

**Minutes of the
White Bluff Property Owners Association Meeting
Location: White Bluff Conference Center
Date: July 20, 2019**

1. Call to Order

- a. The meeting was called to order at 9:00 AM by Leonard Critcher, WBPOA Board President.
- b. A quorum was confirmed by Jim Fletcher, Board Secretary. Board members in attendance included Leonard Critcher, John Bass, Jim Fletcher, Jeff Williams, Joe Manders, Mike Ellis, Jay Elder, and Roy Miller. Marshall Snyder was absent, but assigned his voting proxy to Jeff Williams.

2. Executive Session

No executive session was held.

3. Open Forum

Persons in attendance were invited to discuss agenda items and to ask questions of the Board. No one presented any discussion or asked questions.

4. Agenda/Discussion Items

a. Seating of Elected Board Members

Leonard Critcher officially seated Roy Miller, Marshall Snyder, and Jeff Williams, the three board members elected for three-year terms at the May 2019 Annual Meeting.

b. Election of Board Officers – John Bass, Board VP

The following board members were nominated and elected to serve as officers for the next year.

- Leonard Critcher – President
- John Bass – Vice-President
- Jim Fletcher – Secretary
- Jeff Williams – Treasurer

c. Ratification of Board Actions (See the attached list in Appendix A and Appendix B).

Jim Fletcher moved and John Bass seconded a motion to ratify the Board's actions taken in work sessions and via email votes between December 27, 2018 and July 20, 2019. The motion passed on a voice vote.

5. Implementation and Modification of Previous Comp Program

- a. **Comped Golf** - President Critcher briefly summarized the prior comp program for White Bluff officials. John Bass moved and Mike Ellis seconded a motion to grant 36 comp golf rounds with cart fees for the following:

- Board members
- ACC committee members
- The minister at White Bluff Chapel
- The POA General Manager and the Amenities Manager
- The Golf Course Superintendent
- The White Bluff VFD Chief

The motion for comped golf passed on a voice vote without opposition.

- b. Comped Dining** – The POA General Manager and the Amenities Manager will receive comped dining and White Bluff facilities as part of their compensation package. Board members will receive a 20% discount. The motion passed with Mike Ellis and Jeff Williams voting no.

6. Policy for Renting Rustic Pool and Pavilion on Holidays

Jeff Williams moved and Jay Elder seconded a motion to charge \$750 for a full day of rental for the Rustic Pool and Pavilion on holidays. The motion passed on a voice vote.

Mike Ellis introduced a motion and Jay Elder seconded to restrict use of the Rustic Pool to adults 21 and older after 2:00 PM. The motion passed on a voice vote. This restriction does not apply on days the pool is rented.

7. Naming of the Old Course Pavilion

a. The Danny Morrow Memorial Pavilion

Jeff Williams moved and Roy Miller seconded a motion to name the Old Golf Course Pavilion the Danny Morrow Memorial Pavilion. The motion passed the motion unanimously on a voice vote.

b. Committee to Raise Funds

Tom Robinson will head the committee tasked with raising funds for signage, landscaping and refurbishing of the Old Course Pavilion.

8. Establishment of a New, Non-Voting Board Position

Leonard Critcher began a discussion of possibly creating a new, non-voting position on the Board of Directors. The immediate past president would serve for a term of one year unless requested by the Board to continue to serve. Roy Miller moved and Mike Ellis seconded a motion to ratify this proposal. The motion passed on a voice vote with Jay Elder and Jim Fletcher voting no.

9. Dissolution of the Advisory Committee

President Critcher briefly explained the past role of the Advisory Committee and suggested the Board should discuss its dissolution. John Bass moved and Jeff Williams seconded to dissolve the committee. The motion passed unanimously via voice vote.

10. Conversion of Pools to Saltwater

Bill Finney, POA General Manager, explained the current maintenance problems with high acid levels in the POA pools and summarized possible solutions. Conversion to saltwater is one possible solution to the high acid levels. Companies will be providing bids for conversion to saltwater as well as projected cost savings. The Board delayed action on this item until the information is received for review and consideration.

11. Rules for Golf Carts and ATVs on White Bluff Roads

Golf carts and ATVs driven on White Bluff roads must display an SMV (slow moving vehicle) placard on the rear and be equipped with a rearview mirror. Those operating in low light conditions must be equipped with operating headlights and taillights. Jeff Williams moved and Jay Elder second to adopt these rules with a 60-day grace period that will permit operators to acquire and install this equipment on their equipment that is not currently equipped as required by this rule. The motion passed unanimously on a voice vote.

12. 2019 and 2020 Policy on Property Owner Comped Golf Rounds

- a. Jeff Williams moved and Roy Miller seconded a motion to grant property owners 36 comped golf rounds per year for 2019 and 2020, and multiple lot owners will receive a maximum of 72 comped golf rounds each year. Property owners may begin using these rounds as soon as the New Golf Course opens. President Critcher noted that a property owner must be current in the payment of his or her maintenance fees to use these comped rounds. The motion passed unanimously via voice vote.
- b. John Bass moved and Jim Fletcher seconded a motion to permit property owners to use their comped golf rounds for their guests. The motion passed unanimously on a voice vote.

13. Renovation of the Old Golf Course Pro Shop Complex

The Board opened a discussion regarding the renovation of the Old Course Pro Shop Complex. However, no decisions were made on this item. It will be discussed in more detail at the next Board workshop.

14. Sale of POA-Owned Lots on White Bluff Drive

Roy Miller asked about the possible sale of the lots owned by the WBPOA on White Bluff Drive, or possible use of this land for a hotel or condos. No specific plans or decision regarding the use of this property was made at the meeting.

15. Adjournment - Leonard Critcher, Board President

The meeting was adjourned at 10:05 AM by President Critcher.

APPENDIX A
Ratifications Needed for WBPOA Board of Directors Actions
Taken Since the December 27, 2018 Meeting

2/22/19 Board Workshop

1. Approved \$1,983.00 for roof repairs on the 100 series docks of the White Bluff Marina.
2. Approved a 3% pay increase for employees.
3. Approved a pay increase for Chief Dave Sanders from \$16.90 to \$18.50 per hour.
4. Adopted a rule that all golf carts must remain on the golf course cart paths.
5. Approved an optional program for timeshare owners in White Bluff to pay \$525 every six months for full access to all White Bluff amenities and 36 rounds of golf per year.
6. Approved total expenses of \$206,500 for the renovation of Mulligan's.

4/01/19 Board Workshop

Approved hiring Thomas (Tom) Hemmer as Food and Beverage Manager.

4/05/19 Board Workshop

1. Approved budgeting up to \$50,900 to pay Weathercoat, Inc. for restoration of the roofs on the Old Course and New Course cart barns, and the golf course maintenance building.
2. Approved \$3,000 for outdoor furniture and planters around Mulligans.
3. Approved one half (\$13,550) of the \$27,100 needed by White Bluff VFD conditioned on the VFD matching the other half of funds needed for the purchase of new bunker gear for the firefighters. The WBPOA funds will be a one-time allocation from the long-term equipment replacement fund created for the White Bluff VFD from the \$100 annual occupancy fee paid by White Bluff homeowners.

4/23/19 Board Workshop

1. Approved Meadowmore Condo Association tapping into the WBPOA golf course water supply line. The Meadowmore Condo Association will pay for a water meter and a \$50 monthly meter reading charge by the WBPOA and for the quantity of water used each month. Watering times for Meadowmore will be restricted to avoid interference with golf course watering. Greg Fjelland will coordinate with the condo association to set this restricted watering schedule.
2. Approved a one-time only waiver of late fees, penalties, and interest for delinquent property owners if payment arrangements are made to bring maintenance fee payments current within 60 days of notification of this program. All late fees must be paid in full within one year.
3. Approved policies proposed for the WBPOA by Associa, the new association management company.
4. Approved \$1,225 to pay the water rate attorney for recent work completed on the water and sewer rate case.

6/27/19 Board Workshop

1. Appointed the ACC Appeal Committee

The Board appointed the members of the ACC along with Board member, Mike Ellis, to serve on this committee. This committee will hear all appeals of actions made by the ACC. Moved by Jeff Williams. Seconded by John Bass. Passed unanimously.

2. Approved the Marina Committee's recommended charges for guest boat slips. Also approved a one-hour maximum occupancy of the uncovered slips. A sign indicating this restriction will be posted, and Security will monitor. Moved by Jay Elder. Seconded by Jeff Williams. Passed unanimously.

3. Adopted a policy the POA will no longer mow lots along White Bluff Drive beyond the POA Right of Way. Moved by Jeff Williams. Seconded by Jay Elder. Passed 5 to 2.

4. Adopted a policy for property owners who own a lot and a time share not to be required to pay an access fee for their time share interest. Moved by Jay Elder. Seconded by Joe Manders. Passed unanimously.

APPENDIX B
Ratifications Needed for WBPOA Board of Directors Actions
Via Email after the December 27, 2018 Meeting

Each of the following items was approved by a unanimous vote of the nine members of the WBPOA Board of Directors via email.

1/6/19 Approved:

Change order #3 in the amount of \$21,527.74 to increase the total amount authorized for the renovation of Mulligan's (formerly the Trophy Grill) by Royal Renovations, Inc. of Dallas, Texas, to \$55,295.43.

1/11/19 Approved:

The purchase of five new doors for Mulligan's at a cost not to exceed \$20,000.

1/14/19 Approved:

Leonard Critcher, President of the WBPOA Board of Directors, to sign the new management contracts with Associa and ARCIS on behalf of the WBPOA.

1/19/19 Approved:

Direct TV installation of four receivers in Mulligan's and one in the Pro Shop of the New Course Clubhouse at a one-time cost \$1656.07, and the payment of a monthly fee in the amount of \$164.99 plus fees and taxes.

1/22/19 Approved:

\$250.00 plus two hours of labor to move the pool heaters from Ash Pool to Rustic Pool.

1/23/19 Approved:

A total of \$23,000 to remove dead trees and grind stumps on both courses.

1/22/19 Approved:

\$1917 to purchase OSHA compliant tubing to transmit the compressed air from air compressors in the WBPOA maintenance shops.

2/2/19 Approved:

The purchase of IT hardware in the amount of \$22,455 to support Phase I of the communications system that will service the New Course Clubhouse and POA Administration Building.

2/3/19 Approved:

Service agreement with We Scan ID's to verify WBPOA compliance with TABC (Texas Alcoholic Beverage Commission) private club license requirements.

- \$249 for 1st license location and \$149 for each one thereafter for initial license fee, installation setup, training and support. The POA will have four (4) location licenses that include the New Course (Mulligans), Old Course, Lighthouse and the Marina. Total cost will be \$696.
- The rate per location license is \$125 per month. When all four locations in are in operation, the total cost will be \$500 monthly.

2/14/19 Approved:

\$2,500 per golf course for a total of \$5,000 for GLK Solutions of San Antonio to complete root pruning around each green to help alleviate issues with tree roots expanding into the greens' cavities.

2/20/19 Approved:

\$3,150 to apply pre-emergent herbicide for weed control at the all the WBPOA amenities including:

- Lone Star Room and Cascade Pool
- Lighthouse
- Spa and Conference Center
- Rolling Oaks Mail Center and Tennis Court
- Waterfall Pool
- Live Oak Pavilion
- Bear Creek R.V. Park
- Quail Run R.V. Park
- Administration Building
- Golf Drive Mail Center
- Rustic Pool and Log Cabins
- Bluff Point Condos
- Marina Market
- Ash Pool and Mail Center
- Trailwood Tennis Courts

2/20/19 Approved:

\$20,000 for the semi-annual WBPOA contribution to the White Bluff Volunteer Fire Department.

2/21/19 Approved:

Expenditure of up to \$2,200 for services to be provided by Vote HOA Now for the upcoming proxy campaign and annual election.

3/4/19 Approved:

101 Pest Control to be contracted to provide pest control services for WBPOA-owned facilities at a cost of \$425.04 + tax on a 1-year agreement with auto renew. After one year the POA may withdraw from the commitment at any time.

3/5/19 Approved:

William Torman and Benjamin Keith to serve as members of the TABC Membership Committee.

3/6/19 Approved:

Authorize up to \$36,003.22 to ARCIS IT to pay initial IT startup costs for WBPOA facilities and amenities, and payment for Software Licensing of \$1095.00 per month to support ongoing operations.

3/12/19 Approved:

Person(s) found riding ATVs, golf carts, other motorized vehicles on golf course greens, in sand traps or otherwise physically damaging the courses will be subject to a minimum fine of \$2,500 and the cost of repairing said damage. In addition, a fine will be added equal to the loss of revenue to the POA including, but not limited to, loss of green fees, cart rental, beverage and food sales. Person(s) will also be prosecuted to the fullest extent of the law.

3/14/19 Approved:

Approved raising Juan (last name?) pay to \$16.00 per hour. Juan is the golf course irrigation specialist.

3/14/19 Approved:

The purchase of bronze door handles for Mulligan's and the New Course Clubhouse entrance doors at a total cost of \$750.80.

3/20/19 Approved:

Contracting with RECON Services to repair wind storm damage to the marina docks.

3/20/19 Approved:

Payment to Duane Dauphin for his unused PTO.

3/22/19 Approved:

Awarding the contract to replace the AC unit in the New Course Pro Shop to Sims Air Conditioning for an American Standard (Trane) 4-ton heat pump system at a cost of \$5,195.

3/26/19 Approved:

Awarding the contract to replace the AC unit in Cabin #908 to Sims Air Conditioning for a Lennox unit at a cost of \$3,489.

4/01/19 Approved:

Fines for speeding in White Bluff as follow:

Any violation over 10 miles per hour, 1st offense is a written warning and the second offense and all subsequent violations would result in an appropriate citation/fine. Anything over 15 would be the appropriate citation/fine, no warning.

\$15.00	Speeding 5-10 mph over posted limit
\$30.00	Speeding 11-15 mph over posted limit
\$50.00	Speeding 16-20 mph over posted limit
\$75.00	Speeding 20 mph or more over posted limit

4/24/19 Approved:

Based on the recommendation of the WBPOA insurance agent, approved increasing the insurance coverage for the Lighthouse Restaurant and Bar from \$575,000 to \$650,000 per year at a cost of \$330.00 per year additional premium.

4/26/19 Approved:

Permitting Chef Tom to stay in one of the WBPOA log cabins for a period of up to one month to enable him to devote full-time efforts to preparing Mulligan's for opening.

4/26/19 Approved:

Awarding Weathercoat a contract in the amount of \$40,500 to seal the roofs of the Maintenance Barn, Old Course Cart Barn and New Course Cart Barn.

5/3/19 Approved:

\$1,000 for signage updating and replacement on the golf courses.

5/9/19 Approved:

\$900 to have all of the black removed from the exterior stone and stone treated at the New Course Pavilion, and \$600 to have the pavilion and side patio chemically treated and power washed to look like new including the walkways down to the parking lot area as well as the front entrance.

5/27/19 Approved:

Fines for damaging White Bluff POA golf courses:

Driving motorized vehicles on the cart paths-

- > First offense- \$500
- > Second Offense- \$1,000
- > Third+ Offense- \$5,000

Driving motorized vehicles on fairways, greens or sand traps-

- > First Offense- \$2,500 plus costs of any repairs and prosecution
- > Second Offense- \$5,000 plus costs of any repairs and prosecution
- > Third+ Offense- \$10,000 plus costs of any repairs and prosecution

Driving personally-owned golf carts or non-motorized vehicles on the cart paths-

- > First Offense- \$250
- > Second Offense- \$500
- > Third+ Offense- \$1,000

Driving personally-owned golf carts or non-motorized vehicles on fairways, greens or sand traps-

- > First Offense- \$1,000
- > Second Offense- \$2,500
- > Third Offense+- \$5,000

Damaging any golf course property by any means-

- > Same as #2 above

5/29/19 Approved:

- \$23,490 for the following repairs to the Lighthouse Restaurant:
 1. Removed and replaced siding on tower of Lighthouse restaurant
 2. Clean and seal stone on tower & front of building
 3. Paint exterior of tower as per instructions
 4. Remove and replace faux beams on interior of tower
 5. Patch all sheetrock/texture in tower and ceiling adjacent to tower
 6. Prime & paint walls of tower and ceiling adjacent to tower

7. Remove all construction related trash

- A policy prohibiting ATV's, Motorcycles, Personal Golf Carts, and Dirt Bikes on Golf Course Property including cart paths at ANY time whether golf courses are open or closed.

6/10/19 Approved:

Payment for the manufacture and installation of three new signs for the White Bluff Marina recommended by the U.S. Army Corps of Engineers to warn sail boats with high masts that are launched during high water events regarding power lines traversing the lake.

- 1 at the Ramp,
- 1 on WB Drive midway down the hill below the Marina Market
- 1 at the Northern entrance (top of hill on WB Drive) to the Marina

6/12/19 Approved:

Up to \$3,500 to purchase a new walk-in freezer for Mulligans.

6/14/19 Approved:

\$6,000 per year lease change for Toro sand trap groomers that will function in the newly configured sand traps on the golf courses.

6/21/19 Approved:

\$5,000 to pay Sagrillo Consulting of Dallas for consulting services during the renovation of Mulligan's.

6/25/19 Approved:

Covered Marina Courtesy Slip Fees:

White Bluff Property Owner

- a.) Non-Holiday per day - \$ 15.00
- b.) Non-Holiday per 3 days - \$ 40.00

Non-Property Owner

- c.) Holiday per day - \$ 20.00
- d.) Holiday per 3 days - \$ 50.00

Uncovered Marina Courtesy Slip Fees:

Property Owner and Non-Property Owner

- a.) Non-Holiday per day - \$ 10.00
- b.) Courtesy Parking up to 1 hour - No Charge

Property Owner and Non-Property Owner

- c.) Non-Holiday per day - \$ 10.00
- d.) Courtesy Parking up to 1 hour - No Charge

NOTE: The Marina Committee will address four additional categories of fees that include holidays and non-holidays for property owners and non-property owners.

6/28/19 Approved:

\$3,500 to purchase, install, and program a new main control board for the toll tag gate at the entrance to White Bluff.