS/ACTION ITEMS:

Action Item 1 - Autopay System for Silver Eagle Beer Purchasing. The Accounting Department is requesting a weekly transfer of \$500.00 to the Las Moras Account to pay for the weekly beer delivery. Silver Eagle is requiring autopay which will be mandatory as of the end of June. This account will be monitored and adjusted accordingly. Looking to move the Harbortouch POS system to the ProShop so beer and wine revenue will be put directly into the Las Moras account. Vice President Dustin Smith asked about any overage. The funds will be monitored and could be used for tournaments when wine and beer sales are greater. Director ReAnna Hay asked if there is something different going on and why the funds are not going straight into Las Moras? Vice President Dustin Smith made the motion to approve. Treasurer William Herman seconded. Passed Unanimously.

Action Item 2 - Water Aerobics Class at the Pool by Kate Burkhart. Kate Burkhart has asked the Board to approve water aerobics classes for all ages at the pool. She is certified in Water Aerobics and has submitted her certification. She also has an insurance policy through Nationwide. There is a \$2.00 fee per class to help with the liability insurance, continued education and her certification. Members would need to purchase their own equipment. Secretary Robert Mumme made a motion to approve. Director ReAnna Hay seconded. Passed Unanimously.

Action Item 3 - Approve New ARC Members - Lisa Vale and Tim Randall. Board approved new members. Secretary Robert Mumme made a motion to approve. Vice Present Dustin Smith seconded. Passed Unanimously.

Action Item 4 - Approve New Annual Meeting Date - Saturday, August 29, 2020. The March Annual Meeting was postponed due to COVID-19. We have to have a meeting this year and it cannot be cancelled. We are allowing time to find a venue and time to send a notification. We are suggesting Saturday, August 29, 2020. It would be the same type of meeting. We would ask our auditor to come down and explain the audit. We are trying to locate an outdoor location. We would be practicing social distancing. We would also announce the volunteer and employees of the year and the state of the Association. We are approving the date only today. Secretary Robert Mumme made a motion to approve. Treasurer Bill Herman seconded. Passed Unanimously.

Action Item 5 - Unit 1 Repairs. Secretary Robert Mumme did a walk-through of Unit 1 with Ms. Martinez. Numerous emails have been sent and promises that the Board would get to those issues. It has gone through 2 or more board cycles. There are problems in the common properties as well as the county easement at the creek. This needs to be addressed because of liability and the state of the common property. Ms. Martinez did a presentation for the Board on what the issues are in Unit 1. Packets have been sent to the Board with pictures showing what the problems are. Unit 1 became a Neighborhood Association in 2018. The association did a walk-thru with the Executive Officer and Maintenance. They issued work orders and nothing was done. The community took it upon themselves to start working on their own areas. They also started cleaning up green areas. Rio Grande Electric came out and did a walk-thru and started to repair the meters that were theirs. Previous Board President told them to stop. A new member has had their house broken into 4 times because of no proper lighting. Someone fell because of a tree root. Someone tripped over conduit because it is not buried properly. Unit 1 has retired electricians, so they have committed to doing the ground electricals at their cost. They need help with the street lights and request one person to work with the electric company to inventory the problems. Another problem in the unit is garbage disposal. Some members live along the creek and do not have garbage pickup. Unit 1 suggests metal cages with garbage cans. The garbage truck is too large to go into some of the areas. Unit 1 has 79 maintenance fees and that is over \$3000.00 a month. We would like to bring this Unit back to what it once was. We would like our numbering plan redone so we do not have EMS issues. We asked the last board for direction signs because EMS did not know where to go. Ms. Martinez keeps a map that can show EMS where to go. We don't have enough parking lots. Secretary Robert Mumme went through Unit 1 and it is very dark there. This is something that needs to be addressed. Three silver poles going into Unit 1 need to be fixed. A letter needs to be sent to the electric companies to get their pole lamps fixed. The lights on self-standing walls need repair. The Association requests a copy of the electrician's license form Unit 1. They will rebuild the circuits and lighting fixtures on the common property walls as volunteers. Treasurer Bill Herman volunteered to be the liaison. Electricians and

Board of Directors

Fort Clark Springs Association, Inc.

Regular Meeting

June 17, 2020

volunteers will need to sign a liability waiver. Community Council picked Unit 1 as their clean-up project for August. Vice President Dustin Smith made the motion to approve. Secretary Robert Mumme seconded. Passed Unanimously.

Action Item 6 - Birding on the Border 2021. Approve dates for Birding 2021. Texas A&M Extension Service is putting on Birding on the Border. They would like to tour on April 30, 2021 and May 2, 2021. They will do a bird count, teach, research and make recommendations. The tours will start in the morning. Secretary Robert Mumme made the motion to approve. Director ReAnna Hay seconded. Passed Unanimously.

Action Item 7 - Change of Day for Board Meetings. We have had several requests from Members to change the Board Meetings to Saturday. Secretary Robert Mumme would prefer Saturday meetings. Director ReAnna Hay would like meetings to remain during the week. Vice President Dustin Smith agreed. President Sandee Hagen is neutral. Treasurer Bill Herman agreed. Treasurer Bill Herman suggested tabling this item for a couple of months until we get a General Manager in place. Secretary Robert Mumme moved to change meetings to Saturdays. There was no second - Motion Failed. Treasurer Bill Herman moved to table this until we get a General Manager in place. There was no second - Motion Failed. The Board Meetings will remain on the 3rd Wednesday of each month for now.

Action Item 8 - Approve Capture, Tranquilizing Drugs for Hunting Purposes. Director ReAnna Hay asked for a breakdown of the trapping expenses - what has come in and what expenses we have. The Fort has a serious overpopulation of deer. The drug used to tranquilize the deer for transport is a controlled drug, prescribed by a veterinarian and prescribed to the landowner of the deer, which is the Association. We will contact the local veterinarian. The Association will purchase the tranquilizing drugs and store them. We will also keep a log of their use. Vice President Dustin Smith proposed authorizing \$750.00 for the tranquilizers. The trapper will reimburse the Association for the cost of the drugs and the cost of the veterinarian visit. Trapping made \$6,325.00 in April, 2020. The trapping has not cost the Association anything. Vice President Dustin Smith moved to authorize \$750.00 for tranquilizers (2 kits), by prescription from the veterinarian. Secretary Robert Mumme seconded. Passed Unanimously.

ANNOUNCEMENTS: No announcements from Board or Members.

ADJOURN to Executive Session: Member Issues

12:51 p.m.

RECONVENE TO REGULAR OPEN SESSION: Report Executive Sessions Decision 2:10 p.m.

There will be a Workshop with the Architectural Committee and the Board of Directors on 7/25/2020. It will be open to Members.

NEXT REGULAR BOARD MEETING: Wednesday July 15, 2020, Fort Clark Boardroom, 9:30 a.m. Seating will remain the same unless notified that there are changes with the COVID-19.

ADJOURNMENT:

2:12 p.m.

ROBERT MUMME - Secretary