

## Board of Directors

Fort Clark Springs Association, Inc.

BOD Regular Board Meeting

Saturday, August 17, 2024



The Board of Directors of Fort Clark Springs Association Inc., met on Saturday, August 17, 2024, in the Boardroom, Fort Clark Springs, Kinney County, Texas. The meeting was called to order at 9:00 am by President Lisa Vale. The following directors constituted a quorum: President Lisa Vale, Vice President Guillermo Guzman, Secretary Tony Hackebell (Remotely), Director John Wylie, and Treasurer Jason Long. Also present was Executive Director/ General Manager, Charlena Cavender and Executive Secretary Cassie Reyes.

**APPROVAL OF MINUTES:** Minutes from July 20, 2024 were presented for approval. John made the motion to approve. Memo seconded the motion. All directors voted unanimously to approve.

**SECRETARY'S REPORT:** No correspondence was given in the month of July.

**TREASURER'S REPORT:** For the month July FCSA received 2250 in transfer fees. 10 transferred and new FRM's and 2 charter givebacks. Motel MTD is down from 37,000 to 12,000 from last year. The bank accounts are still sitting at just over a million dollars of total assets. We are up on our assessments this month.

**GENERAL MANAGER'S REPORT:** Office Staff: This month we have collected 15 thousand in delinquent accounts. We are currently training a new employee part time for the office as Faith has gone off to college. We have begun working on our member imports into the new HOA program Buildium. Before this can be done, we are reconciling all our lots and properties to make sure that that matches with our records and the records of the appraisal system. B. Maintenance: Our landscaping crew is working out well. The striping machine is not working out as anticipated, so we are looking at other options. I will communicate this when we have found a solution. I have taken inventory of the traffic signs and will be working on a replacement plan as I mentioned last meeting, and this will be put into the new 2025 budget. We are watering the trees, but not at a specific time as this is contingent upon the bodies that we must have to do this. C. RV Park: The RV gates have been repaired, but there is a little more work to finish and complete to my satisfaction. We are expanding the area of the trash trailer which I spoke about at our last board meeting, but we will work on this when the weather is cooler. E. Security: We recently hired 3 full-time employees, and we are working on hiring a part-time employee. A few of these employees will be floaters who will fill in at the office, RV park and Pro-Shop. We're working with Tom Kovacs about potentially replacing the floor instead of uniforms due to the fact that there is always employee turnover. We are working on replacing the cabinet where the guards verify incoming traffic. We recently purchased a key cabinet with a lock and code for security purposes and this has been installed. F. Golf course/Greens: A manager in training has been hired at the Pro-Shop Heather Amidon who lives on the fort, and she will be taking Megan's place after Megan leaves in February. Maintenance will now be working on weekends to support the course. The pump is working great, but due to the amount of pressure it puts out it is clogging all our sprinkler heads with debris. Philip and a tech will be going out to the polishing pond 8.18.2024 with a tech with the backhoe to clean out around 30 years of built-up sediment, to stop the clogging of the sprinkler heads. Currently we are manually watering due to this issue. David Mann has removed the railroad ties at the Pro-Shop as they were falling apart and he will sod that area, so it looks more appealing. Last item for the finishing items for the Pro-Shop is to paint the outside of the building. G. Volunteer Support: David Mann and I scoped out some much-needed work at the motel and there will be more to come on that. All the patio tables have been completed 10 of them and they are beautiful. He has fixed all the market lighting, so you can enjoy the ambiance at night when you are outside enjoying a drink and great friends. He fixed the AC in the green room. There was a leak by the fence near our front door that he fixed, and he will be working on more items as well. Warren and John finished the bar at the commissary, and it turned out beautiful. H. Vendor work: Nat started working on the fence in the front of the fort and had to order material so this was delayed a little. We also found a portion of the fence near the rendezvous park that has fallen, and I just received a bid for that, and I will send it up to the board for review. I. Events: Farmers/Artisans Market Aug. 3rd. Dirt Road Pizza will be here (we are extremely excited). We will be selling margaritas/mimosas and beer. We will have fresh produce. We will also have it cooler on the inside of the commissary. Youth Hunt for members the first and last weekend of September. Ghostly Tours/Fall Festival/Farmers Market/Halloween. We are heavily planning with Community Counsel and this event will be the best that the fort has seen, this will be held on November 1st and 2nd, I will say, it will be awesome.

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October 31st, there will be an outdoor movie at the Pro-Shop on the patio and margaritas which Daniel will be serving, more to come. The farmers' market was an enormous success, and we made a profit of \$480.00. I have also been told by vendors that they have done well. We are currently working on portable ACs for next year. Due to the other events that we are planning, our Farmers Market will resume next year in April 2025. Other items to note: As a reminder, when tree branches break and hit vehicles and members asking if our insurance will cover this. The answer is no as our insurance does not cover acts of nature. You will need to reach out to your own insurance company.

### COMMITTEE REPORTS:

**Airport Committee -by Stan Martin:** The airport was thoroughly mowed and treated for mesquite and ants. Two member guests landed at the airport for day trips. One of our long-time pilots, Ray Goodson, recently passed away. Ray was a highly decorated military pilot and experienced private pilot who was instrumental in establishing current airport operations. Ray served as the first Fort Clark Springs Airport Committee Chair, advocating for and ensuring safe aircraft operations in our community - he will be greatly missed. A tour of the airport and explanation of operations was conducted with the General Manager, and the lock was changed at the airport gate. This lock was changed because of the growing number of people accessing the airport without authorization or contractual agreement with FCSA. The GM, security and airport operators have the gate code. The new lock was recently cut by a member who did not have access to the airport - security and management are addressing this issue. Any individual who wishes to access the airport must contact either a member of the airport committee, security or the GM. A sign on the airport gate has the phone number for security.

**Architecture Committee - by Frances Bitter:** Since July 20 we have approved 5 permits. We are working with one member on a possible variance request concerning. We continue to work on violations.

**Golf Committee - Emailed in by Katie Brown:** The Golf Committee reports that we will be assisting KCCA with their 10th annual golf tournament October 12th. This tournament pays for commodities in Kinney County, benefiting nearly two hundred families and seniors. The Church Alliance is an interdenominational organization that provides money for emergencies; funds the commodities food distribution program, helps with utility bills and other dire emergencies that may occur in our community. In addition, they sponsor community prayer gatherings and support our local Christian youth organizations. We are planning another Shrimp Boil Tournament. More specifics to come. This tournament is for the sole benefit of the golf course. Hope everyone is having a great summer!

**Preservation Committee - Submitted by Constance Kilgore:** Please note the Preservation Committee will not hold a regular meeting until September.

**Recycle Committee - by Helena McBride:** One bag of sneakers was shipped, awaiting a check. Thanks to Methodist Red Door for donating some sneakers. In a few weeks, we'll be shipping a load of bales and boxes. The forklift is leaking a small amount of hydraulic oil but is usable. I'm writing the final report for the TX Recycles Day grant of \$ 10,000 that helped to purchase our storage building. We'll close Saturday August 31st for the Labor Day weekend.

**COMMUNITY COUNCIL REPORT-** Community Council is on vacation until September 14<sup>th</sup>. The Community Council takes off for two months in the summer. We are working hard towards Fort Clark Days during this time as well, always trying to have other fundraisers to help with finances to make Fort Clark Springs better. We also have our Raffle going till August first. We will report back after our September 14<sup>th</sup> meeting on you all's regular Board of Director meeting in September.

### EMAIL VOTES:

**Email Vote 1: Fence Repair on Hwy 90-** Motion to approve repair of fence at front of the Fort by Nat Terrazas Fencing in the amount of \$4000 with \$1500 coming from insurance company to partially offset cost. **Motion Made By: Lisa Vale. Vote to have email vote: 5 votes - Yes Vote on motion: 5 Votes - Yes. Motion passes.**

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**Email Vote 2: Preservation Funds - Repairs to exterior of Fort Museum-**Motion to approve \$2400 from Historical Fund for repairs on exterior of Fort Museum.**Motion Made By: Tony Hackebeit. Vote to have email vote: 5 votes - Yes. Vote on motion: 5 Votes - Yes. Motion passes.**

**Discussion/ Action Items:**

- **Common Property Alteration- Removal of Golf Course Moguls on Hole 1-** Item will be tabled due updated last minute information.
- **Discussion on Non-Performing Lots Regarding Ballots/Elections** - Jason explained the 1,100 membership lots that are further out in the property were made inactive 20+ years ago. After searching, no paperwork has been able to be located as to when this was instituted and why. This has caused billing for membership fees and voting during elections to stop. The discussion is to point out that the board is trying to figure out a way to correct this in the new Buildium software, so that these members are able to receive ballots in the upcoming elections.
- **Tax Protest Update-** An update was given by John for the tax protest. The Appraisal Review Board voted against FCSA. The board has decided to keep moving forward with the appeal.
- **TCEQ Bond-** A discussion was had to explain the surety bond held by Bank and Trust was moved to Amistad Bank for a better interest rate.
- **Buildium Update-** An update was given by Jason on the progress of Buildium. Currently matching up lots to the old system. After financial information is matched, it will be input into the system as well. Research will continue with the 1100 inactive accounts and decisions on how those will be handled in the new system will be finalized.

**ADJOURN to Executive Session:** 10:26 am

**RECONVENE REGULAR OPEN SESSION:** 1:47 pm

No decisions were made. Just discussion

**NEXT REGULAR BOARD MEETING:** Next regular meeting will be, September 21, 2024, Fort Clark Boardroom, 9:00 AM.

**ADJOURNMENT:** The meeting was adjourned at 1:48 PM.

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