

## Board of Directors

Fort Clark Springs Association, Inc.

Regular Meeting

Saturday, January 15, 2022



The Board of Directors of Fort Clark Springs Association Inc., met in a regular session on Saturday, January 15, 2022, 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, Director Memo Guzman, and Secretary Robert Mumme. Also present were Executive Officer/General Manager, Alan Peterson and Executive Secretary, Julie Moreno.

**APPROVAL OF MINUTES** from Regular Board Meeting on December 18, 2021. **Motion to Approve Minutes by Secretary Robert Mumme; 2nd Director Memo Guzman. Motion Approved Unanimously.**

**SECRETARY'S REPORT:** Secretary Robert Mumme reported an email from the airport on Tuesday, December 21, 2021, stating: Thank you for the follow-up. The light fixture is still attached to the hangar. Philip gave me, Stan, the light bulb. The airport did not agree to purchase a new fixture. The follow-up to this is that maintenance was working on the light to the hangar. Representatives have been talking to prospective pilots that are looking to relocate to the Fort. Helena McBride sent correspondence regarding the Rules and Regulations 2006.

Dear Board Members, I chaired a committee to revise the Rules and Regulations and we completed the task in August, 2018. I also chaired a committee to revise the Rules section on Animal Control and Enforcement and completed the tax in June, 2021. Neither work has yet to be approved by the Board. Recently, I revised and reorganized the whole document for clarity, not the content. I'm pleading with you to act on the document. Fort Clark Springs is currently operating under the Rules and Regulations from 2006.

Community Council Membership Comments: Forum - Rules and procedures were read. The meeting will be open only to members. Membership will be verified at the door. Linda O'Brien will contact maintenance and make sure that the heating equipment will be checked on February 11th to make sure it is operable for Saturday. It was very cold last year. Community Vegetable Garden - Discussion allowing members to raise chickens and rabbits. Some members are already growing vegetables and giving the produce to others. Purpose would be to meet members, help raise good, healthy food for personal use or give to those people in need. Regulations would have to be established as to how many animals, what type of animals, and where the site would be. It was mentioned that rabbits and chickens are beneficial to vegetable gardens as their droppings are good fertilizer. Suggested site was the area around the recycling center as people do go there and it has water. Topics mentioned were about spinning wool and making clothing, learning how to can food and other ways to preserve food. A lengthy discussion followed. It was mentioned that Mr. Peterson was already aware of this suggestion.

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**TREASURER'S REPORT:** Treasurer Bill Herman reported Motel Occupancy for December, 2021 was 700 Motel Guests, Total Revenue \$46,035.00. Member Services Board Report for December, 2021 - Lot Sales, Transfer Fees and Resale Certificate Total \$750.00. Collections Board Report for December, 2021 - Total \$20,516.00.

- I. Total Cash on Hand as of January 14, 2022
    - A. Total Cash on Hand - \$864,385.38
  - II. Breakdown of Restricted Fund
    - A. Letter of Credit – \$152,000.00
    - B. Owed to Preservation Fund - \$19,424.95
    - C. Available to Fort Clark Springs Association - \$253,140.52
      - a. Total Balance of Restricted Fund is \$424,565.47.
  - III. Motel Revenue for 2021 - \$142,897.00
    - A. Room Count - 700
    - B. Monthly Income - \$46,714.00
  - VI. Fort Clark Springs Association Profit and Loss / Balance Sheet
    - A. Current Month
      - a. Total Income - \$\$216,034.00
      - b. Total Expenses - \$221,662.00 (3 Payrolls)
      - c. Net Income / Loss Before Depreciation/Bad Debt - \$-5,628.00
    - B. Year-to-date
      - a. Total Income - \$659,310.00
      - b. Total Expenses - \$592,226.00
      - c. Net Income / Loss Before Depreciation/Bad Debt - \$67,085.00
    - C. Balance Sheet Year-to-date
      - a. Total Assets - \$1,174,529.19
      - b. Total Liabilities and Equity - \$1,174,529.19
- Accounts Payable - Current \$27,455.77
- Las Moras Income - \$9,565.00, Expenses - \$6,386.88, Profit - \$3,178.12

**EXECUTIVE OFFICER/GENERAL MANAGER REPORT:** EO/GM Alan Peterson reported the motel revenue for the first 3 months of the fiscal year is \$142,897.00. Last year it was \$77,420.00. We have an 85% increase in our motel revenue. DPS's agreement is to be here through February, 2023. Monthly Income for this December was \$46,714.00, last year was \$24,624.00. This is a 90% increase. Average daily rate for this year is \$66.73, last year was \$52.28. This is a 27% increase. The internal audit has been postponed till January 31st due to employees being ill. 13 rooms still need to be remodeled in the motel. We will start remodeling 3 rooms January 31st. Based on occupancy, we should be done with the 13 rooms by the end of summer. The restrooms at the Golf Course are not finished as of yet. I am working on bids for the 5 tennis courts, refinishing the 5 pool tables, removal of asbestos, and removal of Par 3 trees. We had a Town Hall in Unit 1 this last week. A lot of good points were made. We now have Concierge Plus which the staff is training on. This will be the communications for the Fort. Directors' comments and questions.

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### COMMITTEE REPORTS:

**Airport Committee - by Secretary Robert Mumme:** The airport was mowed twice during the month. One pilot flew in for the day to visit a member of the Fort. Friday afternoon, maintenance was working on the light at the hangar. Airport representatives have been talking to prospective pilots looking to relocate to the Fort.

**Architectural Committee:** No report for this month.

**Golf Committee - by Secretary Robert Mumme for Katie Brown:** Remodeling of the restrooms on the Golf Course is ongoing. The Golf Committee met this month and scheduled tournaments for 2022. Our biggest tournament is the Las Moras; it provides for scholarships and also benefits our Golf Course. We encourage supporting sponsorships for this tournament. It will be held March 18-20, 2022. Other tournaments include The Cajun Bash - April 23rd; Wandering Cats Fundraiser - May 4th; The Red, White and Blue - July 2nd; Ladies Las Moras - October 15th; Kinney County Church Alliance - October 29th; The Couples - November 12th; The Turkey Shoot - November 26th; and The Kris Kringle - December 17th. We hope 2022 is a good year for everyone with lots of positive things to look forward to.

**Preservation Committee - by Secretary Robert Mumme for President H.N. Bitter:** Prior to our regular meeting this month, the entire Committee and Alan Peterson made an outside inspection of the Service Club due to the extensive presence of rotten wood on various parts of the building. During the regular meeting, Mr. Peterson gave a presentation on the need for asbestos remediation and HVAC work to be done on the Adult Center. Preservation will elect to postpone any exterior repainting until this work is complete. Preservation was pleased Mr. Peterson confirmed to our treasurer the current amount of money available for preservation work. Committee Treasurer, Sharon Gregorc, did a beautiful job of making and installing some antique-looking burlap curtains on the inside of the powder magazine windows. Director Comments.

**Recycle Committee - Helena McBride:** We shipped 40 boxes and 3 bales of plastic on Monday. Thank you to Joe Alackness for running the forklift and for building new boxes. We are still waiting on the check for the cardboard we shipped in December. We need more volunteers.

**Las Moras Restoration Project - by Helena McBride for Chris Hale:** A combination of the Christmas season and very busy workers have gotten in the way of much progress, but there are some achievements to report: The light pole that stood on the portion of the sidewalk that was replaced last summer has been repainted and put back up with its new wiring; the welder fabricated the pieces for the repair work at the inlet and now the welder needs to find time to make the repairs. We have the money to pay for this work which some of which was raised from the sales of raffle tickets. We are awaiting a bid from the cement contractor for the next phase of the sidewalk repair.

**Election Committee - by Sandy Hagen:** Referring her report to the Agenda Action Item. Director Comments.

**By-Laws Committee:** This Committee is still on pause.

**COMMUNITY COUNCIL REPORT by Kathi Warm:** Starting last month we are sending Secretary Robert Mumme a list of Membership Concerns that were taken at our Community Council Meeting. True

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Minutes are on our website and will be available tomorrow. Fort Clark Days - still looking for donors as we are a little behind in funding. We have all the chairs filled. We will have camels, artillery, vendors, Lipan dancers, Living Historians and music. The Commissary and Seminole will have vendors. We have over 50 volunteers and things are coming along nicely. The next meeting for Fort Clark Days is Wednesday, January 19th at the Adult Center at 6:00 p.m. The Annual Audit - The annual audit was positive. This is something we have to do every January. Board of Elections - Natanya Watkinson, President, is not seeking another term. Tianna Johnson, Treasurer, is not seeking another term. Voted in is Helena McBride as President, and Frances Bitter as Treasurer. The Forum for Board Candidates - Rules were read and given to the Dispatch for posting along with the date, time and place. The 3 nominees will be contacted with Forum details. The 3 nominees are Robert Mumme, Lisa Vale, and Chris Race. Members Comments - The possibility of establishing a community vegetable garden and members raising chickens and rabbits. This would be a way to get people involved and be a source of healthy food. Discussion on what animals would be allowed and where the garden would be. A very lengthy discussion followed with many ideas. A report on this topic has been sent to Fort Clark Springs Association Board. The windless at the Commissary is being worked on in a joint venture with the Historical Society and the Preservation Committee. It may be functional before Fort Clark Days. All lot owning members are members of Fort Clark Springs Community Council may come to our meetings and hear what we are doing. The next meeting is on February 12th, 2022, at 10:00 a.m. at the Post Theater. We will have a short meeting with the Candidate Forum following.

### **OLD/UNFINISHED BUSINESS:**

**Tabled Item 1: Rules & Regulations Change - Dogs Barking.** These documents start with the Declaration, which moves to the By-Laws and then the Rules & Regulations. The way these documents are changed is how they are received under the Texas Property Code. In 2017, we had a change as to how our documents were put together based on a change that was made on the Property Code. It was not done properly. We need 66.7% of lot owning votes to make changes. Member Comments. This item will continue to be tabled.

**Tabled Item 2: New Lease for Wastewater Treatment Area.** There are three parties to the Wastewater Treatment Plant Lease - The Fort, Municipal Utility District and the City. The Fort has found documents that the other two entities do not have. We have compiled documents from the 90's to this last year and are getting a timeline on who is responsible for what. Tabled via unanimous consent.

**Tabled Item 3: Reinstating Reveille and Taps.** This item will be removed until further notice.

**Tabled Item 4: Capital Budget Resolution.** This item will continue to be tabled.

**Tabled Item 5: Discussion: Solar Eclipse Chairperson.** The Eclipse is April 2024. We have an opportunity to be the lead for the County and the City if we start to organize first. We will need to find a chairperson to help coordinate this effort. The Board will put together a criterion to find an event coordinator. This item will continue to be tabled.

### **NEW BUSINESS/ACTION ITEMS:**

**Agenda Item 1: Election Committee - Drawing for Ballot Positions.** Election Chairperson Sandee Hagen thanked the Election Committee for helping put this together and for groundwork from last year's

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Committee. Thank you to Ann Barron, Frances Bitter, Barbara McFadden, Ava Martinez and Constance Kilgore who is our Alternate. We will be using playing cards to draw for ballot positions. Candidates will draw in the order they turned in their Candidate Data Sheets. Candidates chose their positions with Lisa Vale having a stand-in as she was ill. Robert Mumme - 1st, Chris Race - 2nd, and Lisa Vale - 3rd. There was a reminder that the Bio's are due today. Also, address changes, etc., are due to the front office by January 25th.

**Agenda Item 2: Consider Approval for Laundry Equipment.** The proposal is for an additional 45 lb washer/extractor and a 75 lb dryer to handle our current occupancy needs. Also recommended in the water-energy Ozone treatment that will attach to both the old washer and the new washer. The estimated price would be: Washer - with base frame and foundation bolts \$10,708.00; Dryer - electric dryer with microprocessor controls, humidity sensor, fire suppression system and rotational system \$7,732.00; Ozone treatment \$4,995.00; and Installation \$1,162.56, for a total of \$24,597.56. Director/Member Comments.

**Motion to Approve the Laundry Proposal made by Secretary Robert Mumme, 2nd Treasurer Bill Herman. Motion passes unanimously.**

**Agenda Item 3: Consider Approval for Asbestos Abatement.** The bid received was for \$16,500.00. General Manager Alan Peterson stated that in his experience this is low. 3 areas are in need of having asbestos removed: Motor Pool (boiler and pipes), Post Theater (boiler and pipes), and Adult Center (pipes from where old boiler was - running the whole length of the building). GM is not comfortable with the bid he received. He would like to have this removed until he receives other bids. All Board Members agreed.

**Agenda Item 4: Consider Approval for Fitness Equipment.** The current fitness center is in the Adult Center. There are 3 bids for the equipment. One is from Discount Online Fitness for aerobic fitness equipment as well as one multi-station to replace the existing universal gym. Also added is one recumbent bike. The quote for this equipment is: 2-Life Fitness 95Ti Treadmill MSRP \$2,699.00, Price \$1,995.00, Total \$3,990.00; 2-Life Fitness CLSC Crosstrainer MSRP \$2,850.00, Price \$2,125.00, Total \$4,250.00; 1-Life Fitness 95ci Upright Bike MSRP \$1,850.00, Price \$1,520.00, Total \$1,520.00; 2-Life Fitness 95 Ri Recumbent Bike MSRP \$1,850.00, Price \$1,520.00, Total \$3,040.00; Sub-Total \$12,800.00. 1-Life Fitness 3 Stack Multi Gym MSRP \$4,299.00, Price \$4,202.57, Total \$4,202.57; Sub-Total \$17,002.57. Tax \$1,411.21. Sub-Total \$18,413.78. Surfaces 360 Confeti Flooring - 8mm, 1300 sq feet, MSRP \$1.88, Price \$1.40, Total \$1,820.00, Tax \$149.24. Grand Total \$20,283.02. GM would like to go ahead and have this approved and put in the Teen Center until further work can be done at the Adult Center. Director/Member Comments.

**Motion to Approve \$25,000.00 for fitness equipment to be housed at the Teen Center made by Secretary Robert Mumme, 2nd Treasurer Bill Herman. Motion passes unanimously.**

**Agenda Item 5: Consider Approval for HVAC - Bar, Accounting, NorthWing/South Wing Adult Center.** GM would like to hold off on the North Wing/South Wing Adult Center for now until the Asbestos Abatement is decided on. Also, hold off on Dickman Hall. The quote for Fort Clark Accounting Office, 3-ton mini split, 5-year parts, 1-year labor, 5 years compressor - \$8,500.00. Director Comments. **Motion to Approve the HVAC System in the Accounting Office by Treasurer Bill Herman, 2nd Director Memo Guzman. Motion passes unanimously.**

**ANNOUNCEMENTS:** RV Park Breakfasts, Potlucks, Movie Nights Continue. Also having on Monday Nights - a bonfire, weather permitting. Jan. 24th 6PM - Free hotdogs and smore at the RV Park; Jan. 17th 1

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PM Adult Center - Books Literature and Tea; Jan. 19th 6PM Adult Center - Fort Clark Days Meeting.  
Please check out the calendar and dispatch as there are many more things coming up. Member Comments.

**ADJOURN to Executive Session: 10:48 AM**

**RECONVENE REGULAR OPEN SESSION: 12:27 PM**

**NEXT REGULAR BOARD MEETING:** Next meeting will be Saturday, February 19, 2022, Fort Clark Boardroom, 9:00 AM. Seating will remain the same unless notified that there are changes with the COVID-19 pandemic.

**ADJOURNMENT:** Meeting was adjourned at 12:27 PM.

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