

## Board of Directors

Fort Clark Springs Association, Inc.

Regular Meeting

Saturday, September 18, 2021



The Board of Directors of Fort Clark Springs Association Inc., met in a regular session on Saturday, September 18, 2021, in the Boardroom, Fort Clark Springs, Kinney County, Texas. The meeting was called to order at 9:01 a.m. by President Travis Huey. The following directors constituted a quorum: President Travis Huey, Vice President Linda O'Brien, Treasurer Bill Herman, and Director Memo Guzman. Secretary Robert Mumme participated in this meeting through Zoom. Also present was Executive Officer/General Manager, Alan Peterson and Executive Secretary, Julie Moreno.

**APPROVAL OF MINUTES** from Regular Board Meeting on August 30, 2021. **Motion to Approve Minutes by Treasurer Bill Herman; 2nd Vice President Linda O'Brien. Motion Approved Unanimously.**

**APPROVAL OF MINUTES** from Executive Session Budget Meeting on September 16, 2021. We discussed the Budget at a level which went into wages for personnel on the Fort. No votes were taken or decision made. We will be giving an overview and presenting the Budget today. **Motion to Approve Minutes by Treasurer Bill Herman. Motion Approved Unanimously.**

**SECRETARY'S REPORT:** Secretary Robert Mumme read correspondence from Megan Vale, Wandering Cats. Wandering Cats is a pending 501c3 nonprofit organization. Our mission is to reduce and improve the lives of the feral and free roaming cats in Kinney County through public education and TNR (trap, neuter, return). TNR is the most humane and effective way to reduce the feral cat population and is a tried and true method. Our community has an overpopulation of feral and free roaming cats that need to be addressed. Our goal is to end the cycle of kittens being born before it begins. I am asking you to sponsor one or more humane feral cat traps for our organization. We will put a plaque with your business name on the trap as well as a shoutout on our social platforms. The traps are estimated at \$86.00 a piece and are the TruCatch 30LTD model.

**TREASURER'S REPORT:** Treasurer Bill Herman reported for August, 2021:

- I. Total Cash on Hand as of September 16, 2021
  - A. Total Cash on Hand - \$738,404.65
- II. Breakdown of Restricted Fund
  - A. Letter of Credit - \$152,000.00
  - B. Owed to Preservation Fund - \$1,884.04
  - C. Available to Fort Clark Springs Association - \$336,104.39
    - a. Total Balance of Restricted Fund is \$402,300.26.
- IV. Motel Revenue
  - A. Room Count - 430
  - B. Monthly Income - \$28,898.00
- V. Member Services Report
  - A. Total Revenue Member Services - \$2,000.00
- VI. Collections Report
  - A. Total Collected Current Month - \$14,916.00

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- B. Total Collected Previous Month - \$16,647.00
- C. Total Collected Previous Year Comparison - \$11,690.00
- VII. Fort Clark Springs Association Profit and Loss / Balance Sheet
  - A. Current Month
    - a. Total Income \$207,103.08
    - b. Total Expenses \$166,009.22
    - c. Net Income / Loss Before Depreciation/Bad Debt \$41,093.86
  - B. Year-to-date
    - a. Total Income \$2,097,668.55
    - b. Total Expenses \$2,094,678.93
    - c. Net Income / Loss Before Depreciation/Bad Debt \$2,982.62
  - C. Balance Sheet Year-to-date
    - a. Total Assets \$1,189,811.34
    - b. Total Liabilities and Equity \$1,189,811.34

**EXECUTIVE OFFICER/GENERAL MANAGER REPORT:** EO/GM Alan Peterson reported that we have accomplished our first foreclosure. We have five more properties in the final states of foreclosure. Of the 1,884 memberships, only 122 of them are delinquent, which is 6.5% rate. The Golf Committee, Cash Letsinger, President Travis Huey and Executive Officer / General Manager Alan Peterson are working on an action plan to make the golf course more of an asset to the Fort. RV Park internet will be finished this next week. The Manager will finish painting and numbering the boxes. The Swim Park had a good summer. We have identified a lot of areas to improve. The Duck Inn was an asset and we've come up with a lot of new ideas to make it profitable for next year. Twenty-six rooms have been finished in the Barracks Inn. All rooms now have refrigerators, microwaves, dressers and coffee makers. We have a lot of DPS staying with us. Dickman Hall is going well. Security is going well, just need staff. Maintenance is starting to be proactive instead of reactive. We are on Quickbooks online. GolfNow is online with the Golf Course and is now able to make online reservations. Protel will be instituted sometime in October. Concierge Plus will be going live online sometime in October. Also, Accounting will be working with the new accounting company in October. Reviews and job performances are being done this week for all the Employees. Director Questions.

## COMMITTEE REPORTS:

**Airport Committee:** (Received after Board Meeting) We apologize that the August report was not sent - extenuating circumstances prevented that from occurring. During August there were two guest pilots that came to visit members for the day. In September, there were three member guests visiting, one was an overnight guest, and one was looking at the possibilities of living here. The airfield was mowed five times between August and September and continues to be treated for ants and mesquite. Year to date, approximately \$3,750.00 has been spent on airfield maintenance, lawn mower parts, fuel, ant poison and herbicide for the airfield. A request was made to have the overgrown area mowed by maintenance in October. It is mowed by the Fort twice a year, once in the Spring and once in the Fall. The light at the main hangar remains inoperable.

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**Architectural Committee - by Secretary Robert Mumme:** Number of Permits - 49, Number of Applications Received for Same Like Materials - 18, Variances - 3, Current Permits Requesting Board Approval - 3.

**Golf Committee - by Secretary Robert Mumme for Katie Brown:** The First Annual Couples Tournament was held on August 14th. Due to excessive heat, the turnout was low with just ten couples. Two places were paid out to the gross and net teams, both from Sonora. September 4th was the date set for the Kinney County Church Alliance Tournament. Due to the death of a well-known local man, and with the KCCA President conducting the funeral, it was rescheduled. The benefit tournament will now be held on October 30th with two man teams and lots of Halloween fun. The Church Alliance provides commodities in Kinney County and benevolence work benefiting many local families. During the Thanksgiving/Christmas seasons, they will be providing turkeys and hams to families in need. The 2nd Annual Ladies Las Moras Tournament will be held October 16th. There will not be an End of the Month tournament in either September or October as other tournaments will be held on those dates. Lastly, the Golf Committee paid for the machine to aerate the greens at a cost of \$811.00.

**Preservation Committee - by Secretary Robert Mumme for Phil Coburn:** We have decided to ask for bids on the hospital (Adult Center) to see where we are dollarwise versus funds available and then decide a course of action. We discussed maybe doing the armory instead of the hospital depending on funds available.

**Recycle Committee - by Secretary Robert Mumme for Helena McBride:** We have a new sign seen as you drive into the Recycle Center. Thanks to Clyde Westbrook for doing it. Also thanks to Philip Garcia and the Maintenance Department for cutting the weeds.

**Las Moras Restoration Project - by Vice President Linda O'Brien for Chris Hale:** All major structural repairs that were urgently needed to save the pool have been completed. These required more than \$30,000.00 worth of expenditures of money, material and labor, none of which came from the Association or from appeals to the Membership. About half of these costs were paid from two sources, the Coypu Foundation and the Jane Crane McVea Fund. Next, the Committee will turn to fixing some minor structural issues, as well as starting on some cosmetic improvements, for example, cracked sidewalks and resurrecting the vintage light poles. We continue to seek money from foundation sources.

**By-Laws Committee - by President Travis Huey:** This Committee is still on pause in the effort to open up our documents and to be able to change them.

**COMMUNITY COUNCIL REPORT:** No Report.

**OLD/UNFINISHED BUSINESS:**

**Tabled Item 1: Rules & Regulations Change - Dogs Barking.** All the resolutions have to be signed by all Directors. This has now been done and filed at the Courthouse. The language for this change should go out this month. **This item will continue to be tabled.**

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**Tabled Item 2: New Lease for Wastewater Treatment Area.** We have received from the City and MUD what they would like to propose to basically operate the irrigation system to exit fluent water from the Wastewater Treatment Plan. This is something we are continuing to work on. **This item will continue to be tabled.**

**Tabled Item 3: Reinstating Reveille and Taps.** We have not had time to look into this. **This item will continue to be tabled.**

**Tabled Item 4: Hunt Guidelines.** Policy Resolution 2021-02 - A Resolution Establishing Open Trails during the Fort Clark Springs Association, Inc. Hunt Program. BE IT RESOLVED by the Board of Directors of and for Fort Clark Springs Association, Inc. that no hunting shall take place between the bounds listed below, and that all trails in this area shall remain accessible to the membership during the Hunt Program. North Bound: US Highway 90, West Bound: Fort Clark Road, East Bound: State Highway 131, South Bound: Scales Road.

Policy Resolution 2021-03 - A Resolution Establishing Restricted Bow Hunting During the Fort Clark Springs Association, Inc. Hunt Program. BE IT RESOLVED by the Board of Directors of and for Fort Clark Springs Association, Inc. that no bow hunting shall take place within 100 yards of paved roads at any time.

Director Comments Member Comments.

**Motion was made to approve Policy Resolution 2021-02 and 2021-03 by Treasurer Bill Herman. 2nd Secretary Robert Mumme. Motion passed unanimously.**

**Tabled Item 5: Las Moras Springs Conservation Association Digital Information Sign - Lease Agreement.** At the last meeting, it was discussed to have a Town Hall to further understand the goals and how this will be organized. Las Moras Springs Conservation Association proposed to have this Town Hall on Tuesday, September 21st, 2021 at 6:00 p.m. in the Boardroom. **This item will continue to be tabled.**

## NEW BUSINESS/ACTION ITEMS:

**Action Item 1: Consider Approval for Employee Health Insurance (BCBS).** Troy Persyn from Persyn Solutions presented the proposed Employee Insurance for 2021-2022. The Blue Cross Blue Shield insurance increased by 4.03%. The percentage proposed will be 70% for the Fort, and 30% for the employee. Plus, employees will be eligible for a \$10,000.00 life insurance policy with no cost to them. It will cost the Fort less than \$100.00 per month for all eligible employees. **Motion to Approve the Blue Cross Blue Shield Health Insurance Plan at 30% paid by the Employee and 70% paid by the Fort, plus the \$10,000.00 life insurance benefit for each eligible employee by Treasurer Bill Herman, 2nd Vice President Linda O'Brien. Motion passed unanimously.**

**Action Item 2: Consider Approval for 2021-2022 Budget.** Executive Officer/General Manager Alan Peterson reported the Revenue areas are The Barracks Inn, RV Park, Golf Course and the Hunt. The Homeowners Association areas are Administration, Maintenance, Security, Homeowners Services and Recreation. Administration will bring in a net income of about \$374,000.00 for the year. Maintenance will be a cost of about \$374,188.00, Security will be a cost of \$281,337.00, Homeowners Services will be a cost of \$10,448.00, and Recreation will be a cost of \$67,265.00. The profit and loss for the HOA areas is about \$359,026.00. The revenue areas to offset the cost of the HOA would be the Barracks Inn which will create an income of about \$147,861.00. This year we have expensed all of our capital items in our operations

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budget. The RV Park will have an income of \$284,000.00, Expenses \$91,775.00, Total Net Income \$126,042.00. The Golf Course will have an income of \$150,650.00, but will lose about -\$85,000.00 this year. The Hunt will have an income of \$131,000.00, Expenses \$10,500.00, Total Net Income \$120,500.00. These four areas will contribute \$309,237.00 through the operations of the HOA. The profit and loss shows a net loss of -\$49,789.00 in paper loss, not including depreciation. Mr. Peterson also read his short term gains results. President Travis Huey stated that we have a \$360,000.00 deficit. One of our increases is the insurance rates and we need to look into why it has been raised and what can we do about it. Per Mr. Peterson, we are working on a Lost Prevention Program that should help with the liabilities. Director Comments. Member Comments. **Motion to Approve the 2021-2022 Budget presented by the Executive Officer by Secretary Robert Mumme. 2nd Treasurer Bill Herman. Motion passed unanimously.**

**Action Item 3: Consider Approval for CPI Adjustment to Assessments.** President Travis Huey read the Declaration of Protective Restrictions, Part V Assessments, Section 2(a) Regular Assessment, and Section 2(b) Improved Residential Assessment. Filed March 28, 2017, Kinney County, Texas. The proposed increase for 2021-2022 per CPI would be 5.4%. Owner/Charter/FRM would go up \$2.21 per month. Residential would also go up \$2.16 per month. This would give the Fort approximately \$68,328.00 more in income. Director Comments. Member Comments. **Motion to Approve the Assessment Increase based on CPI by Secretary Robert Mumme. 2nd Treasurer Bill Herman. Motion passed unanimously.**

**Action Item 4: Consider Approval for Property and Casualty Insurance.** This item is in the budget approved at \$290,000.00. The liability and umbrella insurance went up because of two existing lawsuits. Director Comments. **Motion to Approve the General Liability Insurance as presented by Secretary Robert Mumme. 2nd Treasurer Bill Herman. Motion passed unanimously.**

**Action Item 5: Consider Approval for the Election Committee.** The following have volunteered to be on the Election Committee: Ann Barron, Frances Bitter, Sandra Hagen, Ava Martinez, Barbara McFadden and Constance Kilgore as the Alternate. Secretary Robert Mumme has asked the Board to appoint another Board Member to oversee the election process as he is planning on being a candidate. Director Memo Guzman has been appointed to oversee the election and fill-in for Secretary Robert Mumme. **Motion to Approve the Election Committee and to Appoint Director Memo Guzman for Secretary Robert Mumme by Treasurer Bill Herman. 2nd Vice President Linda O'Brien. Motion passed unanimously.**

Sandra Hagen has volunteered to be Election Chairperson. No other nominees. **Motion to Approve Sandra Hagen as Election Chairperson for 2022 by Treasurer Bill Herman. 2nd Secretary Robert Mumme. Motion passed unanimously.**

**Action Item 6: Consider Approval for Contest in Fort Clark Dispatch.** A proposal was made by Executive Officer/General Manager Alan Peterson for a contest in the Fort Clark Dispatch to get more exposure through the Membership. A scavenger hunt was brought up with prizes to be a possible one/two month assessment or a Hunt. All people who find the items will be entered into a drawing to win the prizes. Director Comments. **Motion to Approve the General Manager to determine the prizes for the Contest in the Fort Clark Dispatch excluding Board Members and Employees of the Fort by Secretary Robert Mumme. 2nd Treasurer Bill Herman. Motion passed unanimously.**

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**ANNOUNCEMENTS:** Town Hall with Alan Peterson, Wednesday, September 22, 2021 at 6:00 p.m., Board Room. October Events: Pumpkin Patch, Health Fair October 23rd, Ghostly Tours October 29 and 30, Halloween Golf Cart Parade October 30, 2021.

**ADJOURN to Executive Session:** 11:20 AM

**RECONVENE REGULAR OPEN SESSION:** 12:45 PM

**Motion to Approve Initiation of the Lawsuits for foreclosure as Listed by Treasurer Bill Herman. 2nd Director Memo Guzman. Motion Approved Unanimously.**

**NEXT REGULAR BOARD MEETING:** Next meeting will be Saturday, October 16, 2021, 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 12:47 PM. **Motion made to Adjourn Meeting by Treasurer Bill Herman. 2nd Director Memo Guzman. Motion passed unanimously.**

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