



**CLEAR LAKE CITY COMMUNITY ASSOCIATION, INC.**

**May 16, 2018**

**REGULAR BUSINESS OPEN MEETING MINUTES**

The April Regular Business Open Meeting of the Clear Lake City Community Association, Inc. was called to order by Vice-President Terry Canup at 19:32 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
- Secretary – Leslie Eaton
- Treasurer – Glenda Stroud
- Matthew Henehan
- Nef Trejo
- Vice-President – Lori Alvarez – Absent
- Linda Coblentz – Absent
- Isaac Stoddard – Absent
- Kevin Wood – Absent

Rachel Morales- General Manager

**Comments from the Audience**

There were no comment requests from the audience.

Motion to approve the March 21, 2018 Regular Business Open Meeting Minutes.

Motion: Glenda Stroud

Second: Terry Canup

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	<Absent>		
Terry Canup	X		
Linda Coblentz	<Absent>		
Leslie Eaton	X		
Matthew Henehan	X		
Nef Trejo			X
Isaac Stoddard	<Absent>		
Glenda Stroud	X		
Kevin Wood	<Absent>		

Vote: 4-For 0-Against 1-Abstain



The motion to approve the meeting minutes failed, as there was not a quorum.

#### **President's Report – Terry Canup**

President Terry Canup stated that since the Chairman of the Election Committee was absent, the General Manager would give the official election results. The mandatory Trustee Orientation will be held before the June board meeting and the newly elected trustees will be seated at the June meeting.

#### **Treasurer Report – Glenda Stroud**

We have a balance of \$47,692.95 in the Bank of America account for the insurance proceeds. We transferred \$6100 for painting and roofing repairs, as approved at the April meeting. We also transferred \$230,000 to the UBS fund. The UBS account (reserves) balance is \$1,080,978.45. The next CDs that will mature in June and we will receive the offer sheets at the June meeting.

The Shell account has a balance of \$46,468.75. If we need to transfer funds for operations into the operating account, we will move it out of the UBS account, not the Shell account.

The BOA Merchant Account has a balance of \$3000.00

The UBS Reserves is \$1,080,442.27. We had a loss of \$11.55. The next CD is due on 6/25/2018 for \$100,000.

The BOA balance is \$54,420.

There were no deposits to the Merchant account.

The audit is ongoing and the form 990 is done.

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

Janet has collected \$16,819.74 in past due assessments this past month. Nine of the twenty six residents on payment plans paid off their balances last month.

The opening day dive-in movie will be held on Friday, May 25 from 6:30pm to 10pm. The event will have games, prizes, music, food trucks and the movie Moana will be projected on the big blow-up screen.

Lifeguards and camp counselors are being hired and orientations will be held this month.



All of the pools and the new pool boiler passed inspection

Assessments will be going out by email and then hard copy this month.

The tennis courts are in very poor condition. The General Manager discussed a proposal to resurface the courts and possibly convert some of the courts to basketball or pickleball. Additional bids will be sought.

**HPD PIP – Linda Coblentz**

No Report. Linda Coblentz was absent from the meeting.

**ACLC – Terry Canup**

The director of visitor experience from Lone Star Flight Museum was the presenter. The museum moved to Ellington Field from their prior location at Scholes Field in Galveston. The museum displays more than 40 historically significant aircraft and many hundreds of artifacts related to the history of flight. The museum has a B-17 Flying Fortress, Corsair, SBD Dauntless, Cessna T-41 Mescalero, Fairchild PT-19 Cornell, North American B-25 Mitchell, and a North American T-6 Texan. Most of the planes are fully functional.

The City of Houston will replace the concrete slabs from Hwy 3 to Space Center Blvd.

There were 8 burglaries in Meadowgreen last month. HPD is working on it.

**CLCWA – Isaac Stoddard**

No report. Isaac Stoddard was absent from the meeting.

**ARC – Leslie Eaton**

The ARC met on May 8 and there were twelve residential applications approved. The applications were for three window replacements, two replacements of siding, three fence replacements, two patio installations, one pergola installation, and one request for solar panels. All applications were approved except for one of the patio installations. The one patio installation that was disapproved was because the homeowner did not submit a plat of the property as was requested several times.

There were two Commercial applications submitted, one for half flags and the other for painting. Both of the applications met the Commercial requirements and were approved as submitted.



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

No Meeting. No Report.

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

No Meeting. No Report.

### **Communications – Linda Coblentz**

No meeting. No report.

### **Elections – Lori Alvarez**

The Election Committee chairman was absent and the general manager announced the winners:

Oakbrook: Buffy Downing 11 votes

Meadowgreem: Nef Trejo 14 votes

Oakbrook West: Terry Canup 3 votes.

### **Facilities**

Quotes to paint the concrete entrance to the outdoor pool area were presented.

Motion to accept the bid from Morales Painting for \$2,750.

Motion: Glenda Stroud                      Second: Terry Canup

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary “Lori” Alvarez	<Absent>		
Terry Canup	X		
Linda Coblentz	<Absent>		
Leslie Eaton	X		
Matthew Henehan	X		
Nef Trejo	X		
Isaac Stoddard	<Absent>		
Glenda Stroud	X		
Kevin Wood	<Absent>		

Vote: 5-For    0-Against    1-Abstain

Motion to accept the bid from On-Site Welding for \$5850 to remove several park and pool structures.

Motion: Glenda Stroud                      Second: Terry Canup

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary “Lori” Alvarez	<Absent>		
Terry Canup	X		
Linda Coblentz	<Absent>		
Leslie Eaton	X		



Matthew Henehan	X		
Nef Trejo	X		
Isaac Stoddard	<Absent>		
Glenda Stroud	X		
Kevin Wood	<Absent>		

Vote: 5-For 0-Against 1-Abstain

Many of the park benches and tables are in need of replacement. The General Manager discussed a Park Bench and Dedication program to help with the cost of replacing the park benches and picnic tables. It was also suggested to add a donation line to the regular assessments to also help defray the cost of replacing these items.

A motion was made to approve Champion Landscape's quote to add rubber mulch at Rocket Park under and around the main structure.

Motion: Leslie Second: Terry Canup

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	<Absent>		
Terry Canup	X		
Linda Coblenz	<Absent>		
Leslie Eaton	X		
Matthew Henehan	X		
Nef Trejo	X		
Isaac Stoddard	<Absent>		
Glenda Stroud	X		
Kevin Wood	<Absent>		

Vote: 5-For 0-Against 1-Abstain

The General Manager also discussed the need to resurface the tennis courts. It is estimated that it will cost from \$80-120K per court. There recently has been graffiti inside the tennis courts. The courts are difficult to secure and the locks have been replaced several times and the fence also has been damaged. The General Manager said she would work on getting the graffiti removed from the courts and get additional quotes to resurface the courts.

#### **Personnel – Terry Canup**

No Meeting, No Report.

#### **Revision of Founding Documents – Terry Canup**

No Meeting, No Report.



### **Trustee General Comments**

Linda Coblentz – No Comments.

Matthew Henehan – No Comments.

Leslie Eaton – There was a Star Party at San Jacinto College last week. We have had them here at CLCCA before and members of the JSC Astronomical Society have shown with their equipment. We can discuss having one in the future.

Glenda Stroud – No Comments.

Kevin Wood -- No Comments.

Lori Alvarez – No Comments.

Terry Canup – No Comments.

The Open Meeting was recessed at 20:27pm in order to go to the Closed Meeting.

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

A motion was made to have an Order of Sale on the Seagate Lane property.

Motion: Leslie

Second: Terry Canup

<b>TRUSTEE</b>	<b>FOR</b>	<b>AGAINST</b>	<b>ABSTAIN</b>
Mary “Lori” Alvarez	<Absent>		
Terry Canup	X		
Linda Coblentz	<Absent>		
Leslie Eaton	X		
Matthew Henehan	X		
Nef Trejo	X		
Isaac Stoddard	<Absent>		
Glenda Stroud	X		
Kevin Wood	<Absent>		

Vote: 5-For 0-Against 1-Abstain

Motion was made to hire a contractor as discussed in closed.

Motion: Leslie

Second: Terry Canup

<b>TRUSTEE</b>	<b>FOR</b>	<b>AGAINST</b>	<b>ABSTAIN</b>
Mary “Lori” Alvarez	<Absent>		
Terry Canup	X		
Linda Coblentz	<Absent>		
Leslie Eaton	X		
Matthew Henehan	X		



Nef Trejo	X		
Isaac Stoddard	<Absent>		
Glenda Stroud	X		
Kevin Wood	<Absent>		

Vote: 5-For 0-Against 1-Abstain

Motion to approve the Closed meeting minutes as submitted.

Motion: Leslie Second: Terry Canup

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	<Absent>		
Terry Canup	X		
Linda Coblentz	<Absent>		
Leslie Eaton	X		
Matthew Henehan	X		
Nef Trejo			X
Isaac Stoddard	<Absent>		
Glenda Stroud	X		
Kevin Wood	<Absent>		

Vote: 4-For 0-Against 1-Abstain

Motion failed.

Motion to approve Lori's, Kevin's and Linda's absence as discussed in the Closed Session.

Motion: Terry Canup Second: Leslie

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	<Absent>		
Terry Canup	X		
Linda Coblentz	<Absent>		
Leslie Eaton	X		
Matthew Henehan	X		
Nef Trejo	X		
Isaac Stoddard	<Absent>		
Glenda Stroud	X		
Kevin Wood	<Absent>		

Vote: 5-For 0-Against 1-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 21 March 2018 was closed at 21:09.

  
Leslie Eaton, Board Secretary

  
Date