

**MINUTES OF ANNUAL MEETING OF SHAREHOLDERS OF
SUNSHINE ESTATES PROPERTY OWNERS, INC.
February 20, 2024**

The Annual Meeting of Shareholders of Sunshine Estates Property Owners, Inc. was called to order by President Share Nelson at 1:00 P.M. and was being recorded via Google Meet.

Board Roll Call: Share Nelson, Jim Kennedy, Randy Davis, Tom Perrier, Frank Tewell, Mark Owen and Tony Adams were present.

President Share Nelson asked the Secretary, Tony Adams, if the Notice of the Shareholders Meeting with Agenda and the election materials were delivered to the shareholders in the date and time required. He replied that they were. This was further verified by Beth Parrish, Election Chair.

Quorum: Beth Parrish, Election Chair, announced that we had a quorum present. 156 were needed and we had 237.

President Share Nelson declared a quorum existed, that balloting was complete, and the meeting would be recessed for the Election Committee to count ballots.

She announced the meeting will reconvene at 3:00 P.M.

The Annual Meeting reconvened at 3:00 P.M.

Board Roll Call: Share Nelson, Jim Kennedy, Randy Davis, Tom Perrier, Frank Tewell, Mark Owen and Tony Adams were present.

Lenore Combs came forward to lead the Pledge of Allegiance.

Vic Hillman gave the invocation.

In Memoriam: John and Lenore Combs named those persons who were residents or former residents who had passed away since the last Annual Meeting. Following each name a bell chimed. The list is attached to these minutes.

Election Report: Beth Parrish, Election Chair, named her committee: Sharyl Belka, Barbara Carlson, Linda Dabney, Liz Deitrick, Marlene Hall, Nancy Johns, Dick Jones, Linda Jones, Audrey Just, Larry Keller, Fred Lowe, Sandy Lowe, Dick Parrish, Linda Ramsdell, Mike Ramsell, Buzz Sawyer, Karen Schuety, Nancy Sterling, Dana Szretter and Mari Tennant.

Those candidates who have been elected to the Board are Tracy Wagner, Randy Davis and Scott Kronshage.

The vote on Covenant, 6.1 on Use Restrictions. Changing the minimum age to be a resident to forty years did not pass.

The vote on Covenant, Exhibit B of Architectural Control Regulation for the color of sheds to be Owner's choice subject to final review by the ACC did not pass.

The vote on Covenant 8.1 in Management of Properties, to add the words "and fines" did not pass.

Approval of Minutes: President Share Nelson asked Board Members for a motion to approve minutes of a regular board meeting held February 13, 2024. Frank Tewell moved the minutes be approved; Jim Kennedy seconded the motion. By unanimous vote, the minutes were approved.

Reading of Minutes of Last Annual Shareholders Meeting: Tom Perrier moved to waive the reading of those minutes, Randy Davis seconded the motion and by unanimous vote the reading of those minutes was waived.

Directors' Year End Reports:

Mark Owen, Treasurer. His report is attached to these Minutes.

Randy Davis, Golf Course. His report is attached to these Minutes.

Jim Kennedy, Area I, SEPO Buildings. His report is attached to these Minutes.

Tom Perrier, Area II, Streets, Drainage & Irrigation Ditches, Texas Ave. His report is attached to these Minutes.

Frank Tewell, Area III, Storage & Shop Area, Tennis/Shuffleboard. His report is attached to these Minutes.

Tony Adams, Secretary & Governing documents. He stated the Governing Documents would be reviewed and brought up to date shortly.

Share Nelson, President. Her report is attached to these Minutes.

Committee Report:

Architectural Control Committee: Matt Lyne explained the duties of the committee. In 2023 they had 87 applications submitted. 83 were approved, 4 were rejected, and one was withdrawn due to the cost of the project. He suggested residents might call on them before deciding on a project because there are permits, etc. that are quite expensive. In 2024 we have had 6 applications in January, all approved, and at the first meeting in February, received 3 applications, all approved. At the last meeting they had 6 applications and 5 were approved and one is still pending. He stressed that they really want to help the homeowners and to be sure to get an application from the office. He mentioned that there is a file in the office for your property address that has all approved additions to your property.

Neighborhood Watch: Lenore Combs, Coordinator, gave her report which is attached to these minutes.

Good Neighbor Day Golf Tournament: Randy Davis spoke for the tournament committee. It will be next Thursday, Friday and Saturday. The cost is \$60.00. and the cost for a companion to come to the awards dinner is \$20.00. There are four on a team. It's a scramble or step aside scramble. He explained the process. Tony Tramell is the chair.

Women's Club: Pam Davis, the newly elected President spoke. She named her vice president, Pam Lacy; Lisa Perrier, secretary; and Marlene Parker, treasurer. Jill Ventrillo is the activities director. She thanked the outgoing board led by Vicky Leroy Krueger. There are two more Women's Club events this year. Valley Voices on Friday and a Luau on March 23rd. Activities are already planned for next season from a health fair to a county fair, and still plan dances. The Women's Club just donated \$2,000 to SEPO to apply to the new security system.

In other comments, Beth Parrish spoke about communications. She explained in the new contract for emails we are allowed to send 40,000 a month. She received a report from the company last month and we had 2000 left so we have been communicating a lot. The last newsletter is coming up and asked for articles to be sent to her.

Another resident asked why the Harlingen Street Cleaner had come down his street. Tom Perrier explained that a couple City trucks had dumped hydraulic fluid on the street and the City made an effort to clean it. As to an issue of damage to the blacktop, they are planning repairs.

A resident asked about our policy on political signs, and it is in our Covenants. (See Section 6.8). She was told that if a violation is seen, to report it in the suggestion box at the office.

Oath of Office:

Newly elected Board Members, Tracy Wagner, Randy Davis and Scott Kronshage repeated and signed the oath of office.

Adjournment. Frank Tewell moved that the meeting adjourn, and Jim Kennedy seconded the motion. All were in favor and the meeting adjourned at 5:00 P.M.

Respectfully submitted,

Tony Adams assisted by Share Nelson

MEMORIALS

- Marjorie Nett (Former) - Mar 27, 2023
 - Richard Dietrick - Mar 31
 - Jim Canty - Apr 9
 - Clint Wunderlich - May 14
 - Bob Auclair - May 16
 - Gene Nett (Former) - May 18
 - Arnie Thompson - June 14
 - Diane Foster (Former) - June 26
- Mac McPherson (Former) - Aug 10
 - Richard Wagner - Aug 10
 - Connie Robertson - Aug 26
 - Jim Foster - Sep 8
 - Dan Danks - Sep 16
 - Ralph Noah - Sep 22
 - Alice Montgomery - Sep 25
 - Kathy Wilson - Oct 11
 - Duane Dyer - Oct 28
- Fran Twesten (Former) - Nov 10
- Barbara Carlson (Former) - Nov 22
 - Ro Garrett (Former) - Nov 23
 - Kitty Olson - Nov 24
 - Tom Steele - Dec 20
 - Carolyn Clements - Jan 15, 2024

SEPO, Inc.
Treasurer's Report
For the Year Ended December 31, 2023

BALANCE SHEET

SEPO's cash balances increased during the last year by \$49,237 primarily due to the income of \$33,055, depreciation expense of \$33,830 (which is a non-cash item), and capital additions of \$17,770 (which are a reduction of cash).

All of the remaining balance sheet items are virtually unchanged from those reflected in the balance sheet of the prior year.

For those of you who worry that we might lose our non-profit status because we had a \$33,055 profit, the loss of 2021 (\$75,237) can be carried forward until 2026 to offset income on our tax return.

INCOME STATEMENT

Revenue

Maintenance fees are under budget by \$4,736 primarily due to my inability to count the number of lots in this subdivision. The refund of fees to the old owner and the payment of fees by the new owner do not always fall in the same year.

Of the remaining revenue items, all are on budget except resale certificates which were \$3,500 over budget (32 actual sales versus 18 budgeted) and the big surprise is interest income which was \$14,180 over budget (interest rates up).

Expenses

Area #1 (Kennedy) – Expenses are over budget by \$2,867 primarily due to pool & hot tub maintenance and Retzlaff Hall roof repair.

Area #2 (Perrier) - Expenses are over budget by \$4,024 due to Texas Avenue gate and lighting repairs.

Area #3 (Tewell) – Expenses are under budget by \$4,408 despite Frank laying \$16,182 of new gravel in the storage area.

SEPO, Inc
Treasurer' s Report
For the Year Ended December 31, 2023

Golf Course (Davis) – Although there are a lot of variances between the actual and budgeted expenses, the two most favorable are equipment (\$11,154) and golf course supplies (\$4,827). The reason equipment is so favorable is the new equipment purchases were capitalized, whereas, in the past, our guys spent time and money repairing old, worn-out equipment.

General Operations (Owen) – These expenses, as a whole, were less than budget by \$189. The only two variances that I would consider significant were:

Electricity was \$3,030 more than budget because a downward trend in usage that was reflected in 2022 did not continue.

Property Taxes for a reason unknown to me were under budget by \$2,502.

COMMON AREA LOT EQUITY

Each lot owner owns a piece of the common area. The value of that piece of the common area at 12-31-23 is \$5,404 per owner.

Davis Report – 2/20/24

The following was accomplished over the last 12 months:

Purchase of a fairway mower, filled in the some of the sand trap to make them smaller, added a fountain of the # 7 pond, replaced some sprinkler pipes and wiring, widened the parking area at the # 1 tee box, and added plants and trees around the course.

Manny and Joe have done a tremendous job.

Year End Report Area 1 SEPO Buildings

Not necessarily in chronological order: Events and purchases over last year:

- **Fix light switch in Library**
- **March 6th-----put pool robot in for first time**
- **Lalo installed new outside electrical outlet for robot**
- **New "Exit" signs in library and north exit**
- **Deep clean pool and hot tub—drained and washed with acid—refill**
- **New clock in pool area**
- **Install key pad on kitchen door**
- **News lights with dimmers put in hall with Randy's help**
- **Thermostat in kitchen fridge**
- **New heater for hot tub**
- **New sand filters for pool and hot tub**
- **Flags in pavilion-----23 state flags and 2 provincial flags**
- **Textured paint on pavilion floor**
- **Paint trim around pool area**
- **Lalo and Lupe waxed library, office and hall floors**
- **Installed new pool heater**

Made rounds every night at approximately 9:00 to make sure doors were locked and thermostats were set correctly

Ruby (the robot) was put in every Sunday, Tuesday and Thursday night to start at 2:00 am Lupe would take it out in mornings.

Submitted by: Jim Kennedy Director Area 1

Feb. 20, 2024 Mtg. Report

Projects completed/ongoing:

Resaca Pump House - Lalo, Manny, Joe

Roof, siding, and door repaired/replaced/painted. New light outside
Replaced and repaired pickup pipe, added new filter box
Waiting on new pipe and collars for pump supply
Lalo is cleaning up loose wiring and covers missing from breaker boxes

Texas Ave Fenced Dog Area - Lalo, Rich Hulswit, Pat Heinerikson

Cart path added, going to make improvements
Installed fencing to close off open side to the north

Texas Ave Gate - Lalo, Susanne Ulrich, Robin/David Fleiner, Bonnie Hancock
New motor, added Knox Box, replaced SOS/Yelper system, Fixed red strobe lights
for emergency vehicles
Face lift to gardens and walls at entrance - paint, mulch, plants

Texas Ave Area - Lalo, Tony Adams, Garden Club/Birding Club,
New garden added near gazebo, several trees and shrubs planted and a couple
removed
Lights along street washed and painted

Other Projects -

Adding 2 more doggie bag stations
Storm outlet in Minnesota ditch repaired
Fence along Iowa ditch repaired
Several leaks in resaca supply lines repaired
Programming residents gate openers
Patched street on Minnesota near MN/MI intersection
Speed limit signs added on Kansas and Minnesota
Added reflective lane dividers on corner of Kansas, repainted lane markings
Looking into more signs and lighting for other areas
Street light repaired/replaced

Security Cameras - Rich Hulswit

Was asked to look into current security camera system, looked into proposal to
update from Texas Alarm Systems. Presented proposal to the board, board made
a motion/approved to go forward with purchase. Possible start this week, hoping to
complete early March. Will cover current areas and add storage/wood shop area.
All cameras video will be stored and viewable in Valeries office.
Room to add to system

To Do List -

Paint house numbers on streets

Remove video box at front gate

Fix pavers in TX dog park

Thomas Perrier

Dir. Area 2

Storage area

- ① First a tremendous amount of brush + debris had to be removed to clean the area up.
- ② Then the perimeter under the forces had to be filled + tried to keep critters out.
- ③ Next I dug a trench about 75 feet across the west wall to give the water a way to run out.
- ④ Then I installed 2 drop boxes (French drains) + trenched them to the trench so water can escape.
- ⑤ Then I started with pouring rock to establish the 6 main roads. Then I doubled the size of that to make passing easier. When that was established I started rocking the perimeter.
- ⑥ When done I started pouring rock on approx. 80 lots. Now finished with about 20 lots left to finish. Just waiting for 3 sailors + RV's to pull out.
- ⑦ Then we painted all four buildings that 5000 covers. Including caulking + sealing all the buildings.
- ⑧ Then I just finished tearing out the self rock's pads + put new concrete pads larger so they could put balls on pod making it easier to get.
- ⑨ Have started to redo the net + remove the rocks that is there to improve the experience. Will remove old rocks + drop the net. Put new rocks install the net under the bungee so the balls won't fly back + hit the people hitting it.

2

This last year has been busy for your Board of Directors. I so appreciate this Board. Each of them went above and beyond in their respective duties. And they helped each other when there was a need. That's teamwork.

As I am stepping away from my duties as your President, I will say these almost two years have been a roller coaster ride of emotions. There have been times that steps had to be taken to protect our Covenants. There was no choice. Now we move forward.

Congratulations to our newly elected Board members. Randy, Tracy and Scott. I am sure they can expect the support and patience from all of you as they transition into their respective duties.

I have served the Board for many years and look forward to my retirement. This time for good. I will be happy to help if needed, of course, but in a very minor role as they transition. When my husband and I moved here I had never experienced all the rules of an HOA. I thought what a pain. But I understood early on why they are necessary. Since my background is as a paralegal, I figured if they wanted me to help with the Covenants and Bylaws, that might be a good fit for me. It wasn't long before I got a call that some people were coming by to talk to me. I got ready for them and laid all of the documents on the coffee table expecting that request. What I got was quite different. They wanted me on the Board. Although it seemed early, I agreed and served as secretary/treasurer for four years.

Since then I have either been elected to serve or have stepped in to help for what I think now is a total of twelve years.

The world is full of givers and takers. The people you see here on this Board and those that served before them and those that will serve in the future, are givers. I hope that there are a lot of givers here today. I know there's a lot of talent out there so please think about giving two years for the good of your community. You will find it very rewarding.

Thank you.



**Veterans Memorial Committee to discuss
Memorial they wish to place at V Park
Sunshine Neighborhood Watch – CERT Team
(Est. 2008)**



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

**Meeting Agenda – Tuesday 20 February 2024 Retzlaff Hall
Lenore J. Combs, Coordinator 956 245 1276 LJCombs44@gmail.com
Sgt. Manny Tovar, Officer Benny Officer J.J. Lopez, HPD District Rep.**

Dear NW- CERT Volunteers, Residents and Friends,

Proud to say, we are entering our 15th year as a productive and responsible Neighborhood Watch. We have an established reputation with our local Police (both Harlingen and Combes), the Harlingen Fire Department (CERT) and the local EMS.

Everyone is always cordially invited. The agenda from yesterday is available on the NW/CERT bulletin board in the Library. As you see we covered many aspects and Officers Benny and JJ were present and included their 2 Cents. (We should have a *Citizens Police Academy* class in the near future but at the moment, there is a Police Academy in session now – how 'bout considering this course?)

An area of focus yesterday was recruitment for more volunteers. We have a variety of “spokes in the wheel”. Your job will not be time consuming but most productive with a sense of “giving back” to the community. You are the “eyes & ears” for Sunshine and the NW meetings enhance this project.

One area discussed is Block Captains. One of the key responsibilities in NW is Block Captain(s). This person(s) plays an integral part in keeping the block involved in crime prevention as well as efforts to share important info with neighbors. (some streets may need 1 or 2 more to help cover a longer street).

This recommended activity is a communication system designed to distribute vital info to neighbors pertaining to criminal activity and other such concerns. *If you see something – say something.....* Encourage neighbors to report suspicious behavior to you or the Office or if very important or concerning, call the Harlingen Police - **956 216 5940** (and have a concise report ready -- *(who what where when etc.)*). You do not have law enforcement authority. **OBSERVE & REPORT** from a place of safety. **NEVER confront an offender or interfere with the incident!**

**SUNSHINE ESTATES BOARD OF
DIRECTORS**

OATH OF OFFICE

I, Tracy Wagner do solemnly swear (or affirm) that I will Faithfully discharge the duties of the Board of Directors of Sunshine Estates Property Owners, Inc., and will to the best of my ability uphold and follow the Covenants, By-Laws, Conditions, and Restrictions of Sunshine Country Club Estates, so help me God.

Signed: Tracy Wagner

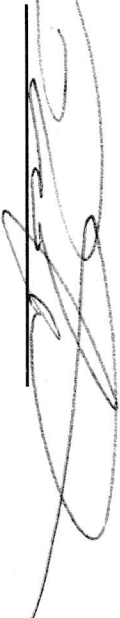
Dated 02/20/2024

**SUNSHINE ESTATES BOARD OF
DIRECTORS**

OATH OF OFFICE

I, RANDY DAVIS do solemnly swear (or affirm) that I will Faithfully discharge the duties of the Board of Directors of Sunshine Estates Property Owners, Inc., and will to the best of my ability uphold and follow the Covenants, By-Laws, Conditions, and Restrictions of Sunshine Country Club Estates, so help me God.

Signed: _____



Dated 2/20/24

**SUNSHINE ESTATES BOARD OF
DIRECTORS**

OATH OF OFFICE

I, Scott KrausHAGE do solemnly swear (or affirm) that I will Faithfully discharge the duties of the Board of Directors of Sunshine Estates Property Owners, Inc., and will to the best of my ability uphold and follow the Covenants, By-Laws, Conditions, and Restrictions of Sunshine Country Club Estates, so help me God.

Signed: Scott KrausHAGE

Dated 2 / 20 / 24