



CLEAR LAKE CITY COMMUNITY ASSOCIATION, INC.
SEPTEMBER 26, 2018
REGULAR BUSINESS OPEN MEETING MINUTES

The September Regular Business Open Meeting of the Clear Lake City Community Association, Inc. was called to order by President Terry Canup at 19:31 p.m. in Room B of the Clear Lake City Community Association Sports and Recreation Complex; located at 16511 Diana Lane, Houston, Texas 77062.

The following Trustees were present and a quorum was established

- President -Terry Canup
- Vice-President -Lori Alvarez - Absent
- Secretary-Leslie Eaton
- Treasurer - Glenda Stroud
- Matthew Henehan
- Linda Coblentz
- Buffy Downing
- Nef Trejo - Absent
- Michael Jennings – Arrived at 7:37pm

Rachel Morales- General Manager

Comments from the Audience

There were no comments from the audience

Motion to approve the August 15, 2018 Regular Business Open Meeting Minutes as written.

Motion: Terry Canup Second: Matthew Henehan

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary “Lori” Alvarez	<Absent>		
Terry Canup	X		
Linda Coblentz	X		
Buffy Downing	X		
Leslie Eaton	X		
Matthew Henehan			X
Michael Jennings	<Absent>		
Glenda Stroud	X		
Nef Trejo	<Absent>		

Vote: 5-For 0-Against 1-Abstain



The motion to approve the meeting minutes was approved.

Michael Jennings arrived at 19:37pm.

Approval of the Emergency meeting minutes were tabled due to the lack of a quorum.

Treasurer Report

Treasurer Glenda Stroud gave the Treasurer's Report and reviewed the balances. The CLCCA transferred \$30,000 to the Shell account on August 9. We have \$1,037,671 in the UBS.

We will have 2 CDs mature in November, Goldman Sachs and Chase. Most HOA/POAs do NOT have money in reserves. CLCCA has reserves because when the prior Board knew Friendswood Development was leaving they started putting money away so the Association would have money in store. In June of 1999, the balance was \$750,000; June of 2001, the balance was \$850,000; July of 2002, the balance was \$1,000,000. Today, the balance is \$1,037,671.

Account Balances as of August 31, 2018:

\$226,711 - Shell Money Market
\$161,399 - Operating account
\$3,000 – Merchant Account
\$47,696 – Business Advantage Savings Account
\$4,382,039 - Balance Sheet Total Liabilities & Equity

General Manager's Report

Collections for Transfer Fees and past due accounts was \$31,459.

Upcoming events:

The Fall Festival will be held on October 26, 2018. A special thanks to Clear Lake Modern Dentistry for donating a Yeti cooler to raffle off. Tickets are on sale in the office and Gym.

We are eliminating the Trunk or Treat because we do not know what people will be bringing and handing out. We will still have the vendors, scavenger hunt, petting zoo and games.

The Holiday Celebration will be held on December 2, 2018. Visit from Santa, vendors, holiday wrapping table, etc.



We are also going to try another Parent's Night Out to give parents time to go to a party or Christmas shop for their kids.

The October newsletter is ready to be printed. Motion to approve the funds, \$1,843, for printing the newsletter.

Motion: Glenda Stroud

Second: Terry Canup

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	<Absent>		
Terry Canup	X		
Linda Coblentz	X		
Buffy Downing	X		
Leslie Eaton	X		
Matthew Henehan	X		
Michael Jennings	X		
Glenda Stroud	X		
Nef Trejo	<Absent>		

Vote: 7-For 0-Against 0-Abstain

Donations for Jan-Aug: Monument Beautification: \$89.52; Park Beautification: \$245.75;
General Donations: \$21.30

As of today, we have three families who purchased park benches to honor a loved one. All will be placed at Fullerton Park. The cost is \$1,700 for a park bench and \$2,200 for a picnic table, which includes the engraving.

The Internal Audit has covered 13,792 accounts. Any discrepancies from Jenark to Buildium have been highlighted. We also looked at legal issues from 2011 to 2018. There were several accounts that needed to be written off. Upon completion the Jenark comparison delinquency spreadsheet showed \$304,721.12 due in receivables and the Buildium delinquency report showed \$304,721.12. We also discovered the reports generated from Jenark were not calculating correctly or forwarding the correct delinquent amount to the balance sheet. Jeff Canady was notified of the findings so that the audit could be completed.

The insurance renewal forms were completed and emailed to Brady Chapman & Associates.

We received three TPIA requests and the results are in the board packet.



The plumbing repairs passed inspection and the hole was filled. We received the bill for the emergency plumbing repair. Rachel was able to get \$500 taken off of the bill.

Buffy Downing addressed the board regarding tree removal by residents. She noted that we seem to lose at least one mature oak or pine tree every year and they are not being replaced. She noted that it can take 50 or more years for a tree to mature. Camino South is the only core that does NOT require residents to get ARC approval to remove a tree. We can require residents in the other cores to replace the trees.

HPD PIP – Linda Coblentz

Anthony Triplett from PAL for kids spoke. A man from the airbag recall committee spoke and is trying to get Houston residents to get their airbags checked and to get defective airbags fixed. Check www.airbagrecall.com to check whether the airbags in your vehicle need to be replaced.

Crime is still down in our area.

Violent Crime is down 8.3%

Non-violent crime is down 5%

Total Crime is down 5.4%

HPD is asking residents to please put their house numbers on your house to help emergency vehicles find you.

ACLC – Terry Canup

The ACLC met and discussed that Air B&B rooms are NOT approved by the Supreme Court to be rented like a rental home.

Exploration Green had its permit pulled because of the wet-bottom ponds within 5 miles of an airport. They are trying to get a variance to start construction again.

Some of the subdivisions in our area have removed the concrete walls and installed brick walls. While they look nice, our ground settles and they have a real issue with the bricks shifting and falling down. Also, they are planting root-growing plants and trees near the fences, which also causes them to shift and now they have a real potential to have to replace all those brick walls or have to do substantial maintenance on them.

The MS-13 gang has moved into our area into the apartments across from Clear Lake United Methodist Church. The apartment management company appears to be involved with the gang. The



police suspect the management company alerted the gang to HPD's presence when they attempted a raid at the complex.

Everyone is opposed to the tank farm proposition across from Ellington Field. They do not want another Brio situation developing over there.

CLCWA – Buffy Downing

Exploration Green is requesting a variance for the wet-bottom ponds due to issues with migratory birds. The City of Houston has an ordinance which states any detention pond within 5 miles of a Houston airport has to be a dry-bottom pond, which is one that drains within 72 hours of filling up.

ARC – Leslie Eaton

The ARC met on September 11 and there were four residential applications submitted. The applications were for painting two homes, one siding & windows replacement, and one porch gable. All were approved as submitted.

There were four Commercial application submitted. Two were for monument signs, one of which requires a board variance. A third request for a monument sign was disapproved due to non-payment of HOA dues, but they have since paid them. All of the applications were approved as submitted.

The fourth application was for the apartments at 16200 Space Center Blvd applied to do major repair work at the complex. Everything was approved except the paint colors. They were pastel "Tropicana" colors. The ARC asked them to return with a different palette of colors.

Motion to approve the variance on sign size & height for Star Plaza at 2402-2420 Bay Area Blvd.

Motion: Matthew Henehan

Second: Leslie Eaton

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	<Absent>		
Terry Canup			X
Linda Coblentz	X		
Buffy Downing	X		
Leslie Eaton	X		
Matthew Henehan	X		
Michael Jennings	X		
Glenda Stroud	X		
Nef Trejo	<Absent>		

Vote: 6-For 0-Against 1-Abstain



Budget & Finance – Glenda Stroud

Meeting held on September 25th. The committee discussed the delinquency report and late fees, individual delinquent accounts and reviewed of bylaw 9.6.

Bylaws & Policies – Terry Canup

No Meeting. No Report.

Communications – Linda Coblentz

No meeting. No report.

Elections – Buffy Downing

No meeting. No report.

Facilities Committee – Nef Trejo

The NASA Little League would like to lease the tennis court property and parking lot. They'd like to build a batting cage/practice area for the league. The tennis courts are in very poor condition and not playable. The NASA Little League will incur the maintenance of the parking lot, repairing the potholes and striping. They also are not to start improvements until they start making rent payments on January 1. This will save them money on rent and insurance.

Motion to approve the proposed NASA Little League lease agreement for the tennis courts and parking lot area. The Board discussed the clause in the lease agreement allowing ownership of any building or improvements that are made, to revert back to the CLCCA to recoup losses.

Motion: Michael Jennings

Second: Matthew Henehan

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	<Absent>		
Terry Canup	X		
Linda Coblentz	X		
Buffy Downing	X		
Leslie Eaton	X		
Matthew Henehan	X		
Michael Jennings	X		
Glenda Stroud	X		
Nef Trejo	<Absent>		

Vote: 7-For 0-Against 0-Abstain



The interior indoor pool doors and frames are rotted from the chlorine & chemicals in the air.

Motion to approve the bid from CDS amended to say the repair of the TWO full door frames and four doors installed in aluminum for \$3,860.

Motion: Terry Canup Second: Leslie Eaton

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	<Absent>		
Terry Canup	X		
Linda Coblentz	X		
Buffy Downing	X		
Leslie Eaton	X		
Matthew Henahan	X		
Michael Jennings	X		
Glenda Stroud	X		
Nef Trejo	<Absent>		

Vote: 7-For 0-Against 0-Abstain

The baseball backstop at Krueger Park needs repair of 40 ft of 1 5/8" rail and 60ft of chain link mesh repair bid by Foster for \$1,344. Board approval is not needed for the amount of this bid.

The ceiling-mounted retractable basketball goals in the gym are in need of inspection and repair.

Approve quote from Academic Specialties of Texas option 2 quote for 4 backstops for \$1,850.

Motion: Michael Jennings Second: Linda Coblentz

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	<Absent>		
Terry Canup	X		
Linda Coblentz	X		
Buffy Downing	X		
Leslie Eaton	X		
Matthew Henahan	X		
Michael Jennings	X		
Glenda Stroud	X		
Nef Trejo	<Absent>		

Vote: 7-For 0-Against 0-Abstain

For security purposes for all patrons during classes, camp, etc., a quote was received to install controlled access on the facility. There will be a keypad for the gate near the office. The staff and Board will only have access to the gate. All other guests will enter through the gym to sign in or pay to use the facility. Rachel recommends keypad access over card readers because the cards can get lost.



All patrons will be notified in advance of the plan before it begins. Motion to approve installing the controlled access to the facility, including the main gate keypad for \$1,350.

Motion: Terry Canup Second: Glenda Stroud

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	<Absent>		
Terry Canup	X		
Linda Coblentz	X		
Buffy Downing	X		
Leslie Eaton	X		
Matthew Henehan	X		
Michael Jennings	X		
Glenda Stroud	X		
Nef Trejo	<Absent>		

Vote: 7-For 0-Against 0-Abstain

Lynda Coblentz noted that we need more handicapped parking on the gym side of the facility.

Personnel – Terry Canup

No Meeting, No Report.

Revision of Founding Documents – Terry Canup

No Meeting, but there were discussions with Dennis Paul's staff. He does support our effort to amend property code which has been submitted to the State Legislature. Rachel received a call from Senator Taylor's staff and they are also working with Dennis Paul's office on this endeavor. We now have support from both branches of the House.

Trustee General Comments

Michael Jennings – No comment.

Linda Coblentz – There will be no PIP meeting next month.

Leslie Eaton -- No comment.

Matthew Henehan – No comment.

Glenda Stroud – The Facilities committee meeting was a LONG meeting.

Buffy Downing – How many MS-13 gang members residing in the area?

Terry Canup – No comment.

The Open Meeting was recessed at 20:57pm in order to go to the Closed Meeting.



After the Closed Meeting, The Open Meeting was recommenced at 21:42pm.

Consider and approve the Closed Meeting minutes from August as amended.

Motion: Terry Canup Second: Glenda Stroud

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	<Absent>		
Terry Canup	X		
Linda Coblentz	X		
Buffy Downing	X		
Leslie Eaton	X		
Matthew Henahan			X
Michael Jennings	X		
Glenda Stroud	X		
Nef Trejo	<Absent>		

Vote: 6-For 0-Against 1-Abstain

Motion to move the Seagate Lane property to the attorney for foreclosure as discussed in the Closed Session.

Motion: Leslie Eaton Second: Matthew Henahan

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	<Absent>		
Terry Canup	X		
Linda Coblentz	X		
Buffy Downing	X		
Leslie Eaton	X		
Matthew Henahan	X		
Michael Jennings	X		
Glenda Stroud	X		
Nef Trejo	<Absent>		

Vote: 7-For 0-Against 0-Abstain

Motion to accept the payment plan for the other property on Seagate Lane as discussed in the Closed Session.

Motion: Leslie Eaton Second: Matthew Henahan

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	<Absent>		
Terry Canup	X		
Linda Coblentz	X		
Buffy Downing	X		



Leslie Eaton	X		
Matthew Henehan	X		
Michael Jennings	X		
Glenda Stroud	X		
Nef Trejo	<Absent>		

Vote: 7-For 0-Against 0-Abstain

Motion to move the Bonanza property to legal if the sale is not concluded in 10 days as discussed in the Closed Session.

Motion: Leslie Eaton Second: Terry Canup

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	<Absent>		
Terry Canup	X		
Linda Coblentz	X		
Buffy Downing	X		
Leslie Eaton	X		
Matthew Henehan	X		
Michael Jennings	X		
Glenda Stroud	X		
Nef Trejo	<Absent>		

Vote: 7-For 0-Against 0-Abstain

Motion to send the El Camino property to legal as discussed in the closed session.

Motion: Leslie Eaton Second: Matthew Henehan

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	<Absent>		
Terry Canup	X		
Linda Coblentz	X		
Buffy Downing	X		
Leslie Eaton	X		
Matthew Henehan	X		
Michael Jennings	X		
Glenda Stroud	X		
Nef Trejo	<Absent>		

Vote: 7-For 0-Against 0-Abstain

Motion to approve the additional funds to move forward with the investigation as discussed in the closed session.

Motion: Leslie Eaton Second: Terry Canup



TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	<Absent>		
Terry Canup	X		
Linda Coblentz	X		
Buffy Downing	X		
Leslie Eaton	X		
Matthew Henchan	X		
Michael Jennings	X		
Glenda Stroud	X		
Nef Trejo	<Absent>		

Vote: 7-For 0-Against 0-Abstain

Motion to approve the write-offs in the internal audit as discussed in the closed session.

Motion: Leslie Eaton Second: Glenda Stroud

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	<Absent>		
Terry Canup	X		
Linda Coblentz	X		
Buffy Downing	X		
Leslie Eaton	X		
Matthew Henchan	X		
Michael Jennings	X		
Glenda Stroud	X		
Nef Trejo	<Absent>		

Vote: 7-For 0-Against 0-Abstain

Motion to move several accounts to collections as discussed in the closed session.

Motion: Leslie Eaton Second: Matthew Henchan

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	<Absent>		
Terry Canup	X		
Linda Coblentz	X		
Buffy Downing	X		
Leslie Eaton	X		
Matthew Henchan	X		
Michael Jennings	X		
Glenda Stroud	X		
Nef Trejo	<Absent>		

Vote: 7-For 0-Against 0-Abstain



Comments from the Audience

There were no comments from the audience

A motion to Adjourn was offered by Michael Jennings.

The Regular Business Meeting of 26 September 2018 was closed at 21:46.


Leslie Eaton, Board Secretary

17 Oct 2018
Date