

Board of Directors

Fort Clark Springs Association, Inc.

Regular Meeting

May 15, 2021



The Board of Directors of Fort Clark Springs Association Inc., met in a regular session on Saturday, May 15, 2021, in the Boardroom, Fort Clark Springs, Kinney County, Texas. The meeting was called to order at 9:00 a.m. by President Travis Huey. The following directors constituted a quorum: President Travis Huey, Vice President Linda O'Brien, Treasurer Bill Herman, Secretary Robert Mumme and Director Memo Guzman. Also present was Executive Officer/General Manager, Alan Peterson and Executive Secretary, Julie Moreno.

APPROVAL OF MINUTES from Regular Board Meeting on April 21, 2021. **Motion to Approve Minutes by Vice President Linda O'Brien; 2nd Secretary Robert Mumme. Motion Approved Unanimously.**

SECRETARY'S REPORT: Secretary Robert Mumme reported no correspondence was received this month.

TREASURER'S REPORT: Treasurer Bill Herman reported the Motel Revenue for April 2021 - 16,664.43. Total motel guests were 247. Member Services Board Report includes Lot Sales, Transfer Fees and ReSale Certificate Fees of \$1,825.00 for the month of April 2021. Collections Board Report for April 2021 is a total of \$23,679.00. Breakdown of Restricted Fund for April 2021 - Restricted Fund Balance \$381,772.67, Letter of Credit Guarantee \$152,000.00, Amount Owed to Preservation Fund \$11,089.43, available to Fort Clark Springs Association \$218,683.24. Fort Clark Springs Net Income Before Estimated Bad Debts and Depreciation for April 2021 - Net Income Loss -\$36,303.46, Depreciation \$11,876.12, Bad Debt Expense \$22,570.50, Net Income Before Estimated Bad Debts & Depreciation -\$1,856.84. The April 2021 Profit & Loss for Fort Clark Springs - Gross Profit \$166,959.46, Expenses \$203,472.20, Net Income Loss -\$36,512.74. The October 2020 through April 2021 Profit & Loss for Fort Clark Springs - Gross Profit \$1,355,398.51, Expenses \$1,515,610.13, Net Income/Loss -\$160,211.62. The April 2021 Profit & Loss for Las Moras Corporation - Gross Profit \$869.75, Expenses \$788.39, Net Income \$81.36. The October 2020 through April 2021 Profit & Loss for Las Moras Corporation - Gross Profit \$7,603.50, Expenses \$7,318.84, Net Income \$284.66. Fort Clark Springs Restricted Fund Profit & Loss for April 2021 - Gross Profit \$5,138.00, Expenses \$1,956.19, Total Net Income \$3,181.81. Fort Clark Springs Restricted Fund Profit & Loss for October, 2020 through April 2021 - Gross Profit \$36,206.80, Expenses \$15,649.49, Net Income \$20,557.33. Bank balances for Texas Community Bank for May 14, 2021 - Checking \$38,595.94, Credit Card \$144,825.07, and Money Market \$9,294.26. Bank balances for Bank & Trust for May 14, 2021 - Las Moras \$396.77, Restricted \$382,584.07, General \$219,632.17, and Historical \$1,641.90, Total \$796,970.18.

EXECUTIVE OFFICER/GENERAL MANAGER REPORT: EO/GM Alan Peterson reported it has been a busy month. The new front office system and the HOA system will be installed. The data from the Black system (membership information) has to be transferred into a spreadsheet and then into Quickbooks and Concierge Plus. We have approximately 1800 members who are lot owners and over 800 residential memberships. This information has never been in a database. Over the last three weeks several members have been transferring the information into a spreadsheet that can be used to migrate the information into other programs. This information will also help establish 911 addresses. Concierge Plus will allow for better communication with the membership beyond Dispatch. Mr. Peterson informed the Board that he did select the second choice HOA system because the first choice required additional hardware that was not revealed until after the selection was made. This system will allow for online reservations for the hotel, rv park, and campground. This should take about two weeks to become active. GolfNow for the golf course should be online by the middle of July for reservations. Golf mower has been purchased but it is on backorder. Collections have increased. The office staff has been doing a good job of staying in touch with lawyers and keeping collections moving, as well as making arrangements with members to clear up delinquencies. With

Board of Directors

Fort Clark Springs Association, Inc.

Regular Meeting

May 15, 2021

all the rain, the maintenance department has been working on mowing. They have also been rehabbing the Duck Inn and hope to have it operational by Memorial Day Weekend. Rooms for remodeling are on schedule with MK Builders. Security department has received CPR training. New speed signs have been installed in different locations. New communication methods for the Security department need to be addressed later in the meeting with the influx of undocumented migrants in the area. Dickman Hall will reopen on May 27, 2021. Recreation staff is in place with CPR training and is learning their job on the weekend for right now. They have faced several incidents where members are upset with them for doing their job. Please understand that the rules have been in place, but the new staff has been instructed to enforce the rules. The Garden Club would like to assist with a tree committee to start replacing trees that are growing old and falling. Members have approached that they would like to revive the Recreation Committee. President Huey informed Mr. Peterson that he could have the Tree Committee / Garden Club report directly to him.

COMMITTEE REPORTS:

Airport Committee - by Vice President Linda O'Brien: The Airport Committee report dated May 10, 2021. Five guest pilots landed at the Fort over the last month. Four were day trips visiting Fort members. The fifth visited a member for a week and that resulted in \$75.00 which was turned into the Office as Airport Income. Airport perimeter fencing was repaired where deer have loosened it.

Architectural Committee - by Lisa Vale: We are currently working on updating the Permit application to include a plat or survey information to be required. It is too difficult to tell if they are in the setbacks or on their own property. Trying to simplify the application as well. A member is stepping down from ARC, so we are looking for a volunteer who is not from Unit 1 or Unit 27. We are trying to find representation from various units. Lisa requests a Dispatch be sent out stating that the Architectural Committee is looking for new members.

Golf Committee – by Secretary Robert Mumme: The Golf Committee is working behind the scenes when there are not any tournaments. Committee is working to update the tournament schedule for June through December. If you know that you are going to book a tournament, we urge you to do so as soon as possible. The Committee bought sand for the greens. They are committed to help keep the course looking its best and help purchase needed materials when possible. Scholarship deadline has passed, so once the Committee receives them, applications will be read and the scholarship winners selected. Next tournament will be June 19, 2021 for the Border Patrol. Please keep praying for rain.

Preservation Committee - by Ana Huey: Currently working on the street level wall in front of Seminole Hall. The cinder blocks have been put in place and the rock in front is about to be installed. With the addition of weep holes, the wall should last another 100 years. Doors on the front of Dickman Hall are still trying to be fixed, rather than replaced. Looking at future projects including Powder Magazine. Service Club, and the Adult Center (hospital). We will not be meeting again until September unless it is by email to approve a bid if one is submitted.

Recycle Committee - by Helena McBride: Cardboard should be leaving maintenance in the next couple of weeks. Need forty-four to send to the center and currently there are forty. Recycling will be closed on Saturday, May 29, 2021 for Memorial Day holiday.

Las Moras Restoration Project - by Helena McBride for Chris Hale: In the last month, several projects have been undertaken to help identify the structural problems of the pool. Research has been gathered based on information found in the JQ Engineering report. This required cutting into the sidewalk around the pool

Board of Directors

Fort Clark Springs Association, Inc.

Regular Meeting

May 15, 2021

near the spring pond. The research shows the gutter drain systems are in need of repair. They flow down each side of the pool toward the creek. Working with maintenance and Fort Clark MUD, both drains have been cleared of blockages on both sides. This has set the stage for major concrete repair work near the pump on the side of the pool closest to Highway 90. A majority of the work will be completed by outside contractors at no expense to the membership of Fort Clark Springs. Work should be completed the week before Memorial Day Weekend, barring any unforeseen issues. There are further repairs needed, some with significant costs. The retaining wall below the pool where the banana trees were removed needs to be repaired, as well as some drainage issues that recent rain has brought to light. The Committee will look into these issues and funding the repairs, but the gaping hole around the pump was the largest issue of concern to date. The Las Moras Spring historical marker has been repaired and the State Historical Commission has approved its new location. An unveiling will take place on Saturday, May 29, 2021 at 10:00 AM. A full update of the Committee's progress will be given at that time.

By-Laws Committee - by President Travis Huey: By-Laws Committee is being reassembled and the scope is expanding to include some work around the rules. More information should be available at the next meeting.

COMMUNITY COUNCIL REPORT: Kathi Warm reported Community Council will be showing two movies in the amphitheater over Memorial Day Weekend. The first movie on Saturday, May 29, 2021, will be Arrowhead. At 8:00 PM, HN Bitter will give a history of the filming of the movie. The movie will begin following the presentation. On Sunday, May 30, 2021, the movie will be the Miracle of the White Stallion starting around 8:00 PM or when it is dark enough. Postcards have been mailed to schools in the surrounding area advertising that we will be holding Fort Clark Days 2022. Sponsorship letters to businesses and organizations will be going out soon. Currently, the balance in the Fort Clark Days account is approximately \$8,000.00. The goal is to make an additional \$8,000.00 during the next Fort Clark Days, for a total of \$16,000.00. There will be arts and crafts booths, beer booths, live music and a dance, concessions and more. A member concern about drainage was brought to the Board. He was instructed to speak with GM Alan Peterson. This Saturday, June 12, 2021, will be the last meeting for the summer of the Community Council. Next meeting will be in September.

OLD/UNFINISHED BUSINESS:

Old Business Action Item I: Pool Prices of Summer 2021. Secretary Robert Mumme submitted a pool proposal. Director Memo Guzman was concerned that hotel guests would still need to pay for guests to use the pool. Secretary Robert Mumme explained the rationale for his proposal. After discussion amongst the board, the members had their comment period. Member Cathy Warm supported the \$7 fee. Member Jim Race raised concerns about members subsidizing the golf course and now being asked to pay for his grandchildren. Another member argued that the assessments are low and that if we lived in another area of the state, we would pay more to entertain our grandchildren. Member Race spoke again about the golf course needing to be made profitable. Member Lisa Vale supported the discount for grandchildren. Suggested that we should lower the grandchild age to 13 from 18. Also, she supported the \$7 charge for tourists. Chris Race asked about the systems that are in place to run the pool. Executive Officer/General Manager Alan Peterson addressed how the pool would operate for the season. Claudia Longoria spoke on past pool operations and several unrelated topics stemming from an estate / membership issue. **Secretary Robert Mumme made a motion to accept the original pool proposal as presented by Mr. Peterson with the change to allow for the pool passes outlined in Secretary Robert Mumme's proposal and that this policy be reviewed by the HOA attorney. Seconded by Vice President Linda O'Brien. Motion passed with four directors for the motion and one director opposed.**

Board of Directors

Fort Clark Springs Association, Inc.

Regular Meeting

May 15, 2021

Old Business Action Item 2: Rules and Regulations Change - Dogs Barking. President Travis Huey apologized for not getting this item to the Rules and Regulation committee and that the issue would wait for a future date. The item remained tabled.

Old Business Action Item 3: New Lease for Wastewater Treatment Area. Vice President Linda O'Brien said the regular MUD meeting will be held on Wednesday, May 19, 2021 at 9:30 AM. Members of the FCSA Board may attend that meeting for further information. Executive Officer/General Manager Alan Peterson will also attend. The item remained tabled until a future time and date.

EMAIL VOTES:

1. An email vote was taken to change the time for the meeting of Saturday, May 15, 2021 from 9:30 AM to 9:00 AM. **Motion passed unanimously.**

NEW BUSINESS/ACTION ITEMS:

Action Item 1: Collection Policy. Executive Officer/General Manager Alan Peterson explained the policy. The lawyers said as long as we proceed in this manner, the fees are passed down to subsequent owners. Standard Operating Procedures were established at the attorney's suggestion and the legal council drew up the procedures. Secretary Robert Mumme made the motion to accept the policy and Standard Operating Procedures as outlined by our legal representation. **Secretary Robert Mumme Motioned to approve the Collection Policy; Director Memo Guzman seconded the motion. Motion passed unanimously.**

Action Item 2: Foreclosure. Non-judicial foreclosure is where the lender does not need to go to court to receive the property back, whereas, a judicial foreclosure means court is a necessary event. Contracted out with an attorney to transfer the lots back into our name without collecting past fees. Lots already have a buyer. Vice President Linda O'Brien moved to proceed with the non-judicial foreclosure. **Vice President Linda O'Brien Motioned to approve the Foreclosure; Director Memo Guzman seconded the issue. The motion passed unanimously.**

Action Item 3: Two-way radios. Executive Officer/General Manager Alan Peterson informed the Board that this is more of a safety issue due to increased interaction by security personnel with undocumented migrants. These radios will work with the Kinney County repeater tower. This item needed to be tabled due to inability to get a bid by the meeting date. Approximate cost is about five to six thousand dollars.. **Motion was made by Secretary Robert Mumme to table the motion; motion was seconded by Director Memo Guzman. Motion passed unanimously.**

Action Item 4: Air Conditioning System for the Administration Building. This air conditioning unit will service the Maintenance, Recreation, and Security Offices. The unit is a do-it-yourself unit from Home Depot. Executive Officer/General Manager Alan Peterson has used this type of unit at another resort. This would be a test case, since we have numerous buildings that need this type of system. Cost of this system is approximately \$2,500.00. **Motion was made to proceed with the purchase and install by Treasurer Bill Herman; seconded by Director Memo Guzman. The motion passed unanimously.**

Board of Directors

Fort Clark Springs Association, Inc.

Regular Meeting

May 15, 2021

ANNOUNCEMENTS: No announcements were read. Member Jim Race had a closing comment that the improvements on the Fort since Executive Officer/General Manager Alan Peterson was hired are outstanding and we are moving in the right direction.

ADJOURN to Executive Session: General Discussion 10:38 PM

RECONVENE REGULAR OPEN SESSION: 1:30 PM

NEXT REGULAR BOARD MEETING: No action was taken during the Executive Session. Next meeting will be Saturday, June 19, 2021, Fort Clark Boardroom, 9:00 AM. Seating will remain the same unless notified that there are changes with the COVID-19.

ADJOURNMENT: Meeting was adjourned at 12:00 PM.

Board of Director