



## **Board of Trustees Business Open and Closed Meeting Agendas April 15, 2020**

The Clear Lake City Community Association, Inc. Board of Trustees will meet at 7:30 p.m. on Wednesday, April 15, 2020. Due to the COVID-19 pandemic, the meeting will be held through Zoom Video Communications. These actions are being taken to mitigate the spread of COVID-19 by avoiding meetings that bring people into a group setting. Telephonic and videoconferencing capabilities will be utilized to allow individuals to address the board.

Join the meeting by visiting <https://zoom.us/j/872166550?pwd=RXZHR2JRV29ZamdM21hc3lVRWIwUT09> or by calling (346) 248-7799 and entering:

**Meeting ID: 872 166 550**

**Password: 865101**

*\*Please be sure to keep your microphone on mute at all times unless called upon by the Chair.*

### **BUSINESS OPEN MEETING AGENDA**

- 1. Establish a quorum and call the Business Open Meeting of April 15, 2020 to order.**
- 2. Please turn all cellular phones to vibrate or off.**
- 3. Comments from the Audience (10 Minutes Maximum)** *\*If you wish to address the board, please complete the online form located on the website on the news page and submit it to [Rmorales@clcca.org](mailto:Rmorales@clcca.org) no later than 5:00pm on April 15<sup>th</sup>. Upon entering the online meeting, please message the host to state you'd like to address the board and whether you submitted the form. Once the host moves you into the meeting room, please keep your microphone on mute until the Board President calls on you to speak. Please have your information ready.*
  - a. Texas State Law prohibits the Board of Trustees from commenting on any statement or engaging in dialogue without an appropriate agenda item being posted in accordance with the Texas Open Meetings Act 551.042. Comments should be limited to **two (2) minutes** per policy and directed to the entire board, not individual members or the audience. Engaging in verbal attacks or comments intended to insult, abuse, malign or slander any individual or creating a disturbance shall be cause for termination of speaking privileges and the guest will be removed from the meeting by the host.
  - b. As appropriate, Trustees may respond to an inquiry if listed on the Agenda or to identify the policy or procedure applicable to the inquiry or to request placing the inquiry on a future agenda.
- 4. Consider and approve the February 19, 2020 Business Open Meeting Minutes**
- 5. Officers Reports**
- 6. President's Report – Mr. Canup**
  - a. General comments
  - b. Discussion regarding the OBW concrete fence and motion on how to proceed
  - c. Examine committee assignments and motion to approve recommended changes
  - d. Motion to approve 7:00pm start time for CLCCA Board of Trustee Meetings
- 7. Treasurer's Report – Mrs. Stroud**
  - a. Present status of CLCCA finances and related activities
  - b. CD renewals and make necessary motions
- 8. General Manager's Report – Ms. Morales**
  - a. Discussion and motion to send April's newsletter electronic and to approve the expense for a May/June newsletter.

9. **HPD PIP** – Ms. Taylor, Scheduled 3<sup>rd</sup> Tuesday of the month
10. **ACLC** – Mr. Canup, Scheduled 2<sup>nd</sup> Wednesday of the month
11. **CLCWA** – Ms. Coblentz, Scheduled 2<sup>nd</sup> Thursday of the month

**12. Standing Committee Reports:**

- a. **Architecture Review** – Ms. Eaton, meeting held March 10 and April 14
  - i. Motion to approve any variances brought before the Board by the Committee's recommendation requests
- b. **Budget and Finance** – Mr. Canup – meeting held March 11
  - i. Motion to approve FY 2018-19 Audit
  - ii. Motion to approve FY 2018 Tax Return
  - iii. Motion to approve Engagement Letter for two years with Canady & Canady
  - iv. Motion to approve FY 2019-20 Budget Adjustments
- c. **Bylaws & Policies** – Mr. Canup – no meeting, no report
- d. **Communications** – Ms. Coblentz – no meeting, no report
- e. **Elections** – Ms. Taylor – meeting held on October 28, 2019
  - i. Motion to approve pay rates for the Election Judge & Clerk
- f. **Facilities** – Mr. Cook – meeting held April 13
  - i. Motion to approve water slide slip resistant mats
  - ii. Motion to approve new shade structures at the outlying pools
  - iii. Motion to approve the purchase and installation of two diving boards at recreation center
  - iv. Motion to approve quote to improve the following areas:
    - Indoor pool deck paint
    - Outdoor pool entrance way paint
    - Men's indoor locker room flooring and paint
    - Courtyard concrete replacement
    - Park structures at Fullerton Park
    - Outdoor Pool Repairs
- g. **Personnel** – Mr. Canup – no meeting, no report

**13. Special Committee Reports**

- a. **Revision of Restrictive Covenants** – Mr. Cook – no meeting, no report

**14. Trustees General Comments (Left to Right) 2 Minutes, President going last**

**15. Comments from the audience (20 Minutes Maximum)** *\*Please raise your hand or message the host ahead of time to state you'd like to address the board. Keep your microphone on mute until the Board President calls on you to speak. Please have your information ready.*

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- b. As appropriate, Trustees may respond to an inquiry if listed on the Agenda or to identify the policy or procedure applicable to the inquiry or to request placing the inquiry on a future agenda.

**16. Recess to Business Closed Meeting under Texas Government Code Chapters 551.071, 551.072, 551.074 at:** \_\_\_\_\_ . *The Host will move all guests to the "waiting room" while the closed meeting is in progress.*

**Commence Business Closed Meeting at:** \_\_\_\_\_ .

**BUSINESS CLOSED MEETING AGENDA**

**A. President's General Comments**

- i. Trustee absences

**B. Vice President Comments**

**C. Treasurer's Comments**

- i. 2018-19 Audit

**D. GM Report**

- i. Personnel Update
- ii. Legal report
- iii. Collections & request(s)
- iv. Commercial deed violation(s), concern(s), and requests(s)
- v. Residential deed violation(s), concern(s), and request(s)

**E. Review the February 19, 2020 Closed Meeting Minutes**

**Recess Business Closed Meeting and return to Business Open Meeting under Texas Government Code Chapter 551.102 at: \_\_\_\_\_.**

**Recommence Open Meeting Agenda at: \_\_\_\_\_.**

*All guests in the "waiting room" will be moved back to the meeting.*

**BUSINESS OPEN MEETING AGENDA (continued)**

**17. Consider and approve the February 19, 2020 Closed Meeting Minutes**

**18. Any subsequent motions arising from Closed Meeting Discussions**

**Adjourn the Business Open Meeting at: \_\_\_\_\_**

**Rachel Morales,  
CLCCA General Manager**

**Note:** Whenever any agenda item is not ready for action at the time it is reached on the agenda that item shall be placed at the end of the agenda for action when all other agenda items have been considered or may be skipped entirely. The Presiding Officer of the Board of Trustees reserves the right to take up agenda items out of the order in which they are posted on this agenda.