



CLEAR LAKE CITY COMMUNITY ASSOCIATION, INC.

15 APRIL 2020

REGULAR BUSINESS OPEN MEETING MINUTES

The April 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. via Zoom.

The following Trustees were present, and a quorum was established:

- President – Terry Canup
- Vice President – Stan Cook
- Secretary – Leslie Eaton
- Treasurer – Glenda Stroud
- Linda Coblentz
- Lyndie Dragomir
- Matthew Henehan
- Robert Kuhl
- Jennifer Taylor
- Rachel Morales – General Manager

Comments from the Audience

There were no residents that requested to speak to the Board.

Motion to approve the February 2020 Business Open Meeting Minutes as published.

Motion: Terry Canup Second: Robert Kuhl

TRUSTEE	FOR	AGAINST	ABSTAIN
Terry Canup	X		
Linda Coblentz	X		
Stan Cook	X		
Lyndie Dragomir	X		
Leslie Eaton	X		
Matthew Henehan			X
Robert Kuhl	X		
Glenda Stroud			X
Jennifer Taylor	X		

Vote: 7-For 0-Against 2-Abstain

The motion to approve the Open meeting minutes was approved.



President's Report

President Terry Canup discussed the issue with the OBW fences and that the OBW homeowners do not want to be responsible for repairing the fences. The City of Houston Public Works department has advised that they do not repair or install fences along or in the right-of-way and that fence maintenance is the responsibility of the homeowner. The only action that Houston Public Works would take would be to investigate the fences and have them removed if they are deemed a hazard. It is still the responsibility of the homeowner to maintain the fence per City of Houston. The CLCCA, City of Houston, and State of Texas all agree that the homeowner must maintain the fence.

Since the company that made the fence planks has ceased to exist, it is OK for the homeowner to replace the planks using hardiplank. If the homeowner wishes to use another material, they may apply for a variance through the ARC and the Board will approve it on a case by case basis. It is in the homeowner's best interest to maintain and repair their fence.

The CLCCA Board elections are scheduled for May 2, 2020 from 7am to 7pm. Hopefully we will be out of lockdown by the election.

The Board discussed changing future board meetings from 7:30pm to 7:00pm.

Motion to approve changing the CLCCA Board Meeting time from 7:30pm to 7:00pm.

Motion: Lyndie Dragomir Second: Robert Kuhl

TRUSTEE	FOR	AGAINST	ABSTAIN
Terry Canup	X		
Linda Coblentz	X		
Stan Cook	X		
Lyndie Dragomir	X		
Leslie Eaton	X		
Matthew Henchan	X		
Robert Kuhl	X		
Glenda Stroud	X		
Jennifer Taylor	X		

Vote: 9-For 0-Against 0-Abstain

The motion to approve changing the meeting time was approved.

Treasurer Report

We did not transfer the money for many repairs.



\$61,292.58 Adjusted balance
\$13,829.23 in repairs

\$129,000 transferred in April from UBS.
\$38,000 transferred in March from Shell.
Hopefully, we can transfer some money back.

3 CDs mature in 2020. 2 CD's in July and one in November.

General Manager's Report

The February collections were \$13,586.39. The March collections is \$9,418.24 and includes transfer fees, etc. The Accounts Receivable is \$234,336.33.

We have 20 in-house payment plans.

The facility closed beginning on 13 March 2020 due to COVID-19.
For Tag-holders, they will receive additional days on the length of their tag membership and will not receive any refund.

For those who purchased Classes, they will receive credit towards additional classes.

The parks are currently closed.

JC Leak Detection did a great job on the indoor pool repairs.

The resurfacing of the Rutledge Park Tennis Courts is scheduled to begin the week of March 16th and is expected to take 3-4 weeks.

The Board Election is scheduled from 7AM to 7PM on March 2. Early voting will be 30 April & 01 May 2020. Absentee voting begins on 22 April 2020.

Motion to approve the two-page April newsletter, to upload the April newsletter to the website, and mail-out a newsletter in late May or early June.

Motion: Robert Kuhl

Second: Stan Cook

TRUSTEE	FOR	AGAINST	ABSTAIN
Terry Canup	X		
Linda Coblentz	X		



Stan Cook	X		
Lyndie Dragomir	X		
Leslie Eaton	X		
Matthew Henehan	X		
Robert Kuhl	X		
Glenda Stroud	X		
Jennifer Taylor	X		

Vote: 9-For 0-Against 0-Abstain

Suncoast Plumbing repaired the small water leak near the Rutledge Park pool house.

Curb repair in Meadowgreen was completed.

All employees are still on board helping to maintain the facility. In order to save money, the pool heater is off, and the air conditioning is turned on only when employees are present.

HPD PIP – Jennifer Taylor

There was no HPD PIP for February. It was held online on 14 March 2020 due to COVID-19.

ACLC – Lyndie Dragomir

The ACLC meeting was cancelled.

CLCWA – Linda Coblentz

The CLCWA met 3 times during March. They met on March 12 to deal with a large underground pipe in Meadowgreen.

They finalized the purchase of 2 acres of land on El Camino. There is \$727 in assessment fees that we will no longer receive.

The CLCWA finalized a change in their governing documents to waive fees.

Committee Reports

ARC – Leslie Eaton

The Architectural Review Committee met on 10 March 2020. There were 9 residential and 2 commercial applications. Seven of the residential applications were approved and two were disapproved. One home requested to repaint their front door, one homes requested to add a fence, one home requested to replace the roof, add a patio cover, and patio concrete, one home requested to remove four trees, and one home requested the installation of a swim spa (hot tub) in their back



yard. One home requested to install solar panels, and one home requested to install a work shed. These residential requests were approved as submitted. Applications that were disapproved included a request for a curb cut, adding a picket fence, and a request for a shed.

There were two Commercial ARC requests. The Christ Church Assembly requested a monument sign. The sign was approved with restrictions. The Mesquite Grill requested a building sign. The request was disapproved as submitted.

Budget & Finance – Glenda Stroud

The Budget & Finance committee met on 11 March 2020 to review the audits and the 2019-2020 Budget.

Motion to approve the 2018 & 2019 draft Audit.

Motion: Terry Canup Second: Robert Kuhl

TRUSTEE	FOR	AGAINST	ABSTAIN
Terry Canup	X		
Linda Coblentz	X		
Stan Cook	X		
Lyndie Dragomir	X		
Leslie Eaton	X		
Matthew Henehan	X		
Robert Kuhl	X		
Glenda Stroud	X		
Jennifer Taylor	X		

Vote: 9-For 0-Against 0-Abstain

Motion to approve the 2018 Tax Return and Form 990.

Motion: Glenda Stroud Second: Matt Henehan

TRUSTEE	FOR	AGAINST	ABSTAIN
Terry Canup	X		
Linda Coblentz	X		
Stan Cook	X		
Lyndie Dragomir	X		
Lcslic Eaton	X		
Matthew Henehan	X		
Robert Kuhl	X		
Glenda Stroud	X		
Jennifer Taylor	X		

Vote: 9-For 0-Against 0-Abstain



Motion to approve the engagement letter with Canady & Canady.

Motion: Terry Canup Second: Glenda Stroud

TRUSTEE	FOR	AGAINST	ABSTAIN
Terry Canup	X		
Linda Coblentz	X		
Stan Cook	X		
Lyndie Dragomir	X		
Leslie Eaton	X		
Matthew Henchan	X		
Robert Kuhl	X		
Glenda Stroud	X		
Jennifer Taylor	X		

Vote: 9-For 0-Against 0-Abstain

Motion to approve changes to the 2019-2020 Budget.

Motion: Terry Canup Second: Lyndie Dragomir

TRUSTEE	FOR	AGAINST	ABSTAIN
Terry Canup	X		
Linda Coblentz	X		
Stan Cook	X		
Lyndie Dragomir	X		
Leslie Eaton	X		
Matthew Henchan	X		
Robert Kuhl	X		
Glenda Stroud	X		
Jennifer Taylor	X		

Vote: 9-For 0-Against 0-Abstain

Bylaws & Policies – Terry Canup

No meeting. No report.

Communications – Linda Coblentz

No meeting. No report.

Elections – Jennifer Taylor

The Election committee authorized the pay for the judge & election clerk. \$12/hr for the Judge and \$10/hr for the Election Clerk.



Motion to approve the pay rates for the Election Judge & Clerk: \$12/hr for the Judge and \$10/hr for the Clerk.

Motion: Jennifer Taylor Second: Robert Kuhl

TRUSTEE	FOR	AGAINST	ABSTAIN
Terry Canup	X		
Linda Coblentz	X		
Stan Cook	X		
Lyndie Dragomir	X		
Leslie Eaton	X		
Matthew Henehan	X		
Robert Kuhl	X		
Glenda Stroud	X		
Jennifer Taylor	X		

Vote: 9-For 0-Against 0-Abstain

Facilities Committee

The Facilities Committee met and discussed several items:

1. Water Slide Mats – placed on hold
2. New shade structures for at outlying pools – placed on hold
3. The diving boards are in very bad shape. They cost \$12,000 each. We may want to consider replacing only 1 board for now.

Rachel noted that the courtyard concrete is in bad shape and has numerous trip hazards. They are going to re-walk the facility and see what absolutely must be replaced.

The concrete floor in the indoor pool area has lost much of its non-skid surface. The last time it was painted the floor was not prepped very well.

Stan Cook noted that he would like to set up a tour/workshop for the Trustees.

Items in the men's locker room that need work include:

1. Tile replacement
2. Mats, walls, etc. need to be pressure washed and painted
3. Paint is peeling off of the walls
4. We need to repair light fixtures

Other items in need of repair:



1. Outdoor pool entrance way paint
2. Courtyard concrete repair
3. Fullerton Park structures
4. Outdoor pool repairs

Motion to approve \$103,120 spread over 1 year.

Motion: Stan Cook

Second: Leslie Eaton

TRUSTEE	FOR	AGAINST	ABSTAIN
Terry Canup	X		
Linda Coblentz	X		
Stan Cook	X		
Lyndie Dragomir	X		
Leslie Eaton	X		
Matthew Henahan	X		
Robert Kuhl	X		
Glenda Stroud	X		
Jennifer Taylor	X		

Vote: 9-For 0-Against 0-Abstain

Motion to remove the current diving boards and to replace them with one new diving board.

Motion: Stan Cook Second: Terry Canup

TRUSTEE	FOR	AGAINST	ABSTAIN
Terry Canup	X		
Linda Coblentz	X		
Stan Cook	X		
Lyndie Dragomir	X		
Leslie Eaton	X		
Matthew Henahan	X		
Robert Kuhl	X		
Glenda Stroud	X		
Jennifer Taylor	X		

Vote: 9-For 0-Against 0-Abstain

Personnel – Terry Canup

No meeting. No report.

Trustee Comments

Glenda Stroud – Thank you for letting me rejoin you.

Stan Cook – If we make the facility nicer, more will come.



Robert Kuhl – The roof at the CLCCA looks great.

Linda Coblentz – No comment.

Lyndie Dragomir – No comment.

Leslie Eaton – No comment.

Matthew Henehan – I am not sure if this is going to be my last meeting, but it has been a great 3 years.

Jennifer Taylor – If you want cookies Matt, you must come back.

Terry Canup – No comment.

The Open meeting was adjourned at 20:35 in order to go to the Closed Meeting.

After the Closed Meeting, The Open Meeting was recommenced at 20:47pm.

Motion to allow the deferment of legal payments for 3 months as discussed in the Closed Session.

Motion: Leslie Eaton Second: Robert Kuhl

TRUSTEE	FOR	AGAINST	ABSTAIN
Terry Canup	X		
Linda Coblentz	X		
Stan Cook	X		
Lyndie Dragomir	X		
Leslie Eaton	X		
Matthew Henehan	X		
Robert Kuhl	X		
Glenda Stroud	X		
Jennifer Taylor	X		

Vote: 9-For 0-Against 1-Abstain

Motion to move 10 accounts to Legal for collection purposes as discussed in the Closed Session.

Motion: Leslie Eaton Second: Matt Henehan

TRUSTEE	FOR	AGAINST	ABSTAIN
Terry Canup	X		
Linda Coblentz	X		
Stan Cook	X		
Lyndie Dragomir	X		
Leslie Eaton	X		
Matthew Henehan	X		
Robert Kuhl	X		
Glenda Stroud	X		



Jennifer Taylor	X		
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Vote: 9-For 0-Against 0-Abstain

Motion to send two accounts to Legal for deed violations as discussed in the Closed Session.

Motion: Leslie Eaton Second: Bob Kuhl

TRUSTEE	FOR	AGAINST	ABSTAIN
Terry Canup	X		
Linda Coblentz	X		
Stan Cook	X		
Lyndie Dragomir	X		
Leslie Eaton	X		
Matthew Henehan	X		
Robert Kuhl	X		
Glenda Stroud	X		
Jennifer Taylor	X		

Vote: 9-For 0-Against 0-Abstain

Motion to approve the February Closed Meeting Minutes as amended.

Motion: Leslie Eaton Second: Lyndie Dragomir

TRUSTEE	FOR	AGAINST	ABSTAIN
Terry Canup	X		
Linda Coblentz	X		
Stan Cook	X		
Lyndie Dragomir	X		
Leslie Eaton			X
Matthew Henehan			X
Robert Kuhl	X		
Glenda Stroud			X
Jennifer Taylor	X		

Vote: 6-For 0-Against 3-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 15 April 2020 was closed at 20:51.


Leslie Eaton, Board Secretary


Date