



CLEAR LAKE CITY COMMUNITY ASSOCIATION, INC.
16 FEBRUARY 2022
REGULAR BUSINESS OPEN MEETING MINUTES

The February Regular Business Open Meeting of the Clear Lake City Community Association, Inc. was called to order by Vice-President Stan Cook at 19:01 p.m.

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

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

Comments from the Audience

There were no comments from the audience.

Motion to approve the December 15, 2021, Open Meeting Minutes.

Motion: Robert Kuhl

Second: Matthew Henehan

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

Vote: 6-For 0-Against 0-Abstain

The motion to approve the December 15, 2021, Open Meeting Minutes was approved.

There were not enough Board members present who were present at the January 19, 2022, Board meeting to approve the minutes.

Treasurer's Report

The Treasurer reviewed the UBS report and graph from the UBS statement. The graph starts at December 2015 through January 2022. Friendswood took out a full-page ad in the Bay Area Sun in June of 1995 stating they were considering selling Friendswood Development. In June 1996 Friendswood sold Friendswood Development to Lennar Homes in Miami. At the same time, Kingwood, which was a product of the King Ranch and Friendswood. As a precaution, Board Member Rigdon Joosten said, "Big daddy is leaving and we need to do something". The Board chose to put aside \$1,000,000 and they did it in \$100,000 increments starting in 1996. In June of 2002 the Board accomplished putting in the last \$100,000 installment to make the \$1,000,000. This money was for whatever purposes we needed. It was to be a piggy bank and hopefully stay there. In December 2015 they had \$967,000 in the bank. Now in January 2022, it has gone down to \$933,000. With all the upheavals we have had since 2002. Back in the day if the AC went out in the gym or we had leaks, Friendswood paid for it.

We had a CD come due on February 6 and there will be 3 more CDs that will be maturing in 2022; April, June, and November. Interest for the most recent CD went from 2.74% to 0.55%. Our dividend on the Shell Money Market account of \$16,000 was \$2.78.

We had a \$300 repair to Primo Airmasters for a repair to the gym boiler/heater. Suncoast Plumbing for the underground leak in front of the gym.

Corrections were made to page 5 of the Treasurer's Report: change Prosperity Bank to Bank of America and list the Merchant Account as Bank of America also.

The Bank of America operating statement balance as of January 31, 2022, was \$78,103.25. Adjusted book balance \$56,649.90.

Budget: We will probably need to transfer some money from UBS.

General Manager's Report

The office staff put a huge push on collections starting in early November and have sent out 383 - 209 demand letters in-house to avoid having to transfer money. And of that, 49.18% of those accounts have paid. We have brought in \$38,817 since November. That

money has helped us get through the last couple of months. There is still \$39,680 that is outstanding. There are a few of these accounts that we will discuss in the Closed Session. We are also down to the lower levels of these with lower balances of \$100 or less and we don't want to send them a 290 letter. Therefore, we are sending them a "courtesy 10-day demand letter to encourage them to pay before an official 209 letter is issued. We have brought in a lot of money from past-due accounts and we are hoping to not have to move money from UBS.

The January collections for past due assessments was \$12,006.86. January collections from Legal was \$10,804.18. Transfer and refinance fees totaled \$12,225, and resale certificates were \$1,950. The total collected was \$36,986.04. Accounts Receivable was \$283,712.58.

We moved over to ADP for payroll processing. This software provides better efficiency and has valuable HR information that we didn't have access to before. We are currently waiting for the new thumbprint timeclock to arrive.

One application was submitted by David Martin for the Board vacancy in Meadow green. We will introduce David Martin at the end of this meeting.

The 2020-2021 agenda: We received the list of items that we need to have for the 2020-2021 Audit. Scott Scarborough is working on the audit himself. We supplied him with several documents and will be meeting with him to provide additional information. Once the general audit and IRS audit is over, Canady & Canady will work on trying to get exemption for us for the two Friendswood Ranch donated properties.

Maintenance: The Zamboni that the Board approved for purchase at the last meeting was out of stock. Shannon is in the process of trying to repair the old one. At this time, we do not have to buy a new floor scrubber.

Recreation: Registration is open for companies to participate in our first Business Expo, scheduled for March 19. The Valentine Senior Social was cancelled due to low registration. The CLCCA Yard Sale is scheduled for March 5. The new Aquatic class prices went into effect February 1 and the classes remained full.

Landscaping Bids: The General Manager received three bids and requested that we keep the bidding process open for an additional 30 days.

Linda Coblentz stated that she came across a couple of misspellings on one page in the January minutes that she forgot to bring up.

HPD PIP – Jennifer Taylor

Jennifer Taylor was absent from the Board meeting and did not attend the HPD PIP meeting.

ACLC – Matthew Henehan

All the ACLC meetings are online. Justin Scott spoke about District 12 new initiative. They have increased the number of officers in Houston by 125 a day. It is called the Everyday New Initiative. There were a lot of questions about why our district so big. They are trying to get a greater presence in our District. It is in its second week.

Mark Mitchell gave an update for the El Dorado expansion. They threw out the date of March 22 as a finish date.

There is no electronic recycling this month—they blame Covid. Paint and oil recycling will be on February 26.

They also put out an online public safety website: www.ehcma.org and go to Public Safety from there.

CLCWA – Linda Coblentz

The Water Authority approved a revision to their policy about deposits for water and sewer service. Ordinarily, when homes change hands within a family the survivor rate didn't go up because they paid it years ago. When it changes hands, then the surviving people have to pay the increase. The changed that so that surviving spouses, who aren't on the title, don't have to pay the increase. It is quite a substantial increase over the years, e.g., if you bought your home in 1967 and left it to somebody it can be quite a bit.

The other thing that was exciting they had three preliminary layouts with designs for the entry area to Exploration Green, which they just introduced for the first time. They wanted a place with the optimum view, which means that they're down Reseda rather than right in front of the parking lot, that they just built, because they will overlook more water. It will be on Diana, close to Reseda.

ARC – Stan Cook

There were no questions about the ARC requests that were approved by the ARC Committee.

The homeowner from the home on Tadworth came to the meeting to discuss the issues with his ARC proposal. Stan Cook explained to the Homeowner that the ARC Committee did not have an issue with the pool or railing, but had an issue with the height of the

structure in the back yard with the 5ft. deck on the back. The homeowner was willing to trim the structure to the height of the railing around the pool and re-submit his plans to the ARC.

The Clear Lake City Water Authority bought a house on Peermont Street, tore it down and are making a drainage swale. They have received all the City of Houston permits and would like to know whether they can build a 6'6" fence with a rot board.

Motion to allow the ARC variance for the Water Authority to build a 6'6" fence.

Motion: Matthew Henehan

Second: Robert Kuhl

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

Vote: 6-For 0-Against 0-Abstain

The motion to allow the ARC variance for the Water Authority to build a 6'6" fence was approved.

The residents at 707 Woodhorn originally asked for a 10' x 20' shed, which was disapproved. They are now asking for a 10' x 12' x 8' shed, which is a slight overage.

Motion to allow the ARC variance for a 10' x 12' x 8' shed.

Motion: Matthew Henehan

Second: Linda Coblentz

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

Vote: 6-For 0-Against 0-Abstain

The final informational is for a development for Seniors that is on Saturn Lane. We previously approved the concept only, not any construction plans for them. They would like to know how we feel about the structure in the photos. They are going to tear down a building and build an over 55 building. Stan explained that we cannot approve the construction plans because no construction plans have been submitted, but we are OK with the idea and when they get bring us a full set of architectural drawings and plans. This is informational for the board and a variance is not needed.

Budget & Finance – Glenda Stroud

No meeting. No Report.

Bylaws & Policies – Ms. Coblentz

The Bylaws & Policies committee met and there are two policies, the General POA Guidelines and the Recreation Policy Guidelines that we reached a consensus on and are recommending that the Board approve today. The General POA Guideline Policies contains some of the smaller policies have been passed recently. There are some forms that are internal forms on page 3 & 4 and 6 & 7. There is no reason for these internal forms to be in our policies and we are recommending that these be removed.

Page 15, there are two items encouraging people to call 311 rather than the office to complain about cars parked in the street or that are inoperable. There are blue highlighted notes on pages 18 & 19 from the attorney regarding wrought iron fences, which we didn't have much of before, except that they be painted black. And separating those from the rules about wrought iron fences for back yards facing Exploration Green, and the rules for front-facing wrought iron fences for front perimeter security, which is the only type of front perimeter security that we are allowing.

Motion to approve the General POA Guideline Policy changes.

Motion: Matthew Henehan

Second: Robert Kuhl

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

Vote: 6-For 0-Against 0-Abstain

The Recreation Policy was updated and some terminology has been changed. The fee changes have brought us into conformity with the surrounding “going rates”. Page 6 contains items that protect us from liability and there are changes in event regulations so people know what to expect if they do not pay the alcohol fee and serve alcohol anyway.

Motion to approve the Recreation Policy changes.

Motion: Robert Kuhl

Second: Matthew Henehan

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

Vote: 6-For 0-Against 0-Abstain

Communications

No Meeting. No Report.

Elections – Leslie Eaton

No Meeting. No Report.

Facilities – Stan Cook

No Meeting. No Report.

Personnel – Terry Canup

A Personnel Committee had a meeting. This discussion will be moved to the Closed Session.

Revision of Restrictive Covenants – Stan Cook

No meeting was held. Waiting on some bids to come in.

Trustee Comments

Linda Coblentz – No comment.

Robert Kuhl – No comment.

Leslie Eaton – No comment.

Stan Cook – No comment.

Matthew Henehan – No comment.

Glenda Stroud – I am happy that they are building an aging place for me here.
Terry Canup –No comment.

The Open meeting was adjourned at 19:53PM in order to go to the Closed Meeting.

After the Closed Meeting, the Open Meeting recommenced at 20:12PM.

Motion to approve Jennifer Taylor's absence for December 2021.

Motion: Leslie Eaton Second: Stan Cook

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

Vote: 6-For 0-Against 0-Abstain

The motion to approve Jennifer Taylor's absence for December was approved.

Motion to approve Nef Trejo's absence for December 2021.

Motion: Leslie Eaton Second: Stan Cook

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

Vote: 0-For 6-Against 0-Abstain

The motion to approve Nef Trejo's absence for December was not approved.

Motion to send the 20 accounts to Legal for collections, as discussed in the Closed Session.

Motion: Leslie Eaton Second: Matthew Henehan

TRUSTEE	FOR	AGAINST	ABSTAIN
Terry Canup	ABSENT		

Linda Coblentz	X		
Stan Cook	X		
Leslie Eaton	X		
Matthew Henehan	X		
Robert Kuhl	X		
Glenda Stroud	X		
Jennifer Taylor	ABSENT		
OPEN			

Vote: 5-For 0-Against 0-Abstain

The motion to send the 20 accounts to Legal for collections as discussed in the Closed Session was approved.

Motion to file suit on 13 accounts already at Legal as discussed in the Closed Session.

Motion: Leslie Eaton Second: Matthew Henehan

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

Vote: 5-For 0-Against 0-Abstain

The motion to file suit on 13 accounts already at Legal as discussed in the Closed Session was approved.

Motion to proceed with the Order of Sale on the Camino South Section 3 property as discussed in the Closed Session.

Motion: Leslie Eaton Second: Robert Kuhl

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

Vote: 6-For 0-Against 0-Abstain

The motion to proceed with the Order of Sale on the Camino South Section 3 property as discussed in the Closed Session was approved.

Motion to approve the credit request for two properties on Bay Area Blvd, as discussed in the Closed Session.

Motion: Leslie Eaton Second: Stan Cook

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

Vote: 2-For 4-Against 0-Abstain

The motion to approve the credit request for two properties on Bay Area Blvd, as discussed in the Closed Session was not approved.

Motion to approve the credit request for the commercial account, as discussed in the Closed Session.

Motion: Leslie Eaton Second: Linda Coblentz

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

Vote: 2-For 4-Against 0-Abstain

The motion to approve the credit request for the commercial account, as discussed in the Closed Session was not approved.

Motion to write off \$1,838.36, for 4 accounts settled through Legal as discussed in the Closed Session.

Motion: Leslie Eaton Second: Robert Kuhl

TRUSTEE	FOR	AGAINST	ABSTAIN
Terry Canup	ABSENT		
Linda Coblentz	X		

Stan Cook		X	
Leslie Eaton	X		
Matthew Henehan	X		
Robert Kuhl	X		
Glenda Stroud	X		
Jennifer Taylor	ABSENT		
OPEN			

Vote: 5-For 1-Against 0-Abstain

The motion to write off \$1,838.36, for 4 accounts settled through Legal, as discussed in the Closed Session was approved.

Motion to approve the GM contract with a performance bonus as discussed in the Closed Session.

Motion: Leslie Eaton Second: Robert Kuhl

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

Vote: 6-For 0-Against 0-Abstain

The motion to approve the GM contract with a performance bonus as discussed in the Closed Session was approved.

Motion to approve the December 2021 Closed Meeting minutes.

Motion: Leslie Eaton Second: Matthew Henehan

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

Vote: 6-For 0-Against 0-Abstain

The motion to approve the December 2021 Closed Meeting minutes was approved.

David Martin spoke to the Board about himself for appointment as the Meadowgreen Trustee. He has lived in Meadowgreen since 1999 and would like to be a part of the community in a more active way. He is a mechanical engineer and owns a large machine shop and has a maintenance background. Stan Cook explained that he also would be appointed to several committees by the Board president.

Motion to approve the appointment of David Martin for the Meadowgreen Trustee.

Motion: Matthew Henahan

Second: Robert Kuhl

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

Vote: 6-For 0-Against 0-Abstain

The motion to approve the appointment of David Martin for the Meadowgreen Trustee was approved.


David Martin read the Oath of Office and was welcomed to the Board.

Comments from the Audience

There were no comments from the audience

A motion to Adjourn was offered by Matthew Henahan.

The Regular Business Meeting of 16 February 2021 was closed at 20:30PM.


Leslie Eaton, Board Secretary


Date