

**PADRE ISLES PROPERTY OWNERS ASSOCIATION,
REGULAR MONTHLY
BOARD OF DIRECTORS MEETING
January 23, 2017**

Meeting Minutes

1. CALL TO ORDER-All board members present
Brent Moore, Leslie Hess, Carter Tate, Jack Sharlow, Darrell Scanlan, Nancy Tressa, Marvin Jones-Meeting called to order at 5:30 PM
2. RECEIVE CONFLICT OF INTEREST STATEMENTS None
3. MEMBER COMMENTS
Ted Mandel-Thanked the board for their service. He addressed concerns for term limits and the election process. He also believes an outside auditor should be involved with the election and commented about proxies.
Nick Colosi-Shared his concerns about the Meet the Candidate cards used for questions for the candidates and that old cards should be destroyed.
Marta Sprout-Commented that we should stop wasting PIPOA money. She suggested that we implement the Election Procedures that Marvin Jones has put together. She commented that it is an unfair advantage having the current board members running for office on the ballot twice. Marta addressed term limits and wanting fair elections.
John Weis-Stated that we could get rid of a compliance officer and keep the library. He addressed needs for criminal background checks.
Doreen Kinkel-Shared a principle from a book called Managing From the Heart.
Vicki Marsden-Stated she would like the Hurricane Plan to have more informative with exact things we need to do. She would like to see a rotation with questions at the next Meet the Candidate meeting instead of her being first each time, others had more time to come up with an answer.
Tom Cable-Tom displayed his pin map with an identifying system of infractions. Tom discussed parking issues, vehicles and trailers.
Joe Allsopp-Discussed anger with the board, stating it is not personal, she said she wouldn't know them if she ran over them with her car. Don't take things personally.
Michelle Jeffers-Stated she brought an issue to the board concerning the POA's Whistle Blowers Policy. She brought an issue to the board in September and did not receive a response to her concern. Also, she stated that the board called out a member in a public meeting not following confidentiality.
4. BOARD COMMENTS
Jack Sharlow-Thought it would be easier to read if Tom Cable would provide information as to what each pin color represented on his chart.
5. EXECUTIVE DIRECTOR REPORT: (The Board will receive a report from the Executive Director on topics of importance since the previous meeting.)
 - A. Town Hall Meetings dates for the PIPOA have been set:
4/18/18 7/18/18 10/17/18 12/12/18
 - B. Winter Newsletter-Has gone out, it would save the POA if we had more email addresses and could send it out by email instead of the Postal System

- C. Ballot-Candidate Order
Vicki Marsden
Kay Walker
Nick Colosi
Nancy Tressa
J.R. Miller
Marta Sprout
Leslie Hess
- D. Board Candidate Meet and Greet dates set for January 18, 2018 and February 15, 2018, 6 PM to 7:30 PM at the Island Presbyterian Church, 14030 Fortuna Bay
- E. The POA would like to remind candidates to ensure their signs are posted in approved areas. I would like to state that we have not removed any campaign signs and we don't want to. Signs need owner approval and need to be 10 foot from the curb. Signs can not be in any of the POA's common areas.
- F. CPA- We have been declined by 4 local agencies, securing the names of at least 3 firms out of San Antonio
- G. Library Relocation-The library has not been closed, it has been relocated and downsized there will be over 300 books available after we downsize.
- H. Electrical work for aerators will be completed soon, the aerators have been ordered. It is estimated that the aerators should be back in working condition in February. Russ Midget has been in contact with the electrician-Cliff's Electric to review the specs for the aerators.
- I. CAM Fee statements have gone out and we have had a steady stream of payments each day. Fees are due at the end of March.
- J. Once we sent out the CAM Fee Statements we have had many statements returned with updated addresses. We wanted to get most of these back before the ballot list was certified.
- K. Ballot process-The University has agreed to conduct our ballot count, a PO Box has been secured so that all ballots will be mailed to the PO Box, there will be a drop off box at the POA office, there are residents that prefer to hand deliver their ballot. The POA office staff will not have the key to either the PO Box or the drop off box.
- L. The POA applied for a credit card and it has been approved. Each expenditure with the credit card will require a form to be filled out stating who is requesting the purchase and what the item is to be used for.
- M. Background Checks for committee members-The board needs to decide what parameters to set before we can begin to perform background checks.
- N. Credit Card was approved and we should have it within two weeks.
- O. The PIPOA is seeking an outside opinion regarding the 2013 Bylaws. Once the opinion is received we will post the information for community review.
- P. We had the Encantada Avenue water pipe inspected to see if it needed to be cleaned out. Captain Dave reported that at this time it did not need to be cleaned out possibly in a year or two.
- Q. E-mails for Board Members can be established to conduct PIPOA business.
- R. I am working on an RFP for CAM areas, I hope to have it ready to go out in February.

Ongoing:

December 2017 Minutes--PIPOA Open Positions--Several positions will be posted and filled after the first of the year.

6. PRESENTATIONS WITH POSSIBLE BOARD ACTIONS:

- A. ISAC/ TIRZ Representative Report-Carter Tate reported that City official Keith Selman reported at the meeting the plans for Park Road 22 improvements and

changes to the Overlay of The Island. The Board requested a printed copy of the report submitted by Stan Hulse.

- B. The following presentations from WFGCON, PLLC - William Goldston (PIPOA Engineering Consultant) regarding:
- 1) Billish Park Construction Status: The contractor is waiting on 1 paper to be completed and then work will be able to begin. He stated that there had been a planning construction meeting.
 - 2) Primavera Bulkhead Construction Project Update-The concrete cap has been poured and all anchor ties are placed, the drainage pipe has been installed and they will complete sodding at the end of the project. William stated a change order for the project is pending. The rig has been removed and we have asked for an updated schedule, Marvin Jones questioned the change order and William explained that due to installation issues the wall location had to be moved forward causing a need for the change order. The connections were not as we thought they were causing issues. William will get a closing date for us.
 - 3) Submerged Debris Removal-The PIPOA publicized an RFP for the submerged debris removal. William Goldston stated they contacted 12 contractors and only one of those contractors submitted a proposal for the project. William recommends that the PIPOA reject the bid and come up with a new plan. Marvin Jones shared a conversation that he had with a local diver stating concerns that some of the debris would no longer be in the locations previously identified and that some of the debris didn't need to be removed. Brent stated that a project like this usually conducts an original survey and then conducts a second survey prior to removal to ensure items are still there. William offered to meet with the board one on one to explain things in more detail if they would like. William stated that when you dredge you want the area to be as clear of debris as possible. Carter Tate suggested that we revisit our wording to see our obligation for the clean up. John Bell clarified that there are no written rules stating that we have to remove items from the bottom of the canals.
 - 4) Canal Markers- Richard Pitman stated that utilizing our previous 1992 Coast Guard Permit we can place a total of 32 markers in the canals, 11 on the South canal and 21 on the North canal. Richard said to the best of his ability and the individuals that have helped that they have secured google maps for the locations for the markers and a 2 page specifications list. He is officially through and has turned in his report to William Goldston.
- C. Presentation from Hanson Engineering regarding status of Bulkhead Inspection Phase II (schedule, tasks completed, 1 month forecast) Phase II involves inspecting 28 additional miles of bulkhead at an estimated \$80,000 cost. No update information.

7. CONSENT AGENDA:

- A. Secretary's Report-December 21, 2017 board meeting minutes. The report was approved with 1 correction.

8. COMMITTEE REPORTS :

- A. Compliance Committee (Leslie Hess) No action necessary. Leslie stated that the committee has an opening for a member to replace a resignation. The committee is developing a new application and once that is complete they will accept applications for the opening.
- B. Architectural Control Committee (Brent Hess) Brent Hess presented the board with a new placard system and fine process for new home builds. The board

requested that the committee bring back a written process and fine schedule to next months board meeting for approval. Carter Tate shared his concerns about variances and wanted to know if variances should be brought to the board for final approval. Nancy Tressa explained that the board is the group that appeals go to for approval so it would not be appropriate for the board to approve the variances and that the committee should be the first to approve.

- C. Canals and Waterways Committee Nancy Tressa stated that she did not have any additional information other than what Richard Pitman reported about the canal markers. Carter Tate reported that in the Canals and Waterways meeting minutes had a typo that needed to be corrected. Carter also shared there was an additional discrepancy about a comment he made at the ISAC meeting that was incorrectly stated in the Canals and Waterways Committee Minutes that needed to be corrected. The comment related to the funding of the Sheriff's boat. Leslie Hess noted that Carter Tate's title on the ISAC Committee needs to be corrected. Nancy brought up the suggestion that the current no wake zone signs are too small and that they could be sold to members to use on their property and the PIPOA could purchase larger signs for the canals. The committee would like to purchase an additional 50 signs larger than the current signs. Brent Moore requested information on how much the larger signs would cost and how much the current signs cost. Leslie Hess asked for more information about who would install the signs and where they would be installed. Nancy said she would get the information. Brent Moore clarified that Nancy Tressa was the Chair of the committee. Nancy would like this discussion as an agenda item. Nancy will ask Nita Smith to correct the meeting minutes.
- D. Bylaws, Policies and Procedures Committee (Marvin Jones) No action necessary. No recommendations at this time.
- E. Security Patrol Committee Report (Becky Perrin)No meeting held

9. TREASURER'S REPORT - FINANCIAL REPORTS: Due to the absence of a Bookkeeper or CPA firm the reports were not available. The Executive Director asked for approval to sign an engagement agreement with Sterling Personnel to contract a temporary Bookkeeper. Carter Tate made a motion to approve, Nancy Tressa seconded, and a vote was called. Brent Moore, Marvin Jones, Leslie Hess, Nancy Tressa, Darrell Scanlan, Carter Tate and Jack Sharlow voted yes, the motion carried.

- A. Annual Budget update
- B. Balance Sheet
- C. Check Register
- D. Emergency Repair Fund Investment Account update

10. RECURRING BUSINESS:

- A. PIPOA building remodel-This item continues to be on hold-Brent Moore stated he will return the architect plans he has to the PIPOA office.
- B. IT Systems Update-An RFP is being drafted and will go out to the public most likely early March.

11. NEW BUSINESS:

- A. Term Limits-John Bell discussed and clarified term limits, a hand out was provided in the board packet identifying term limits. Marvin Jones supports a maximum of 2, 3 year terms and you are done. Carter states he likes the term language as it is. Carter made a motion to submit the term limits as written, Leslie seconded, Marvin made a motion to amend the wording of the item to state 2, 3 year terms and then you are no longer eligible to serve. Jack

Sharlow seconded Marvin's motion, a vote was called. Jack Sharlow and Marvin Jones voted yes, Brent Moore, Leslie Hess, Nancy Tressa, Darrell Scanlan, and Carter Tate voted no, the motion failed. A vote was called for Carter Tate's motion, Jack Sharlow voted no, Brent Moore, Leslie Hess, Nancy Tressa, Darrell Scanlan, Carter Tate and Marvin Jones voted yes. The motion carried. The item will be placed on the February Board Agenda to be voted on as an amendment to the Bylaws.

- B. Second Contract for Bulkhead Repairs-William Goldston explained that this item was the approval to move forward to finish the bulkhead repairs. Brent Moore asked the board to go back and review the contract that was included in the December board packet.
- C. Board Member Ballot and Process-John Bell reviewed the ballot and ballot process. Ballots will be mailed to the University, in the rare occasion that someone brings their ballot by the PIPOA office the individual will place the ballot in a locked box that only the University will have access to. The Executive Director clarified that staff will not handle ballots unless the ballot was mailed to the PIPOA office in a sealed envelope and was opened not knowing what was in the envelope. The ballot at that time will be recorded on a spreadsheet and witnessed by two or more staff as it is placed in the locked box. Nancy Tressa asked if we could post messages on Facebook and the website instructing residents that the preferred way for casting their ballots was to mail it to the address on the ballot. Carter Tate made a motion to accept the ballot with corrections and move forward. Jack Sharlow seconded and Marvin Jones made a motion to amendment stating that the names of all the board members be deleted under the section titled optional general proxy and to be reworded to accommodate only write in names there. Brent Moore asked for a second, there was not one, the motion failed. The board went back to the original motion, a vote was called, Brent Moore, Leslie Hess, Darrell Scanlan, Carter Tate, Jack Sharlow voted yes, Marvin Jones voted no, Nancy Tressa was out of the room. The vote carried.
- D. Bylaw Independent Review-Brent Moore gave a status update; he reported that at last months board meeting it was discussed securing an independent review of the positions of John Bell and Karl Rubinstein's positions regarding bylaw issues. Both John and Karl have submitted their positions and the Executive Director has submitted both positions to an independent lawyer. Marvin Jones questioned if there was a vote by the board to hire the law firm. Brent Moore stated there was discussion in the last Executive Session, Marvin expressed that he had a problem with not taking a vote to the board so the public is aware of what is going on.

12. EXECUTIVE SESSION:

Following completion of Board business, the public portion of the meeting will recess, and the Board may go into executive session to cover attorney consultation, personnel issues, enforcement actions and other confidential matters:

13. RECONVENE IN OPENSESSION: No action taken

14. ADJOURN