



## CLEAR LAKE CITY COMMUNITY ASSOCIATION, INC.

17 April 2019

### REGULAR BUSINESS OPEN MEETING MINUTES

The February 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
- Linda Coblentz
- Matthew Henehan
- Tom Linton
- Nef Trejo

Rachel Morales- General Manager

**Comments from the Audience**

There was one speaker from the audience:

Sue Burnfin from Meadowgreen spoke to the board about the large tree house that faces her back yard from the home in Camino South. She indicated that she spoke with her neighbors and they signed but do not want their names known. She asked to know why each of the Board members voted to allow the tree house. President Terry Canup explained that by law we are not allowed to respond to comments from the audience.

Motion to approve the March 20, 2019 Business Open Meeting Minutes as written.

Motion: Matthew Henehan Second: Linda Coblentz

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez			X
Terry Canup	X		
Linda Coblentz	X		
Leslie Eaton	X		
Matthew Henehan	X		



<OPEN>	<Absent>		
Tom Linton	X		
Glenda Stroud			X
Nef Trejo	X		

Vote: 6-For 0-Against 2-Abstain

The motion to approve the meeting minutes was approved.

### **President Report**

President Terry Canup noted that Oakbrook West is still missing a representative. The position is up for election at this time.

President Terry Canup discussed that the Board wanted to see what the tree house looked like in the spring after the trees filled out. He commented that he frequently drove right by it and did not see it after the trees filled out. He also commented that the individuals who are complaining do not even live in the same subdivision and recommended that they simply not stare at it. Linda commented that it bothered her, and she considered it intrusive. She regrets that it was approved.

### **Treasurer Report**

Treasurer Glenda Stroud gave the Treasurer's Report. The balance on our UBS account currently is \$1,060,597.42. The Bank of America checking balance is at \$95,959.95.

The Treasurer gave the Board Members a list of the CDs and when they are due. We have a \$50,000 CD that came due on March 29, 2019. The Board reviewed the offer sheets and discussed several options for reinvestment. Since the rates are trending down at the moment, the Board discussed several short-term investment options.

Motion to reinvest the CD in the Sallie Mae Bank in Salt Lake City for 2.6% or the Goldman Sachs if Sallie Mae is taken.

Motion: Terry Canup

Second: Lori Alvarez

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	X		
Terry Canup	X		
Linda Coblentz	X		
Leslie Eaton	X		
Matthew Henehan	X		
Tom Linton	X		
Glenda Stroud	X		
Nef Trejo	X		



Vote: 8-For 0-Against 0-Abstain

The motion to reinvest the CD in the short-term Sallie Mae was approved.

We transferred \$40,000 from the Shell Credit Union account to the Operating Account in April. We still have \$37,751.17 in the Shell Account.

The last payment to Canady & Canady was made. The City of Houston pool permits cost \$1,867. The CLCWA bill that was paid on March 5 was \$8,027.28. This was for all 10 meters that we are responsible for and included the large leak at the pool meter that has been repaired.

The 2016-2017 audit is complete.

The 2017-2018 audit is finished.

The Balance Sheet showing accounts receivable is \$245,410.20.

### **General Manager's Report**

The March collections were \$26,019 and includes transfer fees, etc.

The General Manager reported that 164 deed restriction letters have been mailed this month.

There were no applications for the Oakbrook West Trustee position that is open. The President explained that since Oakbrook West position is up for election, if a resident volunteered for the position, they would be immediately up for re-election, as the term ends in June. One individual applied for the position but was not eligible.

Motion to leave the Oakbrook West position vacant until someone is voted into office at the upcoming the election.

Motion: Terry Canup

Second: Lori Alvarez

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	X		
Terry Canup	X		
Linda Coblentz	X		
Leslie Eaton	X		
Matthew Henahan	X		
Tom Linton	X		
Glenda Stroud	X		
Nef Trejo	X		

Vote: 8-For 0-Against 0-Abstain



The Criterium-Ferrell-Yancy Engineers are scheduled to begin the new Reserve Study in late May.

The land appraisals for the Friendswood Ranch Property were received. The tract in front of Norman Frede Chevrolet appraised for \$49,000 and the land in front of the hotel appraised for \$43,130. Mr. Godwin is requesting that the Association forgive the 2017 & 2018 assessments and late fees for both properties. This amounts to \$4,604.94. Mr. Godwin stated that he will pay the closing costs and the property taxes up until the date of the closing, which is currently scheduled for late April.

Motion to waive the fees so the property can be transferred and accept the property donation.

Motion: Lori Alvarez

Second: Tom Linton

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	X		
Terry Canup	X		
Linda Coblentz	X		
Leslie Eaton	X		
Matthew Henahan	X		
Tom Linton	X		
Glenda Stroud	X		
Nef Trejo	X		

Vote: 8-For 0-Against 0-Abstain

The Property Assessments are starting to go out. Homeowners will be able to pay them online or in person, even before they get the bill. A TPIA request was received for an audio recording that does not exist. The General Manager sent a response and copied the board.

Summer camp registration is open, and three campers have already signed up for the entire 10 weeks. We also have three sponsors for the camp.

Thirty-one spots were sold for the Garage Sale with a total of 37 rentals.

The Easter Event brought in \$1,849. This event gets bigger each year. We distributed 8,000 eggs. The petting zoo was popular, and the trackless train had a long line. The train man said he would be back next year for us.

The Opening Day Pool Party is scheduled for May 24<sup>th</sup> from 5:30 -10:00pm. There will be games, prizes, and a dive-in movie on the big outdoor screen at dark.



A bar code will now be placed on all facility tags. This will allow residents to scan their cards instead of having to sign in. It also will alert the staff when a card is expired.

Suncoast Plumbing was called out on April 9<sup>th</sup> to investigate another leak that is 5-10 ft closer to the indoor pool area. They will inspect the leak for free. The Board was provided a quote to repair the leak with a 4" domestic water main for \$3,480.

Motion to approve the repair of the water main for \$3,480.

Motion: Terry Canup                      Second: Lori Alvarez

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	X		
Terry Canup	X		
Linda Coblentz	X		
Leslie Eaton	X		
Matthew Henehan	X		
Tom Linton	X		
Glenda Stroud	X		
Nef Trejo	X		

Vote: 8-For    0-Against    0-Abstain

Rachel plans to get a bid from Suncoast Plumbing to inspect ALL of the pipes and give us an estimate of what it would cost to have them all replaced due to their age.

#### **HPD PIP – Linda Coblentz**

In the Clear Lake district, crime is down. Jordan Beamer from the City Councilman's office was there to remind us that the Hurricane Harvey recovery center and survey are open for victims to report damage and issues. Also, a survey is open for Hurricane Harvey victims to report issues. The program was Officer Matthew Langford from the Highway Interdiction branch from HPD. Specifically, he discussed the drugs and cocaine arrests they made and the human trafficking and spent time talking about the card skimming issues at gas stations. He noted that he no longer pays at the pump with his card and only pays at the window.

#### **ACLC – Terry Canup**

Jordan from the mayor's office was at the meeting and was instrumental in getting the sinkhole repaired. It was a water authority issue with broken pipes that caused the issue.

New At-Large Councilman Amanda Edwards was at the meeting and discussed how the city will



finance Proposition B. The only recommendation is to let the firemen go. There were County Representatives at the meeting also, discussing various projects.

More subdivisions are installing the brick fences. We may be able to get replacement panels from one of the subdivisions that is removing the concrete fences before they break them.

Also, they discussed getting more mass transit into the area.

#### **CLCWA – Tom Linton**

The Water Authority approved the drought contingency plan. The plan is required to be reviewed every 5 years.

#### **Committee Reports**

##### **ARC – Leslie Eaton**

The Architectural Review Committee met on 09 April 2019. Fourteen residential ARC requests were submitted, and all were approved except for one request for a patio, which was disapproved. Four commercial ARC requests were submitted. Two were for monument signs and were approved with restrictions. There was another request for building repairs, which was approved and one submission of building site plans. There were no variances required to be approved by the ARC.

##### **Budget & Finance – Glenda Stroud**

The FY 2017-2018 draft audit and Form 990 were reviewed. The CLCCA had two audits in back to back years by our choice, in 2016-17 and 2017-18. The 2017-2018 audit went much faster because they were already acquainted with Buildium. We had \$500,000 in improvements after Hurricane Harvey and the insurance money coming in helped us financially in 2017-2018.

Motion to approve the 2017-2018 audit.

Motion: Glenda Stroud

Second: Terry Canup

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary “Lori” Alvarez	X		
Terry Canup	X		
Linda Coblentz	X		
Leslie Eaton	X		
Matthew Henchan	X		
Tom Linton	X		
Glenda Stroud	X		
Nef Trejo	X		

Vote: 8-For 0-Against 0-Abstain



The updated Form 990 was completed, and the figures are the same. The only changes are the date and the list of officers and trustees.

Motion to accept the amended Form 990.

Motion: Glenda Stroud

Second: Terry Canup

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	X		
Terry Canup	X		
Linda Coblentz	X		
Leslie Eaton	X		
Matthew Henahan	X		
Tom Linton	X		
Glenda Stroud	X		
Nef Trejo	X		

Vote: 8-For 0-Against 0-Abstain

#### **Bylaws & Policies – Terry Canup**

No meeting. No report.

#### **Communications – Linda Coblentz**

The communication committee did meet, and it was noted that we do not have many advertisers in the newsletter. A letter is being generated by the committee to obtain advertisers.

#### **Elections – Tom Linton**

No meeting. No report. We will be meeting with the judge on Monday for the election.

#### **Facilities Committee – Nef Trejo**

Nef discussed 15 different repairs and decided to recommend 6 of them to the board for consideration.

Motion to approve the Ladies Locker room showerhead repairs with Suncoast Plumbing.

Motion: Nef Trejo

Second: Glenda Stroud

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	X		
Terry Canup	X		
Linda Coblentz	X		
Leslie Eaton	X		
Matthew Henahan	X		



Tom Linton	X		
Glenda Stroud	X		
Nef Trejo	X		

Vote: 8-For 0-Against 0-Abstain

For the water slide repair, the committee decided to have maintenance apply wax over the summer and revisit the repair in the fall.

Motion to approve the concrete repairs at the outdoor pool at the Recreation Center using Detail Construction & Remodeling for the concrete in the pool area walkway & the concrete under the bleachers and to use Suncoast Plumbing for the necessary water pipe repairs.

Motion: Nef Trejo Second: Matthew Henehan

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	X		
Terry Canup	X		
Linda Coblentz	X		
Leslie Eaton	X		
Matthew Henehan	X		
Tom Linton	X		
Glenda Stroud	X		
Nef Trejo	X		

Vote: 8-For 0-Against 0-Abstain

Motion to replace 5 rows of bleachers (30') at the main recreation center pool with the bleachers from the Park Catalog.

Motion: Nef Trejo Second: Matthew Henehan

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	X		
Terry Canup	X		
Linda Coblentz	X		
Leslie Eaton	X		
Matthew Henehan	X		
Tom Linton	X		
Glenda Stroud	X		
Nef Trejo	X		

Vote: 8-For 0-Against 0-Abstain





Motion to approve the sidewalk and parking lot repairs at Oakbrook West Park by Detail Construction. 8,800 sq.ft. will be replaced.

Motion: Nef Trejo Second: Linda Coblentz

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	X		
Terry Canup	X		
Linda Coblentz	X		
Leslie Eaton	X		
Matthew Henehan	X		
Tom Linton	X		
Glenda Stroud	X		
Nef Trejo	X		

Vote: 8-For 0-Against 0-Abstain

Motion to use Kraftsman for a new frog spring rider at Krueger Park in Meadowgreen.

Motion: Nef Trejo Second: Linda Coblentz

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	X		
Terry Canup	X		
Linda Coblentz	X		
Leslie Eaton	X		
Matthew Henehan	X		
Tom Linton	X		
Glenda Stroud	X		
Nef Trejo	X		

Vote: 8-For 0-Against 0-Abstain

Motion to approve Quality Courts to resurface the Tennis Court repairs at Rutledge Park.

Motion: Nef Trejo Second: Tom Linton

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	X		
Terry Canup	X		
Linda Coblentz	X		
Leslie Eaton	X		
Matthew Henehan	X		
Tom Linton	X		
Glenda Stroud	X		
Nef Trejo	X		

Vote: 8-For 0-Against 0-Abstain



### **Personnel – Terry Canup**

No Meeting, No Report.

### **Trustee Comments**

Thomas Linton – Nef will send him an email and he will put him in touch with the Galveston Eagle Scouts. John Jacob at the Parks & Recreation Department at Texas A&M in College Station will get a group together to help.

Nef Trejo – I will reach out to Tom and we can discuss it at the next facilities meeting.

Linda Coblentz – No comments.

Leslie Eaton – No comments.

The Open meeting was adjourned at 21:09 in order to go to the Closed Meeting.

After the Closed Meeting, the Open Meeting was recommenced at 21:31pm.

Motion to write-off \$448 on the El Dorado Blvd property. Legal will negotiate a payment plan.

Motion: Leslie Eaton Second: Terry Canup

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary “Lori” Alvarez	X		
Terry Canup	X		
Linda Coblentz	X		
Leslie Eaton	X		
Matthew Henchan	X		
Tom Linton	X		
Glenda Stroud	X		
Nef Trejo	X		

Vote: 8-For 0-Against 0-Abstain

Motion to file suit on the other 4 properties with the attorney.

Motion: Leslie Eaton Second: Matthew Henchan

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary “Lori” Alvarez	X		
Terry Canup	X		
Linda Coblentz	X		
Leslie Eaton	X		
Matthew Henchan	X		
Tom Linton	X		
Glenda Stroud	X		



Nef Trejo	X		
-----------	---	--	--

Vote: 8-For 0-Against 0-Abstain

Motion to write off legal fees as discussed in the closed session for the Camino South property.

Motion: Leslie Eaton Second: Lori Alvarez

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	X		
Terry Canup	X		
Linda Coblentz	X		
Leslie Eaton	X		
Matthew Henehan	X		
Tom Linton	X		
Glenda Stroud	X		
Nef Trejo	X		

Vote: 8-For 0-Against 0-Abstain

Motion to approve the Closed Meeting Minutes as written.

Motion: Leslie Eaton Second: Terry Canup

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez			X
Terry Canup	X		
Linda Coblentz	X		
Leslie Eaton	X		
Matthew Henehan	X		
Tom Linton	X		
Glenda Stroud			X
Nef Trejo	X		

Vote: 6-For 0-Against 2-Abstain

### Comments from the Audience

There were no comments from the audience

A motion to Adjourn was offered by Matthew Henehan.

The Second Regular Business Meeting of 20 February 2019 was closed at 21:33.

  
Leslie Eaton, Board Secretary

5/15/19  
Date