

DRAFT**A Resolution Adopting Revised Policies and Procedures of the Sunshine Estates Property Owners (SEPO) Board.**

“**AUTHORITY** for these policies and rules is contained in Section 2.1 and Section 8.1 of the Covenants and Section 4.1 of the Bylaws which provide that the affairs of Sunshine Country Club Estates **shall be managed by its Board of Directors** and that the Board shall have the responsibility and authority to prescribe rules and regulations covering the use of the common areas, streets, utilities and any other portions of the properties.” Based upon this Authority, the Board has determined the following:

Regarding paragraph 18 under Golf Course the existing Policy and Procedures are noted as follows:

18. All Trail Fees collected will be placed in a designated fund for golf trails (concrete paths) and not placed in the general funds. Such funds will be strictly used for maintenance or installation of new golf trails.

Be it resolved that the following Policy and Procedures of the Board are hereby adopted by the SEPO Board on the dated noted and are approved. The adopted / revised Policy and Procedures are effective on the date of action by the Board.

Those changes modify paragraph 18 under **Golf Course** by deleting words noted below with strike through text, (~~strike through~~) is deleted text, and (underline) is inserted text) as follows:

Golf Course

18. All Trail Fees collected shall ~~will~~ be placed in a designated fund for golf trails (concrete paths) and other related improvements which follow, and not placed in the general funds. ~~Such funds will be strictly used for maintenance or installation of new golf trails.~~

Trail fees shall be used for the construction/continued maintenance and repair of:

1. future/existing concrete golf cart pathways/trails,
2. water features on the golf course, including, but not limited to masonry walls of the golf course ponds and aeration pumps/fountains,
3. water irrigation and lighting improvements, and/or
4. landscaping improvements, all of which shall be within the limits of the golf course.

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The revised paragraph would then read as:

Golf Course

18. Trail Fees collected shall be placed in a designated fund for golf trails (concrete paths) and other related improvements which follow, and not be placed in the general funds.

Trail fees shall be used for the construction/continued maintenance and repair of:

1. future/existing concrete golf cart pathways/trails,
2. water features on the golf course, including, but not limited to, masonry walls of the golf course ponds and aeration pumps/fountains,
3. water irrigation and lighting improvements, and/or
4. landscaping improvements, all of which shall be within the limits of the golf course.

A vote was taken on the date noted, with the following Board members voting in favor or opposition of the proposed Revisions to SEPO’s Policies and Procedures.

Jim Kennedy, President	Yes	No
Neil Morehead	Yes	No
Mecca Henry, Treasure	Yes	No
Lyn Swonger	Yes	No
Frank Tewell	Yes	No
Tony Tramel, Secretary	Yes	No
Jerry Drost	Yes	No

This Resolution was approved October __, 2020

Tony Tramel, SEPO Board Secretary

Submitted



BROWN, LEAL & ASSOCIATES

Consulting Engineers Tx. Firm Lic.# F-5079

1205 W. Jackson St. • P.O. Box 1308 • Harlingen, Texas 78551
(956) 428-4014 • Fax (956) 412-1837

October 8, 2020

Mr. Tony Tramel, P.E., P.T.O.E.
Via email trtramel@gmail.com

**RE: PROPOSAL TO PROVIDE ENGINEERING ASSISTANCE
RELATIVE TO SUNSHINE COUNTRY CLUB ESTATES ROAD IMPROVEMENTS**

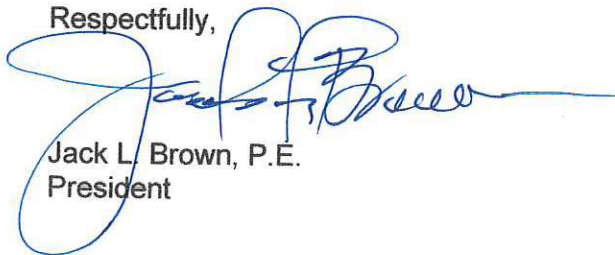
Mr. Tramel:

Brown, Leal & Associates Consulting Engineers, is pleased to offer assistance in the planning, design and construction of the proposed road improvements to Sunshine Country Club Estates. We have extensive knowledge of the area having worked on the construction plans for Phases 2 and 3 as well as the RV park next door. We were also involved in the 2008/2009 roadway maintenance project.

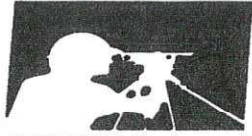
Since the scope of services is not well defined, it would seem best that any services rendered would be on an hourly basis. To this end, we have attached a copy of our current rate sheet for your review. We stand ready to assist in any way possible and look forward to working with the fine people of Sunshine Country Club once again.

If you need anything further concerning this, or have any questions, please do not hesitate to contact me.

Respectfully,



Jack L. Brown, P.E.
President



BROWN, LEAL & ASSOCIATES

Consulting Engineers

(Tx. Firm Lic.# F-5079)

1205 W. Jackson Street. P.O. Box 1308 Harlingen, Tx. 78551 (956) 428-4014 *Fax 412-1837

Hourly Fee Schedule
(Effective 1/01/2020)

Registered Professional Engineer	\$175.00	/	HR
Registered Professional Land Surveyor	\$ 125.00	/	HR
Engineer in Training	\$ 110.00	/	HR
Project Manager	\$ 100.00	/	HR
CADD Technician	\$ 75.00	/	HR
Project Inspection	\$ 85.00	/	HR
Administrative	\$ 50.00	/	HR
Clerical	\$ 35.00	/	HR
GPS Field Crew	\$125.00	/	HR
Mileage	\$ 0.58	/	Mi
Other Expenses	130% of cost		