

Approved Minutes Regular Session
PCCOA Board of Directors Meeting
Aransas Pass Yacht Club
11 April 2019

Directors & Officers Present: Don Rager, Bill Brock, Lyle Beavers, Rhonda Kramer, Rick Stockton, Charnel Hart, and Kelly Beavers

Directors & Officers Absent: Mary Steed (Kelly Beavers acting as meeting secretary)

PCCOA members present: Bill & Debbie Mitchell, Jacques & Margaret Emanuele

I. OPEN SESSION

- a. A quorum for the meeting was established. Don called the meeting to order at 10AM.
- b. Introduction of Cory Elrod, Code Compliance Officer, Aransas Pass Police Dept.

Kelly introduced Cory Elrod, who had called the office the previous week to let us know he would be sending a letter to the owner of 974 Bay St. for non-compliance with the City's short-term rental ordinance. (The City allows short-term rentals but owners must register with the City and pay the hotel tax on all rentals.) Cory had asked if he could come to a Board meeting to discuss with the Board what he does and any help needed in Pelican Cove. Cory stated that his department deals with ordinance issues, such as storing things on vacant lots, high grass/weeds, unhitched trailers in the street, unclean gutters, etc. City violations are \$500 per day, after notification and a reasonable time to cure. Cory invited all Pelican Cove members to assist with the City-wide cleanup on April 27. After this discussion, Cory left the meeting.

- c. APPROVAL OF MINUTES – Charnel motioned to approve the minutes of December 8, 2018, February 6, 2019, and March 4, 2019 (Special Session). So seconded, all approved.
- d. FINANCIAL REPORT AND DUES STATUS
 - i. Charnel presented the P&L, Balance Sheet, Vendor Transaction list as of March 31, 2019. Income and expenses are tracking well. A motion was made, seconded, and passed to authorize the following:
 1. Accountant review of financial statements and process (usually \$2,650)
 2. Accountant preparation and submission of 2018 tax return (~\$180)
 3. JM Davidson cost to replace the Slip Plates (~\$17,000)
 - ii. We have 2 property owners who have not paid their 2019 association dues.
 1. 973 Pompano: Certified letter sent and return receipt received. After 10 days (April 18) this will be turned over to the attorney for collection
 2. 103 Bay Court: certified letter to be mailed this week, and then, after 10 days, will be turned over to the attorney for collection
 - iii. Charnel reported that the Cirro Energy contract had been renewed for 3 years.

e. COMMITTEE REPORTS

- i. ACC – Bill reviewed the in-process and completed projects. No issues.
- ii. Surveillance System – Lyle and Rick reported that, after extensive TKO service, all cameras are back up and running, but that 1 sea gate camera appears to have water leakage and is cloudy. This should be under warranty. TKO will return this week to inspect.
- iii. Property Patrol – Lyle reviewed findings of the last 2 months, stating that properties overall look great, but that 5 properties had significant yard/gutter maintenance issues requiring letters. Next up for Property Patrol are Rick and Bill.
- iv. Office –
 1. Kelly reported that all new amendments (from the February election) have been signed and recorded with San Patricio County. Rhonda, having audited the February ballot results, returned the ballots to Kelly along with a letter stating she found no errors in the count. Charnel motioned that we authorize spending of up to \$300 for a fireproof and waterproof office safe to store our most important documents (including the election ballots). So seconded, the motion was approved.
 2. Kelly reviewed a proposal to purchase a new office computer be purchased to replace our hurricane damaged and slowly dying 2014 computer, along with Microsoft Office 2019 and QuickBooks 2019. Rhonda motioned that the proposal be accepted. So seconded, the motion was approved.
 3. Kelly reviewed the upcoming calendar and reported that she will need some backup for weeks off over the summer. Charnel will cover when possible, but a third backup is needed. Rick motioned that a third backup be sought, and that we pay the backup for office coverage since we won't be paying Kelly. So seconded, the motion was approved. Debbie Mitchell, in attendance, indicated interest in learning more about this position.
 4. Rhonda asked about our long-term plan for an office, given that the trailer was always meant to be short-term, post-hurricane. Rhonda, Bill, Don, and Lyle all expressed interest in investigating options for a more permanent office. Ideally, the office would be large enough to hold our Board meetings. Don took the action to investigate the building of an office/clubhouse on our common lot, but this is not the only option. This topic will move to Old Business for continuing discussion.

f. OLD BUSINESS

- i. Kelly reviewed the ballot results for formal reading into the minutes as follows:
 1. C&R Item #1 on ST Rentals passed with 162 votes "for" (needed 159)
 2. C&R Item #2 on Penalties did not pass with 142 votes "for" (needed 159)
(By State Law, our C&Rs require 67% of property owners to approve.)
 3. ByLaws Item #3 on Indemnification passed with 139 votes "for" (needed 90)
 4. ByLaws Item #4 on Notices by eMail passed with 174 votes "for" (needed 90)
 5. ByLaws Item #5 on Spending Limits passed with 151 votes "for" (needed 90)
 6. By Laws Item #6 on Lien Amounts passed with 162 votes "for" (needed 159)
(This item, Article VI of the ByLaws, specifically requires 67% of property owners to approve, while other ByLaws items only require a majority of those voting.)

- ii. City Projects –
 - 1. Pompano Drive Repair is complete except for sodding grass in the dirt so that the dirt does not end up washing into the canal. Charnel said that this is a City contractor responsibility and that the property owner is working directly with the City to get this completed.
 - 2. No new news on Porpoise Drive fence, but Don reported the City will be getting bids to fence all the lift stations with a privacy fence on 3 sides, including the one on Dolphin. Both the Porpoise Drive fence and the Dolphin lift station fence remain on the FEMA list for post-hurricane funding.
- iii. Dolphin Drive slip plates have been replaced by JM Davidson, who upgraded the new slip plates to stainless steel at no additional cost to us. However, we were not given an opportunity to observe the installation, so Lyle requested a follow up next week in order to ensure the plates fit well and slide up and down easily.
- iv. The project to place bollards around the camera poles to prevent City workers from driving their equipment into our poles, and thus disrupting the cameras, is complete.

g. NEW BUSINESS

- i. Short Term Rentals – the owner of 974 Bay St. has been asked via email to comply with the newly passed restriction, but there has been no response. Kelly will ask our attorney this week to proceed with the Section 209 letter. If there is no satisfactory action, after 30 days a lawsuit will be filed.
- ii. City Easement on Common Lot – Charnel would like the City to vacate their easement on our property, since the pipes are no longer in service. Charnel will draft a letter to the City attorney, requesting this.

h. OPEN MIC for MEMBERS

- i. There were no questions or statements from attending members.

II. NO EXECUTIVE SESSION NEEDED.

III. ADJOURNMENT

- a. There being no further business, upon motion by Rhonda Kramer and so seconded and carried, the meeting of the Board of Directors was adjourned at 11:55AM.
- b. The next Regular meeting of the Board is scheduled for June 8, 2019, at 10:00AM.