

**Minutes of the
Meeting of the White Bluff Property Owners Association
Location: Conference Center- White Bluff Resort
Date: Saturday, February 27, 2021**

Board Meeting Agenda

1. Call to Order

Leonard Critcher, President of the WBPOA Board, called the meeting to order at 11:00 AM.

a. Confirmation of a Quorum

A quorum of eight board members was present. Board members in attendance included: Leonard Critcher, President; John Bass, Vice-President; Jim Fletcher, Secretary; Jeff Williams, Treasurer; Joe Manders; Marshall Snyder; Mark Hepworth; and, Gerry Mayer.

2. Open Forum

**a. Discussion of agenda items by attending members
(Limited to 4 minutes per member and a total of 20 minutes.)**

No one came forward to discuss meeting agenda items.

b. Questions for the Board

No one in attendance asked a question of the Board.

3. Agenda/Discussion Items

a. Ratification of Board Actions (see attached list)

Jeff Williams moved and Gerry Mayer seconded a motion to ratify the list of board actions (attached). The motion passed unanimously by voice vote.

4. Administrative Reports

a. Bill Finney, General Manager

Since the winter storm has been front and center the last couple of weeks, I will start there. The good news is that the buildings we previously renovated, remodeled or upgraded came through the storms unscathed. The New Course Clubhouse, Mulligan's, New Course Cart Barn, Old Course Clubhouse, Old Course Cart Barn, the Log Cabins, Bluff Point Condos, Fitness Center and the Administration Building received no damage.

There were a few pipe breaks in the cart barns, but the water was off and our maintenance crew has repaired the pipes. The water was also off in the Lighthouse Restaurant, but we did have a number of breaks when the

water was turned back on. A plumber has since repaired them with no further damage.

The two main problems were the Hotel and Marina Market. The Marina Market had a pipe break in the ceiling. We have since repaired the pipe and filed the paperwork with the insurance adjuster. The Hotel was greatly affected. The 6-inch fire sprinkler system line froze and emptied into the Hotel on Tuesday, February 16th.

The insurance claim for the Hotel was turned in on Wednesday, and we had the insurance adjuster and contractors here Saturday and Sunday, February 20th and 21st. I did a follow-up contact on Friday, February 26th and was informed by the adjuster it would be a week or two before he has numbers on repair costs. When I receive the numbers from the adjuster, I will meet with the Board of Directors to determine our direction forward.

We just reopened Mulligan's on a full-time basis, although due to Covid, we are still required to remain at 50% occupancy.

We are currently working on opening The Grill at the Old Course. I have the cost numbers and will meet with the Board of Directors today to move forward with this.

The road repair on Golf Drive started two days ago and should be completed next week. The maintenance team of White Bluff has used 10 tons of cold patch in the repair of roads, and we will be ordering another 10 tons in March for additional repairs.

The Board of Directors has approved the slip expansion for the Marina, and we are currently waiting for the Army Corps of Engineers to approve so we can move forward. This would add 24 slips to the Marina when completed. The timeframe on this addition will revolve around steel production and scheduling of labor to install. In addition to this work, the Board of Directors had previously approved the pouring of new concrete footings at the base of each walkway to prevent any further erosion below them. The previous fix was successful, so we are doing the other three walkways.

The last thing I will address is the Exercise Room. We have 35 members sign up so far, and those memberships have generated \$7,000.00 for six months. Although some property owners were upset about charging membership fees, these will pay for utilities and housekeeping for this building. Therefore, the POA will not have to pay to maintain the building. In addition, I am in discussions with an individual to lease and open the Salon.

In addition to the above, I have been working with Associa and Arcis on the communication and programming of the POA information from Associa to Arcis at the golf courses. This will give us the ability to refuse property owners who are delinquent to play golf or have use of other amenities. This is another tool to help collect delinquent accounts for the POA.

b. Michael Shelton, Golf Course Superintendent

Mike presented the following summary of maintenance and improvement projects he and his personnel have been pursuing.

Bunker maintenance:

- Minimal gravel contamination has been removed from the BBB liner system.
- Original Kosse sand is no longer in production, so we found a comparable option from San Antonio.
- Crews have been measuring sand depth and adding sand where needed to maintain a 4" minimum depth throughout.
- 145 tons of sand have been added to New Course bunkers to date, with bunkers at 5 holes remaining to be measured and sand added as needed.
- The bunker work will continue to the Old course with primary focus on greenside bunkers.
- New sand installed will "play soft", and will take time to settle and firm up.

Landscape projects at the New Course:

- The New Course Clubhouse is nearing completion.
- River rock is being replaced with limestone in parking lot islands to match the beds around the Clubhouse.
- Native wildflower areas were planted in December and are currently germinating.
- New trees are being planted between the parking lot and cart barn.
- Texas native species are being incorporated throughout the property.

Landscape projects at the Old Course:

- The #17 Old Course Pond project is behind schedule due to staffing and weather delays. The pond was excavated in December to create more water holding capacity.
- The pond liner in the last section of the creek has been removed to create a "stream/brook".
- The dam wall beneath the walk over the bridge is being removed to enhance water flow.

- A fiberglass well for the relocated pump is being installed for better efficiency.
- The final shaping of the pond and application of the sodium bentonite to seal the bottom is scheduled for this week, weather permitting.

The ***Tree Management Program*** on the New Course:

- Tree removal at greens surrounds has been completed on the New Course.
- 22 pallets of shade tolerant Bermuda grass have been installed, with more scheduled.
- Several trees were removed on Hole #2 and Hole #3 to allow for improved turf health.
- We are experimenting with cool season grass options in heavily shaded areas.

The ***Tree Management Program*** on the Old Course:

- Tree removal and pruning have been completed on the Old Course. They were not as extensive as the New Course removal and pruning.
- Crews are currently focused on pruning (raising the tree canopy) in the landing areas.
- Treating for Oak Wilt will be completed by in-house personnel in March.

c. **Mike Hicks, Director of Golf**

Golf Course Improvements

After a very calm, early winter, we spent the last two weeks enduring the hardest winter in a generation. Our golf course maintenance team kept the greens covered during that time and that should have protected them to the point of having excellent greens again as soon as the temperatures rise enough to allow growing. They also spent much of the fall and winter removing dead trees and vegetation that were affecting turf quality around the greens and fairways. This project was done with extensive thought and guidance from turf and tree specialists without disturbing or changing the integrity of the golf course. This program will bring much needed light and air to areas that needed more turf growth, and we should see results this year. The courses are in the best shape I've seen them in over twenty years, and our early bookings of outings and tournaments for this coming year are a testament to that.

Golf Merchandise

As we prepare for spring and summer merchandise arrivals, we will be closing out last year's apparel. Please take time to stop in the New Course Golf Shop and check out the 25% off sale! We have a select group of shirts, shoes and outerwear now discounted as we prepare for our spring arrivals. Coming this spring are shoes from Callaway and Puma, and shirts from Callaway, Greg Norman, and Puma. We have accounts with all major club and apparel manufacturers, so if you don't see what you want, just ask for a quote. We will again have Callaway Mavrik and this year the new Apex clubs for demo. Please see the golf shop staff to try these clubs.

Pro Shop and Golf Course Hours

Beginning March 1st, the golf shops will be open from 8:00am to 6:00pm. Once the sun gets up earlier and the days are longer, the shops will open at 7:00am. We will inform you when we make that change.

The Old Course will be open Friday, Saturday, Sunday, Monday and Tuesday. The New Course will be open Wednesday, Thursday, Friday, Saturday and Sunday

Golf Play

Our Men's Golf Association is over 100 men strong again this year. The monthly tournament schedule has been set, with the tournament normally the second Saturday morning of each month. Yearly dues are \$20, and a GHIN Handicap Index is required. Please contact Ed Helmbeck or Jay Canada for more information on joining the MGA.

A new weekly event will begin this year at White Bluff. A Tuesday Night 3-Person Scramble (Ladies are encouraged and welcomed) will be held at the Old Course each Tuesday night beginning in late March. You will make your own teams and we will play a 9-hole tournament. Scoring will be done using a modified Peoria system. There will be cash prizes for both gross and net teams, closest to the pins, and a perpetual skins pot for pro shop merchandise and hole-in-ones. I hosted this event with much success in Bastrop for 6 years with 60-80 players every Tuesday with many players coming from 30 miles away. More details will be posted in early March.

Daylight savings begins on Sunday, March 14th, so remember to move your clocks up one hour on Saturday night, March 13th.

Upcoming Tournaments and Outings

We will be hosting several large tournaments in March and April along with many outings. Here is the current March schedule.

Saturday, March 6 th	New Course MGA – 2 Man Best Ball	10:00am Shotgun 60 players
Thursday, March 11 th	New Course John O’Hagan	1:00pm Tee Times 12 players
Friday, March 12 th	Old Course John O’Hagan	11:00am Tee Times 12 players
Saturday, March 13 th	Old Course John O’Hagan	8:30am Tee Times 12 players
Tuesday, March 16 th	Old Course 3-Person Scramble	5:00pm Shotgun 45 players
Friday, March 19 th	Old Course Couples Elimination Scramble	1:00pm Shotgun 60 players
Saturday, March 20 th	Old Course MGA – 2 Man Scramble	10:00am Shotgun 60 players
Monday, March 22 nd	New Course Whitney High School	8:00am Shotgun 80 players
Tuesday, March 23 rd	Old Course 3 Person Scramble	5:00pm Shotgun 45 players
Friday, March 26 th	Old Course Shootout	3:00pm Tee Times 30 players
Saturday, March 27 th	New Course Ricky Watkins	9:00am Tee Times 28 players
Sunday, March 28 th	Old Course Ricky Watkins	1:00pm Tee Times 28 players
Monday, March 29 th	New Course District 17-3A Boys & Girls	8:30am Shotgun 100 players

New for 2021

Walking push/pull carts are now allowed for POA Members only, Monday – Friday and after 12:00pm on weekends. We do not rent push carts, but we do offer them for sale in the Golf Pro Shop.

Members are responsible for their guests and also their attire. Please be sure you pass along that information to them before they arrive at the course.

Range balls are no longer included with any golf round. Small buckets are \$3 and a larger bucket is \$5. A yearly range plan is \$350 for a single or \$500 for a family.

All cart fees are for a shared cart. If you must take a cart by yourself there is an additional fee of \$8.

Private lesson fee is \$30 for 30 minutes for POA members, and \$40 for guests.

Have a great month and hope to see you on the courses soon!

5. Review of 2020 Financials – Jeff Williams, POA Treasurer

The 2019 WBPOA audit is complete and was published on the WBPOA website (www.whitebluffpoa.com) on February 25, 2021. The 2020 audit has been ordered.

Below is a bulleted summary of key financial information for 2020.

- Our **Total Cash Position for 2020** = \$2,877,264
This consists of \$1,549,822 in operating cash, and \$1,327,442 in reserve cash.
- The POA's **end of year cash position in 2019** was \$2,002,726. Thus, the POA's cash position overall is approximately \$875,000 better than at the end of 2019.
- **Reserve cash** grew by \$63,757 year over year.
- The remaining **balance owed on the Double Diamond note** for the amenities is \$3,479,714. The remaining balance on the note is due in October 2028.
- **Total revenues for 2020** equaled \$6,280,000. This revenue total was up 7.8% over the 2020 budget, and 18.2% more than 2019.
- **Total maintenance fee revenues** equaled \$4,870,077, which is on budget.

- The **overall collection rate for maintenance fees** was +/- 82%, better than the 75% we had budgeted.
- **Golf revenues** equaled \$726,142. This was 6% above budget. An average of 62 rounds of golf are played each day. The Old Course did not open until April 1st, 2020, and only one course was open at a time.
- **Total F&B (food and beverage) revenues** equaled \$218,500, which was 40% below budget.
- **Expenses: Payroll** was 8% below budget and totaled \$1,840,000. **Utilities** were 35% higher than budgeted. **Insurance and property taxes** were both above budget. Non-recurring expenses totaled \$62,584 and consisted of emergency road repairs.
- **Capital Improvements** totaled \$614,962 for 2020.
- The WBPOA generated a **positive cash flow** of \$182,834 in 2020.

6. Discussion of 2021 Capital Spending - Jeff Williams, POA Treasurer

Mr. Williams summarized capital improvements needed including larger projects, such as the roads, that will likely be undertaken when funds are available. Below is a bulleted summary of those projects.

- **Alternative water pumping system** for irrigation. The estimated cost is a minimum of \$500,000.
- **Roads.** Estimated cost is \$2.1 million to rebuild White Bluff Drive and Golf Drive. The total cost for rebuilding all 62 miles of roads is \$12-13 million.
- **Marina expansion.** \$150,000.
- **Marina fuel system.** \$105,000.
- **Other capital improvements.** Continue exterior on amenities; vehicle replacement; hotel renovation.
- **Opening the 19th Hole Grill.** The estimated cost is \$12,135 with a need vent hood system. No new personnel are needed to open the facility.

Mark Hepworth moved and Jim Fletcher seconded a motion to authorize \$12,135 to pay for equipment needed to open the 19th Hole. Motion passed on a voice vote.

7. Plan for using proceeds from the Special Assessment

Priority for funds generated by the three-year special assessment will be given to fully repaying the Double Diamond debt owed by the POA for the amenities. Other projects will be considered if and when funds are available.

8. Replacing White Bluff Signage – Bill Finney, General Manager

The cost for replacing signage for renamed amenities is \$5,150. Joe Manders moved and John Bass seconded a motion to authorize this expenditure. The motion passed on a voice vote.

9. Formalization of the Rental Policy for White Bluff Homes.

Marshall Snyder moved and Mark Hepworth seconded a motion to adopt the rental policy. The motion passed by voice vote.

ADJOURNMENT - President Leonard Critcher adjourned the meeting at 12:15 PM.

Ratifications of Actions Taken by the WBPOA Board of Directors Since the December 13, 2019 Meeting

The following action items were approved by the Board of Directors during board workshops.

11/10/20 – Approved the posting of realtor links on the POA website for an annual fee of \$200, and permitting people who want to tour White Bluff through a realtor to be given entry at the front gate.

11/30/20 – Approved giving Christmas bonuses to White Bluff employees based on the detailed proposal presented by Bill Finney, General Manager.

1/26/21 – Approved the use of pull carts on the White Bluff golf courses anytime on Monday through Friday and in the afternoon on Sundays.

1/26/21 – Approved \$1,500 for the purchase of landscape materials to be planted around the Conference Center and Fitness Center. These landscape materials will be installed by White Bluff POA employees.

1/26/21 – Approved increasing the annual contribution by the POA to the White Bluff Volunteer Fire Department by \$10,000. Passed with one objection by Marshall Snyder.

The Board of Directors approved each of the following items by a unanimous vote of the board members via email.

12/15/20 – Approved the purchase of two Ford Rangers for White Bluff Security at a cost of \$25,490 each plus TT&L.

12/21/20 – Approved (1) a lease agreement between the WBPOA and the Lighthouse Pub, LLC for the renovation and operation of the Lighthouse Pub, and (2) an interim management agreement for the POA to continue to operate the Private Club at the Licensed Premises (Lighthouse Pub) until such time that a new private club has obtained a private club registration permit for the Licensed Premises, but not beyond the current expiration date of POA's private club registration permit.

1/10/21 – Approved increasing the number of new covered slips at Dock 100 of the White Bluff Marina from 16 to 24 at a cost of \$75,000.

1/15/21 – Approved signing of the Management Representation Letter, as well as the Attorney's Letters for the 2019 WBPOA financial audit.

1/14/21 - Approved funds needed by Associa Principal Management to print and mail the notice of the special assessment to all POA property owners.

1/27/21 – Approved the expansion of the Lighthouse Pub to enclose a portion of the