



CLEAR LAKE CITY COMMUNITY ASSOCIATION, INC.
18 AUGUST 2021
REGULAR BUSINESS OPEN MEETING MINUTES

The August Regular Business Open Meeting of the Clear Lake City Community Association, Inc. was called to order by Vice President Stan Cook at 19:04 p.m. via Zoom.

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

- President – Terry Canup
- Vice President – Stan Cook
- Treasurer – Glenda Stroud
- Linda Coblentz
- Matthew Henehan
- Robert Kuhl
- Jennifer Taylor
- Nef Trejo
- Rachel Morales, General Manager

Comments from the Audience

There were no comments from the audience.

Motion to approve the 21 July 2021 Regular Business Open Meeting Minutes as written.

Motion: Stan Cook Second: Linda Coblentz

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

Vote: 9-For 0-Against 0-Abstain

The motion to approve the 21 July 2021 Open meeting minutes as written was approved.



President's Report

President Terry Canup noted that he was concerned about what is going on in Afghanistan, but we needed to concentrate on what we have control over.

Vice President's Comments

No comments.

Treasurer Report

We have a CD coming due on August 24, 2021. We will have the offer sheets at the next meeting, but we anticipate the rates being very low. A Capital One CD for \$150,000 will mature. Right now, the CD is at 1.6% . On September 06, 2012, we have a Discover CD for \$100,000 that is at 3%. We have an offer sheet and we usually look at 2 years or 3 years. On pg. 1 there is a CD with BMW for 3 years for 0.45%. Goldman Sachs has the best rates on this offer sheet, but we already have \$200,000 with Goldman Sachs that comes due in December. Do we reach out for 3 years for 4 years? Four years is a little better at 0.55%. The rate at Goldman Sachs is 0.8%. Terry stated that he thought that interest rates were going to "go crazy" and recommended the 3 years at BMW at 0.45% would be better and if the \$235,000 principal is gone, we could move over to the Green State Credit Union for 3 years at 0.50%

Also, we can set up for the CD that matures on 06 September 2021 to roll back into the Money Market account and we won't have to have a special meeting.

Motion to approve putting the money into the 0.45% CD with BMW and the Greenstate CD for 0.50%.

Motion: Terry Canup

Second: Stan Cook

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



Nef Trejo	X		
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Vote: 9-For 0-Against 0-Abstain

The motion to approve the CD for 0.45% for 3 years with BMW was approved.

General Manager's Report

The July collections for past due assessments was \$8,018.03. Transfer and refinance fees totaled \$8,318, and resale certificates were \$1500. The total was \$18,641.

Total Accounts Receivable is \$365,958.53. The Buildium/ePay in 2021 is at \$1580. Recreation Courtyard beautification project: A special thanks to Donna Stone and other volunteers from the Clear Lake Church of Christ and CLCCA staff who worked hard to beautify the courtyard area. Shrubs, sod, and mulch was placed in the courtyard area and dirt and sand were placed in the low-lying areas in the field next to the gym. Justin's Tree Service also came out to trim several of the trees at the recreation center.

There is no new information regarding the IRS Auditor. We are still waiting on the IRS to respond to Cannady & Cannady.

COVID-19 – Employees and aquatic class participants have recently tested positive for COVID. We have requested that those who test positive remain out (away from the facility) for 14 days from the date of their positive test. If the cases continue to increase, we will discuss scaling back the class participant numbers. Face masks are recommended to be worn when social distancing cannot occur.

Legal was able to reach Lenar's legal representative Robert Santini regarding the responsibility to maintain the Bay Terrace monument and grounds at Highway 3 and Medical Center Blvd. The monument is located on the Crowder Funeral Home property. Mr. Santini stated that the easement appears to grant the right but not necessarily the obligation to use and maintain it. He further stated that if no one cares to claim benefit from this monument sign, it falls to the underlying landowner to do with this area as they see fit. Daughtry & Farine spoke with the Webster PD on the CLCCA's behalf and an agreement was made by Lenar to grant the funeral home the right to maintain the monument and the area around it.



All of the pools passed inspection. A safety vacuum release system had to be installed for the new wader pump at Rutledge Park to pass. Sweetwater Pools arrived the next day to install the safety device where needed. It was recommended to have the Rutledge Park main pool, the recreation center dive well, and recreation center racing pool replastered within the next 1-2 years.

Rachel received a letter from Clearwater Chemicals stating that the cost of sodium hypochlorite has increased 12% per gallon, which will increase our cost for chlorine.

Rachel went out for quotes to look for another cleaning service for the facility due to a lack of cleaning and with the hope of saving money. She met with the owner of the current cleaning service to discuss her concerns and she quickly replaced her crew and gave us a partial credit for the lack of service. The gym lockers & showers were added to the schedule and we will begin to clean the Pavilion and C & D rooms on an as-needed basis. All other quotes were higher than what the association is currently paying for a service.

Ad-Valorem tax was hired to protest the taxes on the two parcels of land that were donated by Friendswood Ranch. The chief appraiser did not agree to a reduction. We will follow up with Canady & Canady, which was discussed at a prior Board meeting, to seek their assistance and request that the parcels be taxed at the de minimis rate.

Outdoor Pools: Many of our lifeguards are leaving to go back to school. With this reduction in staff, we have no choice but to close the Recreation Center outdoor pools on weekdays at this time. They will be open on weekends only until further notice. The Kreuger Park and Rutledge Park pools will remain closed for the season.

The old motor overheated on the gym HVAC system on August 7 and the fire department was called. The preferred vendor, Premier Airmasters, was called and provided a quote to replace a pump, a valve, actuator, controller, hardware, and sensor along with a new butterfly isolation valve with a new way strainer, gaskets, and seals. The total cost is \$23,800. A motion is needed to approve these repairs. An insurance claim was filed.

Motion to approve the \$23,800 for the gym a/c repairs.

Motion: Stan Cook

Second: Terry Canup

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

Vote: 9-For 0-Against 0-Abstain

The motion to approve the \$23,800 for the gym a/c repairs was approved.

The boiler that is connected to the HVAC in the gym is scheduled to be inspected by Traveler's Insurance company on August 26. This must be completed every 2 years. The cost will be \$1,975 to clean out, inspect, and repair any issues with the gym boiler, while the inspector is out. Necessary repairs will be an additional expense.

Motion to approve the \$1.975 for the boiler inspection.

Motion: Stan Cook Second: Robert Kuhl

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

Vote: 9-For 0-Against 0-Abstain

The motion to approve the \$1.975 for the boiler inspection was approved.

Leslie stated that she has not received an update from Troy Nehl's office regarding the replacement of the Meadowgreen cluster mailboxes.

HPD PIP – Jennifer Taylor



The HPD PIP is back to Zoom meetings. The crime is somewhat decreasing in the area. Also, Dave Martin was able to secure some additional funding for patrolling in crime hotspots in the area, such as from Baybrook Mall to Alameda Mall, and apartment complexes. HPD was also able to secure an additional speed trailer. Residents can email Richard Buitron if there is an area of concern.

They also have additional funding to help out with the homeless under the underpasses and to keep it cleaned up.

They are still doing the free COVID-19 testing at 951 Tristar and will continue to do it with the increase in the Delta variant.

Recycling occurs on the 2nd Saturday of each month.

National Night Out is still scheduled for October but could change depending upon the increased cases of COVID.

ACLC – Terry Canup

Andy with Crime Stoppers-Houston spoke, which is one of the largest in the nation, and truly is anonymous. It was reported that homicide was way up -- 32%. The problem that they have is that the criminals are being bonded out regardless of the crime. There are 19,000 criminals out on felony bonds in Harris County.

Mark with our councilman's office stated that they are sometimes a week behind in picking up tree waste & major trash. They are aware of the problem and are trying to take care of it.

Construction at Exploration Green is delayed because of all the rain. They have the final permit needed for the construction of phase 3A and phase 5 in Exploration Green. All 5 phases should be complete by 2022.

CLCWA – Linda Coblentz

The CLCWA did not meet in person as they had intended to. CLCWA was asking the CLCCA about the house that they are going to tear down and make it drainage and whether they had to take out the slab and driveway. This would cause them to have to put down erosion plastic around it and sod the area. Stan spoke with Jennifer Morrow and she stated that the CLCWA was going to go ahead and remove the slab and sod the area.



ARC – Stan Cook

The ARC had several applications and most were approved. A couple of them were retracted by the owner. There was an error on commercial application #1. There also was one where the homeowner has already built the item. And one homeowner submitted a request for a fence but did not submit enough information.

Budget & Finance – Glenda Stroud

No meeting. No Report.

Bylaws & Policies – Ms. Coblentz

The Bylaws & Policies committee is recommending that we accept the changes after we discuss them. First, the Management Certificate has changes for accuracy & to comply with the current law.

Motion to approve the Bylaws & Policies changes to the Management Certificate.

Motion: Linda Coblentz

Second: Stan Cook

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

Vote: 9-For 0-Against 0-Abstain

The motion to approve the Bylaws & Policies changes to the Management Certificate was approved.

The Bylaws have changes disbursed on pages 3, 4, 6, & 10 regarding changes needed for the new ARC structure. There was a date change on page 13, and the remainder of the changes are for accuracy.

Motion to approve the Bylaws as changed.

Motion: Terry Canup

Second: Jennifer Taylor

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

Vote: 9-For 0-Against 0-Abstain

The motion to approve the Bylaws & Policies as changed was approved.

There are changes in Meeting Policies on pages 1, 2, and 3 regarding the electronic transmission of meeting material to assure that what we are doing completely synchronous. An additional change on pages 4 & 5 to comply with the new ARC laws. Also, there is a question regarding on page 5 whether we want to change the wording regarding the Commercial Trustee. Do we want to word it that the Commercial Trustee MUST be an advisor or should it be MAY be an advisor?

Motion to accept the wording of the ARC policy that the Commercial Trustee MUST be an advisor to the ARC committee.

Motion: Stan Cook Second: Linda Coblentz

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

Vote: 9-For 0-Against 0-Abstain

The motion to accept wording of the ARC policy that the Commercial Trustee MUST be an advisor to the ARC committee was approved.

The Committee & Charter Policies changes and the ARC Committee was consolidated into one sentence on page 2.



Stan requested the following changes:

1. The citizen chair of the ARC committee does not want to have to do two meetings a month – the ARC meeting and presenting to the CLCCA Board. Stan proposes deleting the sentence stating that the ARC chair will present the ARC committee findings to the Board. This would allow any ARC Committee member or Board advisor to present the findings to the Board for approval

Motion to approve the updated committees and charter policies as amended.

Motion: Stan Cook

Second: Matthew Henehan

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

Vote: 9-For 0-Against 0-Abstain

The motion to approve the updated committees and charter policies as amended was approved.

There are several changes to the general POA Guidelines policies. The first is to shorten the enforcement letters by eliminating one letter. This would help shorten a process that can go on for 3 or 4 months to get deed violations cured. The other changes are primarily inaccuracies, clarification of why some policies exist, to make us comply with the current law, and we have increased the fees. There also is a resolution at the end regarding Exploration Green.

Stan Cook requested that it be added that ARC requests MUST be turned in at least 24 hours in advance of the meeting. The citizens on ARC will not tolerate requests coming in one hour before the meeting. The guidelines already require homeowners to submit requests no later than 24-hours in advance the day before.



Acceptable paint colors for homes are on page 18 of 26 and the acceptable paint color for the concrete fence is on page 20 of 26.

Motion to approve the updated POA Guideline Policies.

Motion: Stan Cook

Second: Matthew Henehan

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

Vote: 9-For 0-Against 0-Abstain

The motion to approve the updated POA Guideline Policies was approved.

The final motion is to approve the list of Texas Property Codes that are applicable to the CLCCA. This would approve posting it on the website.

Motion to approve the list of Texas Property Codes that are applicable to the CLCCA.

Motion: Robert Kuhl

Second: Linda Coblentz

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

Vote: 9-For 0-Against 0-Abstain

The motion to approve the list of Texas Property Codes that are applicable to the CLCCA was approved.



Motion to approve the committee assignments as amended for the new ARC committee and accept the citizens who are volunteering their time.

Motion: Terry Canup Second: Stan Cook

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

Vote: 9-For 0-Against 0-Abstain

The motion to approve the committee assignments as amended for the new ARC committee and accept the citizens who are volunteering their time was approved.

Communications – Lyndie Dragomir

No Meeting. No Report.

Elections – Leslie Eaton

No Meeting. No Report.

Facilities – Stan Cook

No Meeting. No Report.

Personnel – Terry Canup

No Meeting. No Report.

Revision of Restrictive Covenants

No Meeting. No Report.

Trustee Comments

Leslie Eaton – No comment.



Matt Henehan – While I was on vacation last week, I was on TV twice. I was on the Today Show and got to ask one of the Olympians a question. I also went to a baseball game that was on TV and the guy in front of me caught a home run ball.

Nef Trejo – No comment.

Linda Coblenz – No comment.

Glenda Stroud – The motion on the CDs was the BMW Bank and the Green State Bank.

Stan Cook – Thank you to Bylaws & Policies and all the Management Certificate work and Rachel and Margaret Maddox and everybody else that helped.

Robert Kuhl – No comment.

Jennifer Taylor – No comment.

The Open meeting was adjourned at 20:12PM in order to go to the Closed Meeting.

After the Closed Meeting, the Open Meeting recommenced at 20:36PM.

Motion to file an injunction-only suit against the Oakbrook West property as discussed in the Closed Session.

Motion: Leslie Eaton

Second: Stan Cook

TRUSTEE	FOR	AGAINST	ABSTAIN
Terry Canup	X		
Linda Coblenz	X		
Stan Cook	X		
Leslie Eaton	X		
Matthew Henehan	X		
Robert Kuhl	X		
Glenda Stroud	X		
Jennifer Taylor	X		
Nef Trejo	X		

Vote: 9-For 0-Against 0-Abstain

The motion to file an injunction-only suit against the Oakbrook West property as discussed in the Closed Session was approved.

Motion to proceed with a Motion for Contempt on the Oakbrook Property as discussed in the Closed Session.

Motion: Leslie Eaton

Second: Terry Canup

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

Vote: 9-For 0-Against 1-Abstain

The motion to proceed with the Motion for Contempt on the Oakbrook property as discussed in the Closed Session was approved.

Motion to write off \$2,111.40 on the foreclosed Oakbrook West property as discussed in the Closed Session.

Motion: Leslie Eaton Second: Stan Cook

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

Vote: 9-For 0-Against 1-Abstain

The motion to write off \$2,111.40 on the Oakbrook West property as discussed in the Closed Session was approved.

Motion to remove the Oakbrook property from legal as discussed in the Closed Session.

Motion: Leslie Eaton Second: Jennifer Taylor

TRUSTEE	FOR	AGAINST	ABSTAIN
Terry Canup	X		
Linda Coblentz	X		
Stan Cook	X		
Leslie Eaton	X		
Matthew Henehan	X		



Robert Kuhl	X		
Glenda Stroud	X		
Jennifer Taylor	X		
Nef Trejo	X		

Vote: 9-For 0-Against 0-Abstain

The motion to remove the Oakbrook property from Legal as discussed in the Closed Session was approved.

Motion to approve the July Closed Meeting minutes as written.

Motion: Leslie Eaton Second: Stan Cook

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

Vote: 9-For 0-Against 0-Abstain

The motion to approve the July Closed Meeting minutes was approved.

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 August 2021 was closed at 8:41PM.


Leslie Eaton, Board Secretary

27 Sept 2021
Date