

## Board of Directors

Fort Clark Springs Association, Inc.

Regular Meeting

October 21, 2020



The Board of Directors of Fort Clark Springs Association Inc., met in a regular session on Wednesday, October 21, 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, and Director ReAnna Hay. Also present was Executive Officer/General Manager, Alan Peterson and Executive Secretary, Julie Moreno. Secretary Robert Mumme was unable to attend and his absence was excused by vote of the Board of Directors.

**APPROVAL OF MINUTES** from Regular Board Meeting on September 16, 2020. **Motion to Approve Minutes with verbage review by Treasurer Bill Herman; 2nd Director ReAnna Hay. Motion Approved Unanimously, Less 1 Director absent.**

**SECRETARY'S REPORT:** Letter received from Audrey Peterson was read regarding her time spent here on the Fort. Email from R.W. Hendricks was read regarding moving the Board Meetings back to Saturdays. He is also in favor of the monthly assessment increase.

**TREASURER'S REPORT:** Treasurer Bill Herman reported Motel Revenue for September 2020 was \$23,058.00. Member Services reported Lot Sales, Transfer Fees and Resale Certificate Fees was \$50,733.36. Net Income before estimated Bad Debt and Depreciation is \$131,840.40. Bank balances through October 20, 2020 - Texas Community Bank Checking \$32,649.88, Credit Card \$150,445.29, and Money Market \$8,593.74. Bank & Trust Las Moras \$1,262,23, Restricted \$386,059.94, General \$321,396.02, Historical \$412.30, and Tax \$39,451.86. September Profit & Loss for Fort Clark Springs was Income \$274,593.45, Expenses \$177,950.38 for a Net Income of \$96,643.07. Restricted Fund for September was Income \$7,296.00, Expenses \$1,997.91 for a Net Income of \$5,298.09. Las Moras Income \$456.42, Expenses \$854.75 for a Net Loss of -\$398.33. October thru September, 2020 for Fort Clark Springs Gross Profit \$2,276,566.34, Expenses \$2,470,050.72 for a Net Loss of -\$193,484.38. Restricted Fund October thru September, 2020 Gross Income \$114,330.60, Expenses \$25,215.48 for a Net Income of \$89,115.12. Las Moras Profit & Loss for October thru September Gross Income \$21,866.57, Expenses \$29,445.57, Other Income \$15.10 for a Net Loss of -\$7,563.90. President Sandee Hagen had a question - the Other Income on Fort Clark Springs Profit & Loss for September 2020 - what was the \$14,242.84 for? General Manager Alan Peterson stated the \$14,242.84 was an overpayment for insurance. President Sandee Hagen also stated that for the September Profit & Loss, Randy did not include the depreciation breakdown of \$43,402.00. Director ReAnna Hay stated that all Profit & Loss Statements are preliminary until the official Audit is done. **Motion to Approve Treasurer's Report - Vice President Dustin Smith; 2nd Director ReAnna Hay. Motion Approved Unanimously, Less 1 Director absent.**

**EXECUTIVE OFFICER/GENERAL MANAGER REPORT:** EO/GM Alan Peterson reported that the Motel Revenue has increased 43% compared to last year. Motel had also a 75% increase in income. The RV Park a 187% increase in income. Golf Course this last month doubled in revenue compared to last year. Thank you to the Volunteers from Community Council that helped clean Creekside and the grounds. Thank you to Clyde Westbrook for painting the railing over the bridge. The air conditioning in the Adult Center has been repaired. We had an Employee Picnic on September 28th which all employees attended. The new landscaping crew has started. There were 30 street lamps repaired by AEP and Rio Grande. The pool is being cleaned weekly. RV Park is full. The fire station has a leak which will be repaired. AEP is going to restore the power. The fire station will be a Volunteer Project Headquarters for Members and Employees who would like to do projects for the Fort. Need ideas to replace the fence in the front. The Golf Course

## Board of Directors

Fort Clark Springs Association, Inc.

Regular Meeting

October 21, 2020

Pro Shop will be moved. The Hunt result from August to Current is \$59,000.00 - \$15,000.00 of this is for trapping. JQ Engineering will be here November 16, 2020, to do the pool/spring assessment.

### COMMITTEE REPORTS:

**Airport Committee – President Sandee Hagen for Stan Martin:** Welcome Esten Mullins to the Airport Committee. They had two visiting pilots who flew in for day trips. They have 8 pilots operating off the airfield and 8 aircraft. They will have 2 additional pilots join as well as 3 additional aircraft operating off the field. There will be a memorial section in the historic hangar in honor of Larry McNurlin and Mike Schillick. Once this is completed, it will be featured in the next open house.

**Architectural Committee – Joe Alackness, (Chairman):** First abandoned car removed. There are about 40 more vehicles that have to be removed. There have also been some positive improvements. Sharon McGregor resigned from the Arcitectural Committee. Joe Alackness resigned as Chairman from the Architectural Committee. **Motion to accept Joe Alackness' Resignation by Vice President Dustin Smith; 2nd Treasurer Bill Herman. Motion Approved Unanimously, Less 1 Director absent.**

**Golf Committee – President Sandee Hagen:** Two tournaments are coming up: Catholic Church Tournament and the Halloween Church Alliance Tournament. Ladies Tournament was last weekend. 10 teams of 2 were there and had a great turnout.

**Preservation Committee - Linda O'Brien:** Community Council is doing a combined cleanup of the Fort. December 5th will be the cleanup for Unit 15. Empty Saddle, Commissary and Seminole cleanup will be the first Saturday in November. Commissary used 75 gallons of stain and will need 50 more. NCO Club will be painted in the back. We have quotes. Monday night is Creekside cleanup. Creekside will open after the first of the year.

**Recycle Committee - Helena McBride:** Keep Texas Beautiful is giving away free cleaning supplies. We owe \$564.00 in truck fees for February and August as well as \$108.00 for a bill from last year. Total owing is \$672.00 which has been paid. We will be paid \$75.00 per ton on cardboard. Recycling needs more volunteers.

**Las Moras Restoration Project - Helena McBride:** (From Chris Hale, Committee Chair.) Kapu Foundation of New Orleans has approved a grant request of \$10,000.00 to cover the cost of a detailed engineering assessment of the spring and pool on November 16, 2020.

**Election Commitee -** The Election Committee has met twice and have reviewed the By-Laws related to the election. The Committee will be advertising through Dispatch regarding the candidate applications.

**COMMUNITY COUNCIL REPORT - Linda O'Brien:** October 12, 2020 is Creekside Cleanup. Ghostly Tours has been cancelled for this year due to COVID. Community Council needs sponsors to continue movie night through the winter. The required sponsorship is \$110.00 per movie. They are requesting the Fort to help out with this. First week of November the volunteers will clean-up around the Commissary, Schafter Hall and the Empty Saddle area. There has been an addition to the Community Council Facebook Page - a post and link to request help for your Unit or yourself. Community Council will be running the candidate forum.

**OLD/UNFINISHED BUSINESS:** None

## Board of Directors

Fort Clark Springs Association, Inc.

Regular Meeting

October 21, 2020

**EMAIL VOTES: Approval of Election Committee Members.** The Committee Members are as follows: Steve Foxx, Chairman, Barbara McFadden, Kate Burkhart, Memo Guzman and Francis Bitter. **Email votes passed unanimously.**

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

**Discussions Item 1: PPP Loan.** President Sandee Hagen received a letter regarding the PPP Loan. Randy Galloway, Accountant, is in the process of filling out forms for the loan forgiveness.

**Action Item 1: Approval of Trick or Treat.** Kinney County is allowing Trick or Treating on Saturday, October 31, 2020. Times are from 5:30 to 9:00 p.m. Members and Guests to follow COVID-19 restrictions to be safe. A request was made to not go to houses with the porch lights off. Open gate for all of Kinney County to participate. Member comments. **Motion was made to allow Trick or Treating from 5:30 to 9:00 p.m., using safety precautions by Vice President Dustin Smith. 2nd Treasurer Bill Herman. Motion passed unanimously, less one absent Director.**

**Action Item 2: Approve Bottle Cooler/Beer Box Purchase.** This item would be used at Creekside under the counter. It holds 34 cases of beer. Price is \$1,698.97 plus tax. Director Comments. Member Comments. **Motion to Approve by Treasurer Bill Herman. 2nd Vice President Dustin Smith. All Directors voted unanimously, less one absent Director.**

**RECESSED TO BREAK: 10:52 AM**

**RECONVENE TO REGULAR SESSION: 11:07 AM**

**Action Item 3: Approve Landscape Equipment Purchase.** \$12,000.00 was budgeted for this year for equipment. 3 quotes were given by Executive Office/General Manager Alan Peterson. 60" Zero Turn Toro Titan Lawn Mower from Home Depot for \$5299.00 plus tax. Director Comments. Member Comments. **Motioned to approve the 60" Zero Turn Toro Titan Lawnmower by Treasurer Bill Herman. 2nd Vice President Dustin Smith. Motion passed unanimously, less one absent Director.**

**Action Item 4: Approve Motel Room Renovation.** Executive Officer/General Manager Alan Peterson stated 9 rooms have been completed. MK would like to start renovating on November 8th to complete 4 more rooms with refinishing floors, walls, ceilings and redo the bathrooms. \$1500.00 per room. One room will cost more because of electrical issues. Director Comments. Member Comments. **Motion to restart the room renovations was made by Treasurer Bill Herman. 2nd Vice President Dustin Smith. Motion passed unanimously, less one absent Director.**

**Action Item 5: Approve Employee Health Insurance Package.** Julie Moreno, Human Resources/Executive Secretary, reported to Directors that Blue Cross/Blue Shield was our only option this year. 14 employees had signed up and some will possibly cancel depending on the price. 75%/25% is the recommendation. Directors' Comments. **Motioned to approve 75%/25% coverage with Blue Cross Blue Shield by Vice President Dustin Smith. 2nd Treasurer Bill Herman. Motion passed unanimously, less one Director absent.**

## Board of Directors

Fort Clark Springs Association, Inc.

Regular Meeting

October 21, 2020

**Action Item 6: Approve Truck Purchase.** Philip Garcia would like to sell the Fort his truck, a 2003 Dodge, 3500 1 Ton 5.9 Diesel with 4 x 4 tool boxes and 100 gal Diesel reserve tank for \$7,000.00. The truck has 240,000 miles. Blue book shows the truck is worth \$6-8,000.00. Directors Comments **Motion to purchase Philip Garcia's 2003 Dodge Truck for \$7,000.00 by Treasurer Bill Herman. 2nd Vice President Dustin Smith. Motion passed unanimously, less one Director absent.**

**Action Item 7: Approve Fire Station Project.** We will be reestablishing electric service. Volunteers will be cleaning it up. Roof will be repaired. This will be a special projects location for members and employees. Alan will control and approve who can use it. Director Comments. **Motion to approve Fire Station as a Special Projects Location by Treasurer Bill Herman. 2nd Vice President Dustin Smith. Motion passed unanimously, less one Director absent.**

**Action Item 8: Approve Emergency Rules & Regulations Change (Security).** Security is requesting for an amendment to the current Rules & Regulations Section V - Registration and Identification of Vehicles and Traffic Rules. Amendment: Violations of traffic rules - all posted traffic signs are the property of Fort Clark Springs Association, Inc. Any person found violating posted traffic signs will be in violation of traffic rules and subject to penalty thereof as with any other violations of Rules & Regulations. Possibly purchase a radar gun for evidence if we start enforcing traffic rules. Director Comments. **Motion to return this matter to Executive Officer/General Manager Alan Peterson and Security Chief Matt Bland to revise including a means of enforcement by Vice President Dustin Smith. 2nd Treasurer Bill Herman. Motion passed unanimously, less one Director absent.**

**Action Item 9: Common Property Assessment.** Total taxes are \$125,115.94 minus MUD \$23,509.28 which equals \$101,606.66 to be split up between 2,030 active members. \$72,000.00 was budgeted per Executive Officer/General Manager Alan Peterson. This would be a special assessment of \$35.00 per membership. Director Comments. Member Comments. **Motion to approve the \$35.00 Special Assessment by Vice President Dustin Smith. 2nd Treasurer Bill Herman. Motion passed unanimously, less one Director absent.**

**ANNOUNCEMENTS:** Golf Cart Parade on October 30th, 2020 with Jack Clarkson Band afterwards at Creekside.

**ADJOURN to Executive Session:** Member Issues 12:20 PM

**RECONVENE TO REGULAR OPEN SESSION:** 1:15 PM  
During Executive Session the Board of Directors talked about Member Architectural Issues. They approved Members to take over their daughter's trailer and approved a shed on a pad that was approved in 2011. Sam Lark offered to sell his John Deere Mower with attachment and shed for \$3,000.00 to Fort Clark Springs Association. **Motion to approve the purchase of the John Deere Lawn Mower with attachment and shed for \$3,000.00 by Vice President Dustin Smith. 2nd Treasurer Bill Herman. Motion passed unanimously, less one Director absent.**

**Vice President Dustin Smith made a Motion to Adjourn. Director ReAnna Hay seconded the motion. Motion passed unanimously, less one absent Director.** Meeting was adjourned at 1:18 PM.

**NEXT REGULAR BOARD MEETING:** Wednesday, December 16, 2020, Fort Clark Boardroom, 9:30 PM. Seating will remain the same unless notified that there are changes with the COVID-19.

**Board of Directors**

Fort Clark Springs Association, Inc.

Regular Meeting

October 21, 2020

**ADJOURNMENT:**

1:18 PM

---

**Board of Director**