

Board of Directors

Fort Clark Springs Association, Inc.

Regular Meeting

Saturday, May 20, 2023



The Board of Directors of Fort Clark Springs Association Inc., met in a regular session on Saturday, May 20, 2023, in the Boardroom, Fort Clark Springs, Kinney County, Texas. The meeting was called to order at 9:00 a.m. by President Lisa Vale. The following directors constituted a quorum: President Lisa Vale, Vice President Memo Guzman, Secretary Chris Race, Treasurer Linda O'Brien, and Director John Wylie. Also present were Executive Director/General Manager Alan Peterson and Executive Secretary Julie Moreno.

APPROVAL OF MINUTES from Regular Board Meeting on April 15, 2023. **Motion to approve was made by Director John Wylie. Second Vice President Memo Guzman. Motion passed unanimously.**

SECRETARY'S REPORT: We received no correspondence this month.

TREASURER'S REPORT: Treasurer Linda O'Brien reported the revenue for the Barracks Inn for April, 2023 was \$34,497, last year it was \$49,515. The RV Park revenue is \$25,927 for April, 2023. April, 2022 was \$14,415. 6 more lots have sold this month. Service Club income for April, 2023 is \$2,400; April, 2022 income is \$1,844. Bank Balances have a total of \$518,079.99. The Preservation Account is showing \$36,800. Director Comments.

EXECUTIVE OFFICER/GENERAL MANAGER REPORT: Executive Officer/General Manager Alan Peterson reported that he attended the Community Association Conference in Dallas this past week. The conference went into the Financial Relief Program, which Jason Long brought to our attention a couple months ago. Treasurer Linda O'Brien will be working on volunteering with Members that want help to catch up on their assessments. Other classes were about insurance and risk management. Stephen Krumm, Golf Course Manager, has resigned. The Solar Eclipse Committee has also resigned. We have made \$80,000 plus so far this year in lot sales. The Maintenance Department has been working and repairing potholes throughout the Fort. We are protesting approximately 200 individual tax appraisals. Common areas went up approximately 48% and individual lots went up approximately 98%. The accounting firm will have both audits done by September. The Master Gardner and the Master Naturalist Programs will be planned for late summer or early fall. We are also starting CC&R violations including Fort violations. Director Comments.

COMMITTEE REPORTS:

Airport Committee - No report was given this month.

Architectural Committee - by Frances Bitter: Since your last meeting, we have approved ten permits, tabled three applications while waiting for more information, approved an extension for a new build and approved an extension for correcting a violation. We have sent out 30 violation letters targeting Units 1, 3, 7 and 22. We have sent out two second notice violation letters and will be sending three more next week along with more first violation letters. We have updated the permit application form, the blue repair application form, the violation report form, and the Architecture Committee Member Application form and approved them all. We are in the process of converting our forms to Spanish for those members who need them in Spanish. We have created a tip sheet to make members aware of the steps that need to be taken before doing any work on the outside of their homes and what to do for-like repairs. Those tips have been handed out today to put on your refrigerator, it will be available on the Fort website, and copies are available in the front office. I want to say a special thank you to all our committee members for their hard work, but especially to

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JoAnn Gordon and Mallory Ratliff for the hours of work they have put in on the tip sheet and the forms. We are in the process of updating our Standard Operating Procedures. The CC&R's have been converted to word documents so we can start working on updating and revising them. This will be a process involving the Board of Directors and each unit's property owners. We held three readings of our new Fines Schedule and adopted it. It has been filed with the County Clerk's Office. We have moved our meetings to 5:00 p.m. on Tuesdays to facilitate association members attendance. It has been agreed that complaint forms concerning our purview will come directly to the committee for action. Please keep in mind that this is a volunteer committee, probably the hardest working committee on the Fort. We meet every Tuesday and put in hours of work during the week preparing for the meetings. We investigate permit requests, violations, CC&R complaints and assist people in getting their permit applications approved. Please do not be offended if you receive a violation letter. We are all interested in keeping our properties looking nice and keeping our property values up. I'm sorry that as volunteers we don't have time to visit with every property owner about what needs to be done to their property. Our procedure is to send a violation letter so you are made aware you need to come into compliance with the CC&R's for your unit. We are required by the CC&R's to send a letter in the regular mail and by registered mail. Please help us put the best face we can on the Fort.

Golf Committee - by Chris Race for Katie Brown: The Cajun Bash Golf Tournament on May 6 was a total success with a net profit of \$8,260.00. The tournament was for the sole benefit of the golf course. We have recently spent a total of \$3,759.63 for the golf course; \$500 for a part for the aerator; \$1,799.63 for a used aerator, the same model as the one we currently have so that we can use the parts to keep at least one of them functioning; and \$1,500 for delivery of the aerator. The Border Bash Golf Tournament is May 20th. This is put on by the Border Patrol. The Golf Committee will assist with player registration.

Preservation Committee - by H.N. Bitter: The Preservation Committee met on May 10, 2023. I updated the committee on my mistake of ordering the wrong light bulbs for the Post Theater Marquee. These bulbs were non-dimmable and the marquee bulbs must be dimmable because of the newer LED type available today. As of last week, I received the correct dimmable bulbs. They will soon start remodeling and installing the wiring, sockets and bulbs in the lighting facade panels that go into the marquee. Welders will have to fabricate a support structure for the lighting panels. On a separate note, we have a new pair of double doors on the west side of the theater and all painting and repair work has been completed on the east, south and west sides.

Recycle Committee - by Helena McBride: This week we shipped 48 boxes and seven bales of plastic. It's \$198 per ton. Our baler will be here in the next two weeks. In preparation for the baler to arrive, we had an electrician come out. Rio Grande came and put in the meter. Recycle will have \$1,000 left after paying for the baler and should go towards whatever storage building is decided. We received a bid from a person in Uvalde that could make an affordable building 30x30x15 for \$26,000. We received another bid for a new storage container for \$6,800 and \$400 for delivery vs a used storage container for \$4,500. Director Comments.

Las Moras Restoration Project - by Chris Hale: Work is nearing completion on the rebuild of the bathrooms. The repair of the planter boxes was interrupted to give priority to the bathrooms project, but we hope to finish that work soon. A detailed budget accounting for each project will be provided upon completion, similar to what was furnished for the sidewalk project. After completion of these two projects, important tasks to be done include repair of picnic tables, barbeque pits, pool ladders, and the pump apparatus. We also intend to make recommendations to the Board for dealing with runoff from the street and parking area. One additional thing, the Restoration Committee made an interesting discovery when Maintenance pumped the sump completely empty for repair of the foot valve recently. Normally when the

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pool is emptied for cleaning water isn't pumped out of the subfloor area. What we noticed, there are two 2" pipes that continued flowing water into this recessed space. This explains why the pool floor always promptly refills, even when there's no flow into the pool from the spring. After consulting with an engineer, we determined that this design of the pool is undoubtedly to prevent sediment build-up in the sump pump recessed area. We're currently trying to figure out the inlet sources of water to these two pipes. Director Comments.

Recreation Committee: The Recreation Committee did not meet last month. We had hoped to plan activities at the Swim Park but the current condition is not affording this opportunity. We hope to meet this month and come up with some more innovative ideas.

Solar Eclipse Committee: The Solar Eclipse Committee has resigned. No report was given.

COMMUNITY COUNCIL REPORT: Community Council did not meet this month. No report was given. Christina Bitter reported on Fort Clark Days. The Fort Clark Days Committee met with AEP to accept the sponsorship check of \$1,500. This was for our last Fort Clark Days. AEP has committed to sponsor again for next year. Jimmy Ernest had a tour of the Fort and will be looking into Foundation Grants as a possibility for us. Christina also presented copies of a Memorandum of Understand for the Board to review and vote on.

EMAIL VOTES:

Email Vote 1: Approval of HVAC System for Boardroom. This was approved through email for \$15,800.

OLD/UNFINISHED BUSINESS: None.

DISCUSSION ITEMS:

Discussion Item 1: Pool Memorial Weekend. President Lisa Vale opened with asking Chris Hale about materials and if they were going to be a problem with people being down there. He didn't think so as he said it was roped off. Director John Wylie spoke with Randy from MUD regarding the water. It will be approximately \$600 to fill the pool. Research was done on how long a non-chlorinated pool would last - 3 to 6 days before bacteria would start to form. Randy from MUD has offered to measure the pool to make sure nothing would contaminate the water. Director John Wylie suggests that we fill the pool with water from MUD for three days for the holiday weekend. Executive Director/General Manager Alan Peterson gave more facts on pool statistics regarding the filtration and flow. Director Comments. Member Comments.

Executive Officer/General Manager Alan Peterson's Resignation

Secretary Chris Race left the Meeting

Recess 10:11 a.m.

Reconvene 10:29 a.m.

Motion was made to fill the pool for three days for Memorial Weekend and this shall not be done until we have written documentation from MUD that doing so would not harm our aquifer moving forward and that it is monitored by MUD during that three day course to ensure the safety of our community,

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residents and the visitors that we may have by Director John Wylie. 2nd by Vice President Memo Guzman. 3 Directors Approved/1 Director Opposed. Motion passes.

Resignation Letter read.

Discussion Item 2: Update - Ad Hoc Committee - Common Property Change/Alteration Process. This Committee will have two meetings to perform the task of making a recommendation to the Board for a process moving forward for Common Property Changes and Alterations. Timeline: Has to go to the board for approval, inform applicable committees, and membership is informed. Director Comments. Member Comments. **Motion was made to adopt the list of Members plus Sandee Hagen that was given to us in our packet to steer this Committee for two meetings by Vice President Memo Guzman. 2nd by Director John Wylie. 3 Directors Approved/1 Director Abstained. Motion passes.**

Discussion Item 3: Update - Lot Sales. Total money collected so far is \$54,450. The discounts are past the time limit and will need to be voted on to continue. Director Comments. Member Comments. **Motion was made to continue as we are with the pricing suggested for three more months by Treasurer Linda O'Brien. No second. Motion does not pass.**

NEW BUSINESS/ACTION ITEMS:

Agenda Item 1: Variance Request - Unit 36. Member is asking to add an overhang to the property line. **Motion was made to approve Member's Variance request by Vice President Memo Guzman. 2nd by Director John Wylie. 4 Directors Approved. Motion Passes.**

Agenda Item 2: Variance Request - Unit 14. Member is asking to add screen to their front porch. Director Comments. Member Comments. **Motion was made to approve Member's Variance request by Vice President Memo Guzman. 2nd by Director John Wylie. 4 Directors Approved. Motion passes.**

ANNOUNCEMENTS: Books, Literature and Tea rescheduled to Tuesday, May 23, 1:00 p.m., Green Room; Mountain Laurel Garden Club on summer hiatus - next meeting September 14; After Plant Sale today at 1:00 p.m on Christine Bitter's Porch.

ADJOURN TO EXECUTIVE SESSION:

11:45 a.m.

- Employee Review
- Personnel
- Contract Negotiations

RECONVENE REGULAR OPEN SESSION:

1:33 p.m.

Votes Taken:

Collections: 1. Motion was made to approve letter, give lot back, or continue legal process was made by Director John Wylie. 2nd by Treasurer Linda O'Brien. 3 Directors Approved. Motion passes.

Collections: 2. Motion was made to drop suit and place lien on property was made by Director John Wylie. 2nd by Treasurer Linda O'Brien. 3 Directors Approved. Motion passes.

Collections: 3. Motion was made to accept the give back and to take case out of litigation was made by Director John Wylie. 2nd by Treasurer Linda O'Brien. 3 Directors Approved. Motion passes.

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Collections: 4. Motion was made to table this and offer program for Texas HOA Assistance.

NEXT REGULAR BOARD MEETING: Next meeting will be Saturday, June 24, 2023, Fort Clark Boardroom, 9:00 AM.

ADJOURNMENT:

1:38 p.m.

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