



CLEAR LAKE CITY COMMUNITY ASSOCIATION, INC.
19 DECEMBER 2018
REGULAR BUSINESS OPEN MEETING MINUTES

The December Regular Business Open Meeting of the Clear Lake City Community Association, Inc. was called to order by President Terry Canup at 19:30 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
- Secretary - Leslie Eaton
- Treasurer - Glenda Stroud
- Matthew Henahan
- Linda Coblentz
- Buffy Downing - Absent
- Nef Trejo - Absent
- Michael Jennings - Absent

Rachel Morales- General Manager

Comments from the Audience

There were no comments from the audience

Motion to approve the November 28, 2018 Business Open Meeting Minutes as written.

Motion: Terry Canup Second: Glenda Stroud

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

Vote: 6-For 0-Against 0-Abstain



The motion to approve the meeting minutes was approved.

President Report

The President reported that he had a wonderful Thanksgiving.

Treasurer Report

Treasurer Glenda Stroud gave the Treasurer's Report and reviewed the November financials. The Board approved the reinvestment of two CDs for \$100,000 last month. The CD for American Express was gone. We were able to invest the second CD with Morgan Stanley for the same rate.

The value of reserve fund as of November 30, 2018 is \$1,041,233.25.

The Shell Credit Union account has \$152,329.15 . Next week is payroll and we may need to transfer funds from the Shell account to cover.

General Manager's Report

The November collections was \$12,636.02.

The January Newsletter was approved by the Communications Chair and Board President. The printing expense will be \$3,880.

Motion to approve \$,3880 to cover the newsletter printing expense.

Motion: Matthew Henehan

Second: Lori Alvarez

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

Vote: 6-For 0-Against 0-Abstain



Cody met with the NASA Little League Board and they are not interested in paying interest to extend the term to 10 years. The contract was signed on December 10, 2018. The NASA Little League will be submitting their first \$10,000 payment in January.

Mr. Godwin indicated on November 2, 2018 that he is waiting to receive the appraisal and once he receives it he will turn it over to his attorney, who will then contact us with how to proceed with the gift deed

The CLCCA is now purchasing their pool supplies from the Pool Supply Company. This allows us to cut out the middleman and save money on the cost of the supplies.

AT&T contacted Rachel regarding the new 5G node that is placed in the Right of Way in front of the Recreation Center. They would like to activate the node to get 5G coverage for our area, but cannot get permanent power delivered until some time in January. The two options are:

(1) to place a generator on our property. AT&T would be willing to pay us \$500 per month until the permanent power is delivered, OR

(2) run a direct breaker from our power panels into a waterproof power box and run a cable from that box to the node. AT&T would be willing to pay \$500 per month and would be willing to pay a portion of our power bill as well. Typically, these poles run about \$70 per month. The 5G service handles all first responder communications and would lead to faster 911 service.

The board discussed the options and chose the direct breaker option due to concerns over noise issues from the generator

Motion to approve the direct breaker option for AT&T to power the 5G node.

Motion: Terry Canup Second: Glenda Stroud

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

Vote: 6-For 0-Against 0-Abstain



Rachael completed the Deed Restriction drives and 184 letters were mailed to homeowners.

HPD PIP – Linda Coblentz

No meeting. No Report. There are no more meetings for 2018.

ACLC – Terry Canup

There was no meeting in December. The next meeting will be in January.

CLCWA – Buffy Downing

Buffy Downing was absent from the Board Meeting.

ARC – Leslie Eaton

The ARC met on 13 December 2018. Two residential applications were submitted. One was approved and the Tree House needed a variance from the Board. The Homeowner was requested to provide a letter signed by his neighbours that they do not have an issue with the height of the treehouse. The board acknowledged that the treehouse was very nicely constructed. The homeowner brought a letter and indicated that it was signed by all his neighbors to the meeting.

Motion to approve the variance for the height of the treehouse at 1003 Trowbridge.

Motion: Matthew Henehan

Second: Glenda Stroud

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

Vote: 6-For 0-Against 0-Abstain

The variance was approved by the board.

One commercial application was submitted and was disapproved because the sign was too large.

Budget & Finance – Glenda Stroud

The Budget and Finance Committee met on December 13, 2018 to discuss the 2016-2017 draft audit.



Motion to accept the 2016-2017 audit as presented.

Motion: Glenda Stroud

Second: Terry Canup

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

Vote: 6-For 0-Against 0-Abstain

The Treasurer also indicated that the Board also will have a \$50K CD coming due from Wells Fargo in March 2019.

Bylaws & Policies – Terry Canup

The Bylaws and Policies Committee met on December 6, 2018 and discussed changes to the Trustee Duties & Responsibilities and Ethics Policies under the Code of Conduct so that it will be consistent with Bylaw 3.3 regarding the number of days a Trustee has to review the TOMA.

Motion to approve changes to the policies to concur with Bylaw 3.3.

Motion: Terry Canup

Second: Lori Alvarez

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

Vote: 6-For 0-Against 0-Abstain



The Committee also discussed an addition to Bylaw 5.1 Vacancy Criteria to add a business proprietor to section (b).

Motion to add Business Proprietor to Bylaw 5.1 section (b).

Motion: Terry Canup Second: Lori Alvarez

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

Vote: 6-For 0-Against 0-Abstain

The Board approved the change to Bylaw 5.1.

Communications – Linda Coblenz

No meeting. No report.

Elections – Buffy Downing

No meeting. No report.

Facilities Committee – Nef Trejo

No meeting. No report.

Personnel – Terry Canup

No Meeting, No Report.

Revision of Founding Documents – Terry Canup

No meeting. No report.

Trustee Comments

Linda Coblenz – I received a complaint about leaves being blown into the street from the Nasa Area Little League crew.

Leslie Eaton – No Comments



Terry Canup – No Comments
Matthew Henehan – Merry Christmas
Glenda Stroud – Happy New Year
Lori Alvarez – Merry Christmas and Happy New Year

The Open Meeting was recessed at 20:08pm in order to go to the Closed Meeting.

After the Closed Meeting, The Open Meeting was recommenced at 20:35pm.

Motion to approve the November closed meeting minutes.

Motion: Leslie Eaton Second: Lori Alvarez

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

Vote: 6-For 0-Against 0-Abstain

Motion to excuse absences for Board Members as discussed in the Closed Session.

September 26, 2018: Nef Trejo & Lori Alvarez

October 17, 2018: Buffy Downing & Mike Jennings

November 6, 2018: Nef Trejo, Buffy Downing & Mike Jennings

November 28, 2018: Nef Trejo & Mike Jennings

December 19, 2018: Nef Trejo & Mike Jennings, Buffy Downing

Motion: Leslie Eaton Second: Terry Canup

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



Nef Trejo	<Absent>		
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Vote: 6-For 0-Against 0-Abstain

Motion to move the Meadowgreen property to legal for non-payment as discussed in the Closed Session.

Motion: Leslie Eaton Second: Matthew Henehan

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

Vote: 6-For 0-Against 0-Abstain

Comments from the Audience

There were no comments from the audience

A motion to Adjourn was offered by Matthew Henehan.

The Regular Business Meeting of 18 December 2018 was closed at 20:36.


Leslie Eaton, Board Secretary

16 January 2019
Date