



**Board of Trustees  
Business Open and Closed Meeting Agendas (Revised)  
February 16, 2022**

The Clear Lake City Community Association, Inc. Board of Trustees meeting is scheduled for **7:00 p.m. on Wednesday, February 16, 2022**. The meeting will be held in Boardroom B, at the Clear Lake City Community Association Sports and Recreation Complex, located at 16511 Diana Lane, Houston, TX 77062.

**BUSINESS OPEN MEETING AGENDA**

- 1. Establish a quorum and call the Business Open Meeting of February 16, 2022, to order.**
- 2. Please turn all cellular phones to vibrate or off.**
- 3. Comments from the Audience (10 Minutes Maximum)** *\*If you wish to address the board, please complete the online form located on the website and submit it to [Rmorales@clcca.org](mailto:Rmorales@clcca.org) no later than 5:00pm on February 15. You may also bring this form with you to the meeting.*
  - a. Texas State Law prohibits the Board of Trustees from commenting on any statement or engaging in dialogue without an appropriate agenda item being posted in accordance with the Texas Open Meetings Act 551.042. Comments should be limited to **two (2) minutes** per policy and directed to the entire board, not individual members, or the audience. Engaging in verbal attacks or comments intended to insult, abuse, malign or slander any individual or creating a disturbance shall be cause for termination of speaking privileges and the guest will be removed from the meeting either voluntarily or involuntarily with the assistance of Texas Law Enforcement.
  - b. As appropriate, Trustees may respond to an inquiry if listed on the agenda or to identify the policy or procedure applicable to the inquiry or to request placing the inquiry on a future agenda.
- 4. Consider and approve the December 15, 2021 BOT Meeting Minutes**
- 5. Consider and approve the January 19, 2022 BOT Meeting Minutes**
- 6. Officers Reports**
  - a. **President's Report – Mr. Canup**
    - i. General comments
  - b. **Vice President's Report – Stan Cook**
    - i. ARC Committee – Motion to approve new committee member
  - c. **Treasurer's Report – Mrs. Stroud**
    - i. Present status of CLCCA finances and related activities
    - ii. CD renewals and make necessary motions
- 7. General Manager's Report – Ms. Morales**
  - a. Motion to approve new landscaping bid
- 8. HPD PIP – Ms. Taylor, Scheduled 3<sup>rd</sup> Tuesday of the month**
- 9. ACLC – Mr. Henahan, Scheduled 2<sup>nd</sup> Wednesday of the month**
- 10. CLCWA – Ms. Coblenz, Scheduled 2<sup>nd</sup> Thursday of the month**
- 11. Standing Committee Reports:**
  - a. **Architecture Review** – Advisor Mr. Cook – Meetings held Feb. 10
    - i. Motion to approve any variances brought before the Board by the Committee's recommendation requests
  - b. **Budget and Finance** – Stroud – no meeting, no report
  - c. **Bylaws & Policies** – Ms. Coblenz – Meeting held Feb. 15
    - i. Review proposed Bylaw Changes. The board will vote at the March 16<sup>th</sup> BOT meeting.
    - ii. Motion to approve proposed changes to the Recreation Policy
    - iii. Motion to approve proposed changes to the General POA Guidelines Policy

- d. **Communications** – Mr. Coblentz - no meeting, no report
- e. **Elections** – Ms. Eaton - no meeting, no report
- f. **Facilities** – Mr. Cook - no meeting, no report
- g. **Personnel** – Mr. Canup – Meeting held Feb. 15<sup>th</sup> (Move to Closed)

**12. Special Committee Reports:**

- a. Revision of Restrictive Covenants – Mr. Cook – no meeting, no report

**13. Trustees General Comments (Left to Right) 2 Minutes, President going last**

**14. Comments from the audience (20 Minutes Maximum)**

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- b. As appropriate, Trustees may respond to an inquiry if listed on the agenda or to identify the policy or procedure applicable to the inquiry or to request placing the inquiry on a future agenda.

**15. Recess to Business Closed Meeting under Texas Government Code Chapters 551.071, 551.072, & 551.074 at:**

**Commence Business Closed Meeting at:** \_\_\_\_\_.

**BUSINESS CLOSED MEETING AGENDA**

**A. President's General Comments**

- i. Trustee Absences

**B. Vice President Comments**

**C. Treasurer's Comments**

**D. GM Report**

- i. IRS Audit Update
- ii. Legal report
- iii. Collections & request(s)
- iv. Deed violation(s), concern(s), and requests(s)

**E. Personnel Committee, Mr. Canup:**

- i. General Manager's contract discussion and committee recommendation

**F. Review the November 17, 2021, Closed Meeting Minutes**

**G. Review the December 15, 2021, Closed Meeting Minutes**

**H. Consider and approve the January 19, 2022 Closed Meeting Minutes**

**Recess Business Closed Meeting and return to Business Open Meeting under Texas Government Code Chapter 551.102 at:** \_\_\_\_\_.

**Recommence Open Meeting Agenda at:** \_\_\_\_\_.

**BUSINESS OPEN MEETING AGENDA (continued)**

**16. Consider and approve the November 17, 2021, Closed Meeting Minutes**

**17. Consider and approve the December 15, 2021, Closed Meeting Minutes**

**18. Consider and approve the January 19, 2022 Closed Meeting Minutes**

**19. Motion to approve Trustee absences**

**20. Motion to renew the General Manager's employment contract**

**21. Meadowgreen Trustee Appointment, President Terry Canup:**

- a. Introduction and bio by prospective candidate for appointment to the Board of Trustees per Bylaw 5.2 to fill vacant Meadowgreen Trustee position
- b. Board voting for prospective trustee for Meadowgreen
- c. Motion to seat Meadowgreen appointed trustee
- d. Prospective appointed trustee reads the oath of office
- e. Motion to approve revised committee assignments FY 2021-22

**22. Any subsequent motions arising from Closed Meeting Discussions**

**Adjourn the Business Open Meeting at:** \_\_\_\_\_

**Rachel Morales, CLCCA General Manager**

***\*Note:** Whenever any agenda item is not ready for action at the time it is reached on the agenda that item shall be placed at the end of the agenda for action when all other agenda items have been considered or may be skipped entirely. The Presiding Officer of the Board of Trustees reserves the right to take up agenda items out of the order in which they are posted on this agenda.*