

SUNSHINE ESTATES PROPERTY OWNERS, INC.
MINUTES OF MEETING OF BOARD OF DIRECTORS
Tuesday, February 13, 2024
“Hybrid” Meeting: Retzlaff Hall and Google Meet

President Share Nelson called the meeting to order at 1:00 p.m.

The Directors present at the meeting were: Share Nelson, Mark Owen, Randy Davis, Jim Kennedy, Tom Perrier, Frank Tewell and Tony Adams. Also present was Tracy Wagner, Assistant to the Treasurer, who would be entering into discussion but not voting.

Google Meet Recording: The meeting was recorded via Google Meet and can be viewed at this link: <https://drive.google.com/file/d/1sNJOu2th0cMRvSVKi0mUmB6SpUE-9UU/view?usp=sharing>

The Secretary, Tony Adams, verified that the Notice with Agenda was posted at the required date and time.

As to amendments to the posted Agenda, the President stated she was adding approval of minutes of the special meeting of February 9, 2024.

Directors’ Reports:

Randy Davis for the golf course: Randy stated that because of the several tournaments coming up, the golf course will be closed on certain days. Residents will be kept informed. He went on to say the freeze that we had a month ago worked over the course pretty hard but it’s starting to come back. They are lowering the blades on the greens mower so they’ll be a little faster. Summer grass is dormant and winter grass is coming up so there are uneven areas but we are lowering the blades so it will be more consistent.

Jim Kennedy for Common Grounds Area, SEPO buildings: Jim stated there had been a lot of activities going on so there had been a lot of shuffling of tables and chairs and Lupe had done a fantastic job. In the middle of January, the heater went out in the pool so it was closed for a couple days. He finally found a heater in Phoenix, Arizona which was shipped here, and Lalo installed it in one day. He also stated that one piece of concrete was going to be removed and replaced on the walkway next to the office.

Frank Tewell for Common Grounds Area, Storage & Shop Area, Tennis/Shuffleboard courts: Frank stated that they had finished re-doing the practice golf net area which is all concreted now and rocked in a few more lots.

Mark Owen, Treasurer: Mark stated that we ended the year on a very good note. We added about \$17,770 in new equipment so we will be spending less time repairing the old stuff that wasn't working. We had an increase in cash in the last year because of interest income. There weren't any significant variances.

President Share Nelson asked for a motion to approve the December financials. Frank Tewell moved we approve the December financials. Jim seconded the motion. All were in favor. The December financials were approved.

President Share Nelson paused the Directors' Reports to ask for approval of previous Board minutes. January 2, 2024, Regular Board Meeting. January 4, 2024, Residents & Directors Meeting. January 11, 2024, Special Board Meeting. February 9, 2024, Special Board Meeting. On motions duly made, seconded and passed, all the Minutes were approved.

Directors Reports, continued:

Tom Perrier, Common Grounds. Area 2. Streets. Drainage & Irrigation Ditches, Texas Avenue: Tom stated everything seemed to be going ok in the Texas Avenue area and he addressed suggestions that had been referred to him. The first was cleaning up after dogs which he had followed through by speaking with the person who submitted it and put out a note to the community. The other was regarding speeding on Minnesota Avenue. He spoke with that individual and sent out a note to the community and we're looking at more signage and possibly adding lights to some of the signs and will get together with other people for information. Another one is about the front gate area with ideas and things that would look nice up there. We would like to get that area looking nice for the golf tournament coming up. We have a plan to spiff up that area a little bit and later we will meet and discuss something long term. The last one inquiring if a type of bicycle known as a Strider would be allowed, and it would be.

Tom went on to talk about his discussions with Rich Hulswit, a resident in the community here, regarding security systems as they are presently and the possibility of a new and improved security system. It is their feeling that we need to update the entire system. Tom invited Rich to speak to the Board. NOTE: See Video for complete discussion. Summarily, he said we could replace the current inadequate and nonworking system with one using internet and new equipment but that would cost approximately \$3600 a year for just the internet. Their research had taken them to a local company, Texas Alarm Systems. Tom had spoken with a customer and observed the use of a security system with perhaps 100 cameras. There is no need for internet service for that kind of system. That would be a savings of \$3600 per year. We would own the equipment and it would be installed by a local company and maintained by them, if necessary. It would meet all our requirements, including monitoring in a central location, store and accessibility and much more. We were given two quotes. One at \$13,179 and for more coverage, \$15,302. This is a one-time expenditure with install included. However more can be added. After discussion, Randy

Davis moved that we accept the quote of \$15,302. Frank Tewel seconded the motion. All were in favor and the motion passed. Installation is expected in late February or early March and should take about 40 hours. Mark explained that it would be a capital improvement.

President Share Nelson: Share brought the issue to the Board of HOA assessments for lots. She read from the Covenants, Article IV, Sec. 5, which states: "Both annual and special assessments must be at a uniform rate for all lots and may be paid on a monthly basis over a twelve-month period." A question had been raised as to why certain lots were assessed at a percentage more than other lots. In the original plat 310 lots were included. The current plat shows 306 lots. Tracy was asked to show where two lots along Michigan Dr were absorbed by neighboring lots. These owners of the now extended lots are being charged a percentage more to make up the revenue to SEPO for the loss of those two lots. Another lot was absorbed by neighbors on Missouri St. when they divided the lot between them in two. They are each paying 1.5 assessment to make up for that lost lot. Share explained that SEPO decided to extend the golf cart path going from Michigan Dr to Tee box #1 on to Minnesota St and thereby lost another lot. Two lots on either side of the cart path are being assessed at 1.33 through no fault of their own. Share asked for a motion that those two lots be assessed at the uniform rate for 2024 and beyond. Randy Davis moved they be assessed at the uniform rate for 2024 and beyond. Frank seconded the motion. All were in favor and the motion passed.

Architectural Control Committee: Share stated that no one from the committee was able to be present but they have given us a statement of policy which, if approved by the Board, would be inserted in our Policies & Procedures. She read the statement, a copy of which is attached to these minutes. After discussion, Randy moved that we approve the statement and insert it into Policies & Procedures. Mark seconded the motion. All were in favor and the motion passed.

Neighborhood Watch: Share stated that Lenore couldn't be with us today and left a report in the office. A copy of her report is attached hereto. Share went on to say that she has her meetings the third Monday of the month at 3:00 p.m. and encouraged the residents to attend and volunteer.

Unfinished Business:

Cleanup of Retzlaff Hall following activities. Randy says it's better but thinks there needs to be a checklist and if there is one, it should be followed.

Community Garage Sale. The date of March 7th was mentioned but this is not a Board sanctioned activity.

Employees carryover of vacation time. There was nothing more about that.

New Business:

Women's Club has offered to donate \$2,000 to update the security system – Cameras- Storage Lot – Front gate. Jim moved we approve the donation from Women's Club. Frank seconded the motion. All were in favor and the motion passed.

All other items in the suggestion box have been addressed.

In other business, Frank stated that sadly the pickup of items in the storage lot did not work. There were numerous violations the second time, so he is going to handle it a different way. Putting it on the ground back there is not a viable situation.

Share stated that Beth Parrish, chair of the Election Committee, had asked her to read a statement from her to remind the residents to vote with more explanation of the process. A copy is attached hereto. Share also mentioned that the history of Sunshine would be shown following 1:00 p.m. adjournment of the Annual Meeting.

There being no further or other business to come before the meeting, on motion duly made, seconded and passed, the meeting adjourned at 2:06 p.m.

Respectfully submitted,

Tony Adams, Secretary
Assisted by Share Nelson

Request by the Architectural Control Committee (ACC) at the Feb 13, 2024 Board meeting (Regular) to include the following into the SEPO Policies & Procedures.

New fences installed in Sunshine Country Club Estates, governed by Texas Senate Bill 1588, must have prior approval for the materials the fence will be constructed of. Going forward, in order to help keep a uniform appearance for our community, the Architectural Control Committee has adopted the following policies regarding these fences.

1. All fences installed alongside the golf course, or any fence installed in the front yard of any residence will be made of black ornamental iron with a height of 5 feet, flat top and bottom rails and a minimum picket size of 5/8" square. Walk gates are permitted to be constructed from the same materials. All iron tubes of fence must be galvanized internally and must have a minimum of 2 coats of powder coating externally.
2. Fences installed on the side and back yards of homes outside of the golf course may be constructed of the materials described in paragraph 1, black or galvanized colored chain link, or vinyl picket with colors approved by the Architectural Control Committee.
3. All fences installed must use the same materials throughout the entire area to be fenced and must be approved by the Architectural Control Committee.

The above policies were approved by the Sunshine Country Club Estates Architectural Control Committee on December 5, 2023.

Terry Lacy, Chair
Brad Anderson
Matt Lyne



Sunshine Neighborhood Watch – CERT Team
(Est. 2008)

SCCE - Harlingen's premier NW & CERT Team.



Lights On -- Lock Up and Look Out for each other!

SEPO BOARD Report Monday 13 February 2024

State of the Neighborhood Watch - report:

Dear Board, Sunshine Residents and especially present and past Neighborhood Watch volunteers.

First of all, Let's hear it for our faithful Sunshine NW – CERT Team for volunteering for fifteen + years. Did you know we are the premier NW-CERT Team in Harlingen?????

Both Harlingen and Combes think very highly of us and have commended us for a job "well done". (Several of us are members in both HPD Citizens Police Alumni Assn. and in the Harlingen CERT Team). Join us – you'll like it!

Linda and Dick Jones have resigned after many years of service – Linda has faithfully produced our NW monthly Patrol calendar as well as Patrolling.

We are most grateful for their volunteer efforts. THANK YOU! So, my request is to replace Linda for the *schedule* piece – But I also wish to stand up a NW – CERT Board. You will be fully oriented. Please contact me if you could/would volunteer.

There are many reasons joining a Neighborhood Watch is productive. The opportunity is not just limited to Patrols. We have lots of little jobs – not time consuming. Join a team that voluntarily serves to develop a safe place to live, promotes friendship, fosters a sense of concern and caring, provides a means of communicating safety & securing here and develops better crime prevention techniques and awareness. Together, we bring a line of communication with Police, Fire and EMS. BTW – both Sunshine RV Resort and SCCE have a wonderful reputation of safety & security because of our NW connection with PD & FD.

Beth Parrish report for the 2024 Election Committee.

This is to remind anyone who hasn't voted yet that the **absolute deadline** is 1 PM next Tuesday, Feb 20. All ballots need to be placed in the Ballot Box in front of the office by that time. Don't bring them into the hall for the 1 PM meeting on the 20th.

For clarification, everyone needs to put the completed ballots in the envelope marked Ballot Envelope. The Ballot Envelope needs to go inside the envelope with the 'attendance proxy' wording on the flap side. It's critical if you don't sign the 'attendance proxy', you need to come early to the 1 PM Tuesday meeting on the 20th to 'check in' in order to be included in the QUORUM number. Check in begins at 12:30 PM that day. We need 156 for a quorum to proceed counting the ballots and with the Annual meeting at 3 PM.

Beth and two of her Election Committee members will be doing 'early' proxy counting this Friday at 1 PM in front of the SEPO Office (per the Process Guidebook). After completing that counting, the ballots will be placed back inside the Ballot Box. The more ballots submitted prior to then, the less time it will take to determine if we have a quorum at 1 PM on the 20th.