



Clear Lake City Community Association Bylaws and Policies Committee Meeting Minutes October 7, 2020

The meeting came to order at 7:01 and a quorum was established. Members present were: Linda Coblenz, Chair, Leslie Eaton and Terry Canup. General Manager Rachel Morales was also present.

We considered and now recommend proposed changes to two policies:

GENERAL POA GUIDELINES UPDATES:

RESIDENTIAL DEED RESTRICTION ENFORCEMENT EXCEPTIONS

The Clear Lake City Community Association (CLCCA), Inc. is subject to certain Texas Property Codes (TPC) governing Property Owner Associations. **At the will of the Texas State Legislature, those codes change from time to time.**

In particular, the Texas Legislature regularly revises sections of the Texas Property Code that restrict what Property Owner Associations may regulate and how they may do so. A list of those restrictions in Chapter 202 of the Texas Property Code is available of the CLCCA website, and CLCCA updates that list after each legislative session.

Deed restrictions for each subdivision and CLCCA policies currently comply with those restrictions. If necessary, CLCCA updates policies and revises deed restrictions to comply with the law. One example of such compliance is this policy on displaying flags.

FLAG DISPLAY (202.012)

The Clear Lake City Community Association (CLCCA), Inc. Board of Trustees (BOT) has approved the display of certain types of flags on the property of individual property owners.

If erecting a flagpole onto the property owner's property, property owners must submit an application to the Architectural Review Committee (ARC) and obtain approval for the flagpole, before it is erected.

The following flags may be flown on a Property Owners Property which is documented within Texas Property Code 202.012. These are the only flags that are authorized to be display onto a Property Owners Property within the CLCCA jurisdiction, unless obtaining permission from the CLCCA BOT, prior to displaying a flag not documented in this policy.

- (1) The flag of the United States of America;
- (2) The flag of the State of Texas;
- (3) An official or replica flag of any branch of the United States armed forces.

~~Certain previous restrictions placed upon Property Owners in residential neighborhoods, have now been nullified or modified to allow certain items previously restricted by existing Deed Restrictions.~~

CLCCA Property owners must submit an application to the Architecture Review Committee (ARC) for the placement of certain items on their property and or on their existing structures defined in this Policy Statement.

~~The Texas Property Code; Title 11 Restrictive Covenants; Construction and Enforcement of Restrictive Covenants; Chapter 202 defines the House & Senate Bills listed below:~~

~~<http://www.statutes.legis.state.tx.us/Does/PR/htm/PR.202.htm>~~

~~The House & Senate Bills signed into law that Property Owner's Associations must abide by are:~~

~~RAINWATER HARVESTING / SOLID WASTE COMPOSTING /
IRRIGATION SYSTEMS / DROUGHT RESISTANT LANDSCAPING (202.007)~~

~~REGULATION OF DISPLAY OF POLITICAL SIGNS (202.009)~~

~~REGULATION OF SOLAR ENERGY DEVICES (202.010)~~

~~REGULATION OF CERTAIN ROOFING MATERIALS (202.011)~~

~~REGULATION OF DISPLAY OF CERTAIN RELIGIOUS ITEMS (202.018)~~

~~REGULATION OF STANDBY GENERATORS (202.019)~~

~~REGULATION OF FIREARMS & FIREARM AMUNITION AND
CERTAIN SALES OF BEVERAGES BY CHILDREN (202.020)~~

Rental & Leasing Policy:

Insert the actual Rental and Leasing Policy pdf into the document.

EMERGENCY POLICY UPDATES:

Gym / Indoor Pool:

- ~~Take down and store in a storeroom the 3' diameter swim clock.~~

Outlying Pools and Parks:

- ~~Do not forget the Drill Site, Royal Park, Alligator Park, tennis courts, etc. for items to be~~

INFLUENZA & OTHER PANDEMICS:

CLCCA adopts this plan to prepare for and respond to a threat of influenza or other pandemics that causes serious widespread illness. The Board of Directors appoints the General Manager as Coordinator for the pandemic response plan.

The purpose of this plan is to address the following issues related to pandemics:

- Creating a culture of infection control in the workplace that is reinforced during the annual influenza season, to include, if possible, options for working offsite while ill, systems to reduce infection transmission, and worker education.
- Establishing contingency plans to maintain delivery of services during times of significant and sustained worker absenteeism.
- Where possible, establishing mechanisms to allow workers to provide services from home if public health officials advise against non-essential travel outside the home.
- Establishing partnerships with other members of the community to provide mutual support and maintenance of essential services during a pandemic.

The Coordinator will select a Pandemic Response Team Assistant who will be a back-up employee to assume their duties in case of their own illness. This person will be kept current on all emergency procedures.

It is the duty of the Coordinator and Pandemic Response Team Assistant to:

- Monitor issues and information related to pandemics.
- Recommend any changes to the plan as circumstances warrant.
- Conduct employee training.
- Communicate with public health agencies, emergency responders and others regarding the plan, and understand their capabilities should an outbreak occur.
- Attend external training/seminars about pandemic influenza outbreaks in order to remain current about the pandemic threat in our community.
- Implement a plan should it become necessary.

The Pandemic Response Team Coordinator and Assistant will have the following responsibilities:

- Identify and communicate which employees, vendors, suppliers, and systems are essential to maintaining operations.
- Identify and communicate the names of possible ancillary employees who could perform certain job duties in the case of a pandemic (e.g. consultants, temporary work services, etc.).
- Develop and submit a plan to continue operations with the least possible number of staff.
- Ensure that all employees are adequately trained on emergency procedures in the case of a pandemic and in the prevention of illness.
- Encourage all employees to be vaccinated annually for influenza.

The Coordinator shall recommend to the Board an emergency sick leave policy to be adopted in the event of a pandemic. The policy is to be non-punitive and require employees who have been exposed or who exhibit symptoms of the illness to remain at home.

The Coordinator will ensure that the agency has sufficient IT infrastructures to support employee telecommuting and remote access to agency services.

The Coordinator will establish the following policies and procedures:

- Flexible work hours, including staggered work hours and telecommuting
- Restricting employee travel to affected areas
- Guidance for employees returning to the United States from affected areas
- Special procedures/accommodations for employees and customers with special needs or disabilities

The Coordinator shall develop a plan to keep employees informed of developments as they occur, including those employees who remain at home. The Coordinator will see to it that the association obtain extra quantities of any necessary supplies and/or personal protection equipment that may be needed due to the outbreak.

The Coordinator is to follow governmental orders and may implement additional safety protocols as needed for all facility operations including recreational classes, parks, gymnasium, room, and pool rentals.

The committee will meet again soon to consider Commercial Development Guidelines, Communicator Advertising Policies, and Recreation Policies.

Meeting was adjourned at 7:15pm.

Linda Coblentz
Chair