

Board of Directors

Fort Clark Springs Association, Inc.

Regular Meeting

Saturday, July 23, 2022



The Board of Directors of Fort Clark Springs Association Inc., met in a regular session on Saturday, July 23, 2022 (rescheduled from July 16, 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, Secretary Chris Race, Treasurer Lisa Vale, and Director Memo Guzman. Also present were Executive Officer/General Manager Alan Peterson and Executive Secretary Julie Moreno.

APPROVAL OF MINUTES from Regular Board Meeting on June 18, 2022 and Special Board Meeting on June 27, 2022. **Motion was made to approve the June 18, 2022 and June 27, 2022 Minutes by Vice President Linda O'Brien. 2nd by Secretary Chris Race. Motion passed unanimously.**

SECRETARY'S REPORT: Secretary Chris Race reported that we received a letter from Helena McBride, Stephen Foxx and Dennis Leff. On behalf of Fort Clark Springs Community Council and Fort Clark Days Committee, we thank the Board of Directors and Executive Officer/General Manager for the generous and essential assistance in providing support for a successful Fort Clark Days 2022. It was very important to have access to the Fort Clark grounds and multiple buildings, to have help from the staff in Administration, and, of course, the many hours given by the Maintenance Department staff. We're grateful to work with all of our partners within the Fort Clark Community.

The Secretary also received an email from Helena McBride stating: Many thanks for moving the gym to the Teen Center. What a pleasure to go in and use the new exercise machines in a cool environment. Also thanks for having Amos Trisler as Manager. He's a creative idea man. More of us should get healthy doing exercise.

TREASURER'S REPORT: Treasurer Lisa Vale reported the June Motel Revenue was \$35,956.00 which is up from last month. This is 79% up from last year. Our June Income was \$189,180.00, Expenses \$183,058.00, for a total Profit of \$6,122.00. Preservation has \$28,922.61 in their account. Our bank balance is \$758,649.14.

EXECUTIVE OFFICER/GENERAL MANAGER REPORT: EO/GM Alan Peterson reported that because of the drought, we have no room for anymore brush in the brush pile until we can burn. Maintenance has gotten all the pipes out of the spring that were around the well. They have also been cleaning up the creek. Security is still having issues with illegals. We had a bailout yesterday that took out about 500 feet of our fence over at the landfill. The fence has been repaired. The hunting areas are being prepped. We had to replace one trap and relocate to a new location for better results. We have brought in about \$13,000 so far for trapping. We are putting watering stations out for the wildlife. In the Recreation Department, the Fitness Center has opened. Some equipment still needs to be relocated. Our rentals of the venues are much stronger this year. We are going to finally get to the restoration of the last nine rooms of the Motel. Renee in Collections is continuing to get us more organized. We have about \$300,000 that is collectible and are pursuing and of that \$200,000 are with the attorneys. We'd like to see a Finance Committee established to help us by the end of this fiscal year to get ready for next year. In the RV Park, we are considering downsizing the number of spaces. Some RV's now have slideouts that will touch the one next to them in the spaces we have now. Our Biologist, Caitlyn, has relocated and will be replaced. We are applying for two grants - Jorns ERC and a Texas Industry Grant. I will be working on budgets in July and August and working on trying to get new insurance companies if possible. We are also trying to inventory

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our assets. Our radios are finally in. Unfortunately, two are damaged. The Golf Committee has offered a one-time purchase from MUD one million gallons of water to water the greens. President Travis Huey added to please go to the Water Board Meetings. Water District Meetings are the 2nd Tuesday of each month at 9:00 a.m. MUD Board Meetings are the 3rd Wednesday of each month at 10:00 a.m.

COMMITTEE REPORTS:

Airport Committee - by Secretary Chris Race for Stan Martin: The airport was mowed once and treated for mesquite; \$210 was spent on herbicide, diesel and gas. Three member-guests flew in. One stayed for the weekend and two were day trips affiliated with the border invasion.

Architectural Committee - by Vincent Valdez: Since last meeting, there have been thirteen permits reviewed; 2 variances have been submitted to the Board. A reminder that when submitting a request, please be as detailed as possible, and please sign the permit. Another reminder that when doing new construction, you will need to submit a permit first for approval.

Golf Committee - by Secretary Chris Race for Katie Brown: Not much to report this period as the only tournament we had was the June End of Month Tournament. It was well attended with 12-16 players. With the course closed on July 4th, we canceled the Red, White and Blue Tournament. The Golf Committee spent \$1,600 for repairs to the golf course mower. Our next tournament, July's End of Month Tournament, is set for July 30th.

Preservation Committee - by Preservation President H.N. Bitter: No formal report today as the Committee is on summer hiatus. I am following two jobs that were already approved - the Post Theater and the Service Club. The Post Theater marquis ceiling has been repaired, but will need to get a new proposal to fix this structurally and electrically to make it safe. Director Comments.

Recycle Committee - by Helena McBride: We shipped June 3rd and will get paid August 15th.

Las Moras Restoration Project - by Helena McBride for Chris Hale: There is nothing new to report this month.

Recreation Committee - by Executive Secretary Julie Moreno: The Recreation Committee is going full-steam ahead. We did lose Amos Trisler as he has resigned from his position as Recreation Manager. Sherry Neuman is now the Recreation and Events Manager and is taking over the entire Recreation Department with help from Pedro Pacheco and her Pool Staff. This month we met and our Marketing Committee Members have drafted a flyer for the 5k run/walk. This will be for our Grand Opening on October 1st. We will have medals for participation as well as 1st, 2nd and 3rd in 4 divisions. Sherry is also working on food trucks, blood drive and a few other things to make this a fun event. The Fitness Center will be talked about in the Agenda Item, but I wanted to let everyone know the hours have changed. Because we have many DPS Troopers coming and going at all different times, the Fitness Center will now be open at 6 AM to 9 PM Monday thru Saturday and 10 AM to 8 PM on Sunday. Please remember that starting August 1st, there may be some changes - depending on what the Board decides today. Please note that if you have an adult child and they would like to go to the gym, they will need to be claimed on your taxes (proof shown) and their name needs to be added to your Membership in the front office, otherwise, they will need a Membership of their own to participate or they will have to pay the full fee, whatever that may be. This is not just for the Fitness Center, but for all amenities. We are still looking for Committee Members who would

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like to get involved, Instructors for classes and Volunteers who would like to just help with the events. Please contact Sherry Neuman, the Committee Members or myself if you are interested.

COMMUNITY COUNCIL REPORT: No report was given this month as Community Council is on summer hiatus and will not be meeting again until September.

OLD/UNFINISHED BUSINESS:

Tabled Item 1: New Lease for Wastewater Treatment Area. This is an ongoing issue. We have worked with the attorneys on a contract that is beneficial to the Membership and the Fort. We have an Engagement Letter which President Travis Huey will circulate to the Board for review. Our attorney has recommended that we move to a specialist who specializes in municipal utility code law statute. Our current attorney will be liaison to the specialist.

DISCUSSION ITEMS:

Discussion Item 1: Amenity vs. Facility, Cost/Benefit. Per Secretary Chris Race, what does amenity mean to you? What is the cost benefit? Do we know what the cost is of that amenity? Per President Travis Huey, we should move this item below Assessment Analysis.

Discussion Item 2: CPI Index. A couple changes have been made since the last discussion. We use the June over June number. Why? That is the way our declaration is set up. June is historically used. The calculation is 2.5% to the CPI maximum or anywhere in between. The June number is where we start from. Time change is another discussion we need to have. Because we vote in September, that leaves very little time for the office staff to get the booklets printed, letters typed, copied and mailed before October 1st. President Travis Huey recommends to move the CPI calculation and vote to August. Director Comments. Member Comments.

Discussion Item 3: Membership & Assessment Analysis. President Travis Huey showed a presentation of the Membership & Assessment Analysis for the past ten years. The first chart shows the Membership, FRM and Residential Count. In 2010, we had 2,620 Memberships, 837 Residentials and 155 FRM's. In 2022, we have 1,790 Memberships, 842 Residentials and 126 FRM's. A total of over 3,500 Memberships. The Monthly Membership Revenue in 2010 was \$102,180 in Membership Revenue, \$28,458 in Residential Revenue, and \$5,425.00 in FRM Revenue. In 2022, the Monthly Membership Revenue is \$84,505.90 in Membership Revenue, \$35,498.72 in Residential Revenue, and \$5,444.46 in FRM Revenue. Yearly Membership Revenue in 2010 was \$1,226,260 in Membership Revenue Annualized, \$341,496 in Residential Revenue Annualized, and \$65,100 in FRM Revenue Annualized. In 2022, the Yearly Membership Revenue is \$1,014,071 in Membership Revenue Annualized, \$425,985 in Residential Revenue Annualized, and \$65,334 in FRM Revenue Annualized. There were no assessment increases in 2010 through 2015. Assessment Increases in 2016 was \$3 for Membership Assessment Charge and \$3 for Residential Assessment Charge; 2017 was \$3 for Membership Assessment Charge and \$3 for Residential Assessment Charge; 2018 was \$3 for Membership Assessment Charge and \$3 for Residential Assessment Charge; 2019 was \$5 for Membership Assessment Charge and \$5 for Residential Assessment Charge; 2020 was \$5 for Membership Assessment Charge and \$5 for Residential Assessment Charge; 2021 was \$6 for Membership Assessment Charge and \$6 for Residential Assessment Charge; and for 2022 the assessment could be \$8.21 for Membership Assessment Charge and \$8.16 for Residential Assessment Charge. This does not include special assessments. Director Comments. Member Comments.

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Discussion Item 4: Emergency Panic Buttons. Executive Officer/General Manager Alan Peterson has two quotes, but they are so far apart that more research is needed to be done. This item will be tabled. Director Comments. Member Comments.

Discussion Item 5: What is Mr. Peterson's Role? Executive Officer/General Manager Alan Peterson passed out his resume to the Board Members with all his qualifications as there have been questions. Mr. Peterson then recused himself from the meeting while this is in discussion. Secretary Chris Race read a letter from Jim Hester, General Manager, out of the Board Minutes from 1977 stating what he was experiencing in his role then. Director Comments. Member Comments.

NEW BUSINESS/ACTION ITEMS:

Agenda Item 1: Consider Approval for Fitness Center Membership Fees/\$20 month for Non-Members. We are short on amenities for our members, so we need to start charging for the non-members. A hypothetical budget was given to the Board Members from EO/GM Alan Peterson to run the Fitness Center. The cost is \$76,000 for the year. EO/GM Alan Peterson recommends \$10 for Members and \$20 for Non-Members. Director Comments. Member Comments. **Motion was made to approve EO/GM Alan Peterson's recommendation by Vice President Linda O'Brien. 2nd by Secretary Chris Race. An Amended Motion was made to approve \$10 per person, \$20 per non-member and no fee for members until pool is open by Vice President Linda O'Brien. 2nd by Secretary Chris Race. 3 Directors Approved, 2 Directors Opposed. Motion carries.**

Agenda Item 2: Consider Approval to Form a Financial Task Force to Review Accounting. EO/GM Alan Peterson stated we need a task force with financial experience to work on reserve studies, clean-up our Quickbooks and develop a balance sheet that is correct. Director Comments. **Motion to approve the forming of the financial task force under the direction of the EO/GM Alan Peterson by Secretary Chris Race. 2nd by Vice President Linda O'Brien. 4 Directors Approved, 1 Director Abstained. Motion carries.**

Agenda Item 3: Consider Approval for the Cardenas Variance. A Member asked for a variance for a 1998 mobile home that has been well maintained, both exterior and interior. The member would like an exception to the CC&Rs, requiring the mobile home to be five years or less when moved on the Fort. The Architectural Committee recommended a variance. This item was previously tabled once and denied twice. Treasurer Lisa Vale has brought this to the table and is asking to reconsider this vote as she feels she made an error in her last vote. Director Comments. Member Comments. **Motion was made to approve the variance with additional information to sign agreement to have repairs done within a year by Treasurer Lisa Vale. 2nd by Director Memo Guzman. 2 Directors Approved/3 Directors Not Approved. This Motion did not carry.**

Agenda Item 4: Consider Approval for Member Hunt Fees. EO/GM recommends the fee for the hunt to go up to \$165.00 for Members per year which will include one doe, each additional doe \$100.00, and access to blinds whenever Members would like to hunt. Non-Residents will be the same as last year. Director Comments. Member Comments. **Motion was made to approve the Residential Membership to stay at \$150.00 for a yearly pass with 2 does and Other Memberships will be \$165.00 for a yearly pass with 1 doe and each additional doe will be \$100.00 by Director Memo Guzman. 2nd by Treasurer Lisa Vale. Motion passed Unanimously.**

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Agenda Item 5: Consider Approval for Unit 1 Parking Fees. We have 15 parking spaces and residents have asked for additional spaces. EO/GM Alan Peterson's recommendation is \$20.00 per month per space. Director Comments. Member Comments. **This item has been tabled until further notice.**

Agenda Item 6: Consider Approval for Golf Tournament Fees. EO/GM Alan Peterson's recommendation is \$500.00 payable to the Fort for each Tournament for use of the Golf Course. Director Comments. Member Comments. **This item has been tabled until further notice.**

Agenda Item 7: Consider Approval for Golf Course Logo. Two logos were brought to the Board. Both with the State of Texas and a Golf Flag in the middle. One flag tipped and the other was straight up and down. **Motion was made to approve the Logo with the flag straight up and down by Director Memo Guzman. 2nd by Vice President Linda O'Brien. Motion passed Unanimously.**

Agenda Item 8: Consider Approval for Striping of Fort Clark and Scales Road, Parking Spaces. EO/GM Alan Peterson would like to get more bids for this. **Motion was made to approve up to \$6,000 for striping on Fort Clark Road, Scales Road and Parking Spaces by Director Memo Guzman. 2nd by Secretary Chris Race. Motion passed Unanimously.**

ANNOUNCEMENTS: Sept. 15 - Town Hall, 6 PM Board Room or Amphitheater

ADJOURN to Executive Session: 12:18 PM

RECONVENE REGULAR OPEN SESSION: 3:45 PM

Two Items for the Board of Directors to Vote on:

First Variance was to replace a fallen wall outside property line in Unit 1. **Motion was made to consider the Variance in Unit 1 by Director Memo Guzman. 2nd by Vice President Linda O'Brien. All 5 Directors Opposed the Variance. Motion does not carry.**

Next Variance was to request a cyclone fence to align with neighbors to enclose her permitted storage building in Unit 14. **Motion was made to consider the Variance in Unit 14 by Director Memo Guzman. 2nd by Treasurer Lisa Vale. All 5 Directors Opposed the Variance. Motion does not carry.**

NEXT REGULAR BOARD MEETING: Next meeting will be Saturday, August 20, 2022, Fort Clark Boardroom, 9:00 AM.

ADJOURNMENT: **Motion was made to adjourn the meeting by Director Memo Guzman. 2nd Secretary Chris Race. This Motion passed Unanimously.** The meeting was adjourned at **3:47 PM.**

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