

Board of Directors

Fort Clark Springs Association, Inc.

Regular Meeting

Saturday, April 15, 2023



The Board of Directors of Fort Clark Springs Association Inc., met in a regular session on Saturday, April 15, 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 March 25, 2023. **Motion to approve was made by Vice President Memo Guzman. Second Director John Wylie. Motion passed unanimously.**

APPROVAL OF MINUTES from Special Board Meeting on March 31, 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 March, 2023 was \$42,337, 575 rooms occupied, a 50% occupancy rate. March 2022 revenue was \$45,858 with 628 rooms occupied. The RV Park revenue is \$34,183 for March, 2023. March, 2022 was \$20,185. This increase is because of the Solar Farm Workers which will be here for two more years. Sale of Lots: 9 lots have sold so far for \$33,450. Late Assessments Collected: March, 2023 collected \$145,765.96. March, 2022 collected \$120,895.92. Bank Balance for March 31, 2023 is \$503,067.60. February 28, 2023 showed \$484,255.87. Director Comments.

EXECUTIVE OFFICER/GENERAL MANAGER REPORT: Alan Peterson stated the assessments reflect 1,785 active memberships. I have a Teams Meeting with the new Accounting Firm on Thursday. Golf and Recreation Departments are losing money. Security and Maintenance never make revenue. Their expenses are pretty much consistent. Golf Maintenance has done a lot of repair work with the equipment we have. The Golf Committee has bought an aerator. We have been cleaning the curbs, Unit 1 is getting cleaned. 10 palm trees will be cut down. The County has a grant where they are putting license plate readers around the County. One of them will be put at our guard shack. The one area I need help in is trying to put a marketing group together to work on our website. Director Comments.

COMMITTEE REPORTS:

Airport Committee - No report was given this month.

Architectural Committee - by Frances Bitter: Since the Board's last meeting we have approved three construction permit applications, tabled two until the person can attend our meeting and reviewed one blue form. We have worked on creating a simpler, clearer permit application and should have that ready very soon. We are making changes to the repair form which we encourage anyone making any repairs or like for like changes, fill out and turn in a blue form to help us know who is coming on the Fort and that people are aware they have a permit when anyone sees work being done. The blue form or the red construction form need to be posted on the front of any building where work is being done. We have adjusted our fine schedule for working without a permit and for violations to CC&R's and Rules and Regulations to be stronger and have had the first public reading of the changes. We will have the second reading this Tuesday and will vote

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on the changes. We have sent out five violation letters and are working with the owners to resolve problems with their property in an attempt to follow the CC&R's which state we are "in the best interest of Fort Clark Springs, The Fort Clark Springs Association, and each of its members that property and the improvements thereon be continually maintained and improved so as to, at all times, be complementary to and compatible with its environment." Director Comments.

Golf Committee - by Chris Race for Katie Brown: The Golf Committee met on March 27th to discuss scholarships for BISD seniors. Forms and qualifications for the two \$1,000 scholarships have been provided to the school district. The Committee also locked in dates for upcoming tournaments, the next one being the Cajun Bash which is set for May 6th. This tournament is always lots of fun with great food. All proceeds from this tournament are for the benefit of the Golf Course. We encourage golfers of all skill levels to play. This is your course, let's take care of it. The Golf Committee had parts made for the greens puncher at a cost of \$500. They also spent \$1,700 for a used greens puncher identical to the one we already have. This will enable the golf course maintenance department to have parts available to keep our current puncher in operating condition.

Preservation Committee - by H.N. Bitter: Researched and found correct light sockets for Post Theater Marquee. 140 have been found, ordered, and received by our contractor. 140 more have been found in a different warehouse and should arrive shortly. I have in my possession 300 bulbs, 280 for the marquee and 20 spares. Edison 1 - 2 watt bulbs like these are fairly easy to find. The east, south and west doors are currently being sanded and painted on a separate repair proposal. The marquee lighting panels must be repaired, painted, and mounted in place before sockets, wiring and bulbs can be installed. A dimmer switch will be added so that warm white bulbs can be controlled. The last thing will be to put the new roof with correct drainage on an almost completely new marquee.

Recycle Committee - by Chris Race for Helena McBride: Helena is learning about gun safety today. I wrote two progress reports for the Coca-Cola and Texas Recycling Grants. Joe and I met Zoe Killian, the new Keep Texas Recycling Director. She gave the Fort a certificate for 2022 Recycling. We await the electrician before we order the baler. Our old forklift had another oil leak, but thankfully Philip fixed it. We need to fill another five boxes to ship our stuff out. C'mon folks, please recycle to keep it from going into our landfill!

Las Moras Restoration Project - by Chris Race for Chris Hale: The final sidewalk repair was completed and soil and grass placed. Bathroom renovation is about to begin as well as planter box stone repair. We're working on identifying optimum alternatives for three things: 1. Improved disability access; 2. Dark sky friendly solar lighting for the vintage poolside light poles; and 3. Revision to the apparatus for emptying the pool, so as to eliminate the pipe that obstructs the sidewalk.

Recreation Committee: No Report was given this month.

COMMUNITY COUNCIL REPORT - by Barbara McFadden: Proceeds from Fort Clark Days enabled us to have \$4,000 in reserve for Fort Clark Days 2024. An additional \$2,000 will be given to Preservation and \$1,000 will go into reserves for whatever is needed. We made a decision on a change to the Adult Center bathrooms since we cannot enter the building. The \$2,000 set aside will go to the repairs of the bathrooms at the Commissary. We will still honor the repairs of the bathrooms at the Adult Center once we can have access. Christina Bitter gave a final report on Fort Clark Days 2023. We brought in \$21,000 and after expenses we will clear \$7,000. Fort Clark Days 2024 meetings will start this fall, but are in the planning stages now. We are looking for a Food Vendor Chair. Director Comments.

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OLD/UNFINISHED BUSINESS:

Tabled Item 1: Board Committee to Research and Advise on a Process for Changing or Altering Historical or Common Property and Buildings. The resolutions for 2014 and 2017 are for Preservation to work on the exterior of the buildings. Director Comments. Member Comments. **Motion was made to create an Ad Hoc Committee to develop a process to identify what we consider to be historical and common property that will be overseen by both the Preservation and Historical Committees by Director John Wylie. 2nd by Vice President Memo Guzman. This Motion Passed Unanimously.**

DISCUSSION ITEMS:

Discussion Item 1: Landfill. Executive Officer/General Manager Alan Peterson gave an update on the Landfill. The plan is to make a lower pitched slope so we can continue to use the equipment we have. Director Comments. Member Comments.

Discussion Item 2: Architectural Committee Violation Fines. Architectural Chairperson Frances Bitter gave an overview of this item. If you have a violation with the CC&R's or the Rules & Regulations, the Architectural Committee will send a violation letter to the member explaining why you are in violation. First violation is a warning. 2nd violation is \$250.00 and will go up to \$1,500. Director Comments. Member Comments.

Discussion Item 3: Sale of Lots. Nine lots have been sold so far for \$33,450. We have five more under contract. There are 57 lots left to sell. Director John Wylie stated that we should get any realtor that is interested, that they get all 57 lots and they give us a proposal of how they are going to market these properties. Director Comments. Member Comments. **Motion was made for us to put out a dispatch to receive proposals for selling of the 57 lots on Fort Clark by Director John Wylie. 2nd by Secretary Chris Race. This Motion Passed Unanimously.**

Discussion Item 4: Swim Park Restroom Restoration. President Lisa Vale stated that the money from the grant has been disbursed. The Las Moras Restoration Committee would like to commence work on the restrooms. The cost is approximately \$15,000. Phase One - Women's Restroom: Support existing roof; demolish existing wood walls, remove existing lavatory, commodes and stalls; construct new cement block walls on same floor plan as old walls; install metal exterior door; paint all interior walls white; install new lavatory and commodes; construct new stalls and interior privacy wall; paint floor gray; exterior walls to be painted in 1929 FCSA color scheme; and extend water to barbeque area. Phase Two - Men's Restroom: Same plan as above for women's restroom. Phase Three - Dressing Rooms, etc.: Support existing roof; demolish existing wood walls; construct new roof support beam; leave area open until further feasibility study can be made; and repair the broken limestone. The completion date will hopefully be by Memorial Day. Executive Officer/General Manager Alan Peterson stated that fans need to be put back on the list as they were omitted. The flower planters at the swim park will be worked on until the materials come in for the restrooms. Director Comments. Member Comments. **Motion was made to approve the plan as we know it right now with clarification in writing prior to the commencement of construction by Director John Wylie. 2nd by Vice President Memo Guzman. This Motion Passed Unanimously.**

NEW BUSINESS/ACTION ITEMS:

Agenda Item 1: Marquee Logo. The logo on the marquee now is the 1971 25th Anniversary and the 1946 50th Anniversary. The Board needs to choose which logo they would like. Director Comments. Member Comments. **Motion was made to take the original logo and make the State of Texas accurate and apply**

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the proper colors by Director John Wyle. 2nd by Treasurer Linda O'Brien. This Motion Passed Unanimously.

Agenda Item 2: Brackett ISD Project Graduation Donation. Brackett ISD is looking for donations for entertainment, food, prizes, paper goods and decorations for Project Graduation. Director Comments. **Motion was made to approve \$500 to BISS for Project Graduation by Secretary Chris Race. 2nd by Director John Wylie. This Motion Passed Unanimously.**

Agenda Item 3: Approve March Meeting Absence for Secretary Chris Race. Motion to approve by Director John Wylie. 2nd by Vice President Memo Guzman. This Motion Passed by 4 Directors; 1 Abstained.

ANNOUNCEMENTS: Apr 22 - Wandering Cats Golf Tournament; May 13 - Garden Club Plant Sale at the Foundation Garden; Vice President Memo Guzman to thank volunteers that helped with the grounds for the sod at the pool; RV Park volunteers for the breakfasts; and the Massingil's for cleaning the baseball field; Director John Wylie stated with the pool closed, they are making plans to see what they could do this summer; also thank you to Clint Conrad and Christine Bitter for streaming and recording the meeting today.

ADJOURN TO EXECUTIVE SESSION: 10:47 p.m.

- Landfill
- Employee Review

RECONVENE REGULAR OPEN SESSION: 3:23 p.m.

No votes taken.

NEXT REGULAR BOARD MEETING: Next meeting will be Saturday, May 20, 2023, Fort Clark Boardroom, 9:00 AM.

ADJOURNMENT: 3:24 p.m.

Board of Director