



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

The November Regular Business Open Meeting of the Clear Lake City Community Association, Inc. was called to order by President Stan Cook at 19:00 p.m.

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

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

There were no requests to speak.

Motion to approve the 19 October 2022 Open meeting minutes as written.

Motion: Terry Canup                      Second: Stan Cook

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

Vote: 8-For    0-Against    0-Abstain

The motion to approve the 19 October 2022 Open meeting minutes as written was approved.

### **President's Comments**

Meeting was held with ten homeowners that live along the perimeter fence on Bay Area Blvd. They discussed a resolution w/ CLCCA who will help facilitate, however, the homeowners need to address and correct fence issues. They discussed amongst themselves and over it was a good meeting with ideas on how to move forward. They were offered board room for future meetings.

### **Treasurer's Report**

CD renewal is due November 21<sup>st</sup>. Offer sheet is there for your review and after discussion the CD coming due was removed and Morgan Stanley was selected. FDIC 34221 at 4.7% with maturity date 11/24/2023. A lot of bills are coming due and there will be a need to transfer \$75,000.00 from the Shell account for operations.

A motion to remove current CD coming due and to accept new CD with Morgan Stanley, FDIC 34221 at 4.7%. Will mature on 11/24/2023.

Motion: Terry Canup

Second: Stan Cook

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

Vote: 8-For 0-Against 0-Abstain

The motion to approve removing current CD to new Morgan Stanley CD with 4.7% interest was approved.

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

October collections for past due assessments: \$17,594.06

October collections from Legal: \$25,836.63

Transfer fees and refinance fees: \$6,000.00

Resale certificates: \$1,950.00

Total: \$51,380.69

Accounts Receivables: \$373,011.93

### **Maintenance:**

Shannon's report is in packet.

### **Asphalt & Concrete Repairs:**

Asphalt: Three bids were received to repair the uneven section at the office entrance area and an area at the gym circle drive entrance by the handicap parking.

1. Fox Paving:
  - a. Gym area: \$5,500.00
  - b. Office entrance area: \$2,900.00 (will only do both will not bust it into two pieces)
2. Landa:
  - a. Gym area: \$7,200.00
  - b. Office entrance area: \$5,600.00
3. Asphalt Maintenance:
  - a. Office area: \$5,136.46 (did not quote gym area)

### **Concrete for area by ICE Machine**

1. Fox Paving: \$3,800.00 (just going to saw cut and pour concrete to match)
2. Drew Ramsey Outdoor Living: \$8,449.00 (going to lift concrete area near ice machine and completely remove old pads and repour)

Motion to approve concrete repairs at office entrance area, gym area and ice machine area by Fox Paving.

Motion: Stan Cook

Second: David Martin

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

Vote: 8-For 0-Against 0-Abstain

The motion to approve concrete repairs at office entrance area, gym area and ice machine area is approved.

### **Brightview Landscaping**

Rachel had an in-person meeting with the new lead at Brightview regarding the contract and several issues we are having. They agreed they were not meeting expectations and reduced the July 2022 invoice to \$4,329.43 and November 2022 to \$3,463.54 where we would normally pay \$6,927.08 for maintenance. Service will be once per month for months of November thru February per the contract which occurs mid-month.

### **Everest Ice Machine**

Owner contacted Rachel on October 31<sup>st</sup> stating they were finally able to talk to a manager in the COH Permit Department. They have to resubmit everything and now we wait again for approval. Hoping approved soon and the plumbers can come out the week of Thanksgiving.

### **Trash**

Rachel went out for quote for a new trash company to service the recreation center. We are currently using Waste Connections and over the years the monthly bill has increased substantially. Rachel reported CLCCA will be saving nearly 60% off the monthly trash bill by moving to Republic Services. This will begin in mid to end of December.

### **Insurance Renewal**

**Cyber Insurance:** The quote includes full limits for ransomware. Total Premium is \$1,285.34. According to Kevin Kimmel this is an option this year but upon renewal next year it will be mandatory. Tim Brady highly suggests this coverage.

Motion to accept Cyber Insurance coverage with a premium of \$1,285.34.

Motion: Stan Cook

Second: Jennifer Taylor

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

Vote: 8-For 0-Against 0-Abstain

The motion to approve the Cyber Insurance coverage with a premium of \$1,285.34 is approved.

### **Plumbing – Emergency Repair**

Grand Slam Plumbing was called out to repair the sewage line in the courtyard again. They were able to clean out the line and install a new cleanout further down. Emergency cost was \$2,500.00. This is a temporary fix once again. We are getting quotes to replace the entire line since this is an ongoing issue. They also indicated the office toilet underground pipe just below the commode has partially collapsed and may need to be replaced soon as well. Grand Slam suggested replacing the line in the courtyard first.

## **Recreation**

The Fall Festival was held on Saturday, October 29<sup>th</sup>. The CLCCA event this year was a combined effort with Running Alliance's Boo Dash Fun Run and the Glow on the Green event. Robyn and Tracy did a fantastic job coordinating the event as did all of the volunteers and employees. Total Revenue: \$5,176.00. Total Expenses: \$2,415.54. **Profit: \$2,760.46.**

Soccer Shots is starting classes in January for little kids. They are using the area next to the playground at the Oakbrook West Park on Penn Hills. The kids do a 30 minute "class" in field, then they all go to the playground to play. They held a free class to get people to see the program on November 5<sup>th</sup> and had a good turnout.

There is also going to be a **FREE Aikido and Modern Arnis Seminar on Saturday, December 3<sup>rd</sup>** here at the Clear Lake City Rec Center. We are hoping this will bring more interest in the classes.

The Rec Center is looking for morning and afternoon Lifeguards to work at the Indoor Pool. One Facility Attendant is also needed as one employee will be leaving to be a firefighter.

Exploration Green is looking for some volunteers to help plant trees. No prior experience needed. Planting dates are 11/12, 11/19, and 12/10. Email [explorationgreen@gmail.com](mailto:explorationgreen@gmail.com) for more info and to get on the list!

**HPD PIP:** No meeting for month of November

**ACLC:** Update on Exploration Green that the Oakbrook West portion has been completed and they are now looking for volunteers to plant trees but the coming week has been cancelled due to inclement weather. There will be no meeting in December.

**Clear Lake City Water Authority:** They paid their bills mostly and discussed the reaction to the rate increase towards the end and justified their reasoning for the increase.

**ARC:** There is one variance:

The ARC committee is recommending one variance to the Board:

1. 1414 Festival

Motion to DISAPPROVE the 1414 Festival variance until further investigation.

Motion: Stan Cook

Second: David Martin

TRUSTEE	FOR	AGAINST	ABSTAIN
Terry Canup	X		
Linda Coblentz	X		
Stan Cook	X		

Leslie Eaton	ABSENT		
Matthew Henehan	X		
Robert Kuhl	X		
David Martin	X		
Glenda Stroud	X		
Jennifer Taylor	X		

Vote: 8-For 0-Against 0-Abstain

Motion to DISAPPROVE the 1414 Festival variance until further investigation is approved.

### **Bylaws & Policies:**

Discussion regarding Bylaw Administrative Changes from October meeting.

Motion to approve Bylaw changes from October.

Motion: Terry Cook Second: Stan Cook

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

Vote: 8-For 0-Against 0-Abstain

The motion to approve the Bylaws Administrative Changes from October is approved.

**Communications:** No meeting. No Report.

**Elections:** No meeting. No Report.

**Facilities:** No meeting. No Report.

**Personnel:** No meeting. No report.

**Special Committee Revision of Restrictive Covenants:** : No meeting. No report.

### **Trustee Comments**

Terry Canup – No comment

Glenda Stroud – The CCISD had the wrong name on the return envelope to send the tax payment

Jennifer Taylor – No comment

Matthew Henehan – Everyone have a Happy Thanksgiving

Leslie Eaton – Absent

Robert Kuhl – Resident complained about people leaving tree waste on street

Linda Coblentz – No comment

David Martin – No comment



**Comments from the Audience:**

There were no comments from the audience.

The Open meeting was adjourned at 19:55PM in order to go to the Closed Meeting.

After the Closed Meeting, the Open Meeting recommenced at 20:27PM.

Motion to file suit on El Camino property.

Motion: Jennifer Taylor

Second: David Martin

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

Vote: 8-For 0-Against 0-Abstain

The motion to file suit on El Camino property is approved.

Motion to proceed with Null & Void letter on Aspen Hills Dr.

Motion: Jennifer Taylor

Second: Stan Cook

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

Vote: 8-For 0-Against 0-Abstain

Motion to proceed with Null & Void letter on Aspen Hills Dr. is approved.

Motion to proceed in filing combo suit on both collections and DRV accounts on Seawolf Dr. property.

Motion: Jennifer Taylor

Second: Bob Kuhl

TRUSTEE	FOR	AGAINST	ABSTAIN
Terry Canup	X		
Linda Coblentz	X		

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

Vote: 8-For 0-Against 0-Abstain

The motion to approve to proceed in filing combo suit on both collections and DRV accounts on Seawolf Dr. property is approved.

Motion to approve moving forward with selling the donated property on Bay Area Blvd.

Motion: Jennifer Taylor Second: Terry Canup

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

Vote: 8-For 0-Against 0-Abstain

Motion to approve moving forward with selling the donated property on Bay Area Blvd. is approved.

Motion to move commercial property to legal for deed violations.

Motion: Jennifer Taylor Second: Stan Cook

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

Vote: 8-For 0-Against 0-Abstain

Motion to move commercial property to legal for deed violations is approved.



Motion to approve Closed Meeting Minutes for October 19, 2022.

Motion: Jennifer Taylor

Second:

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

Vote: 8-For 0-Against 0-Abstain

Motion to approve Closed Meeting Minutes for October 19, 2022, is approved.

Motion to not hold a meeting November 30<sup>th</sup>, 2022.

Motion: Stan Cook

Second: Robert Kuhl


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

Vote: 8-For 0-Against 0-Abstain

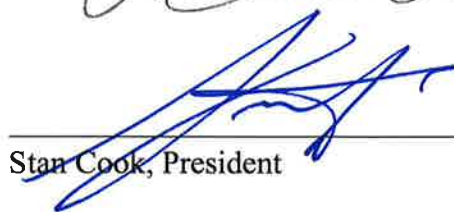
Motion to approve Closed Meeting Minutes for October 19, 2022, is approved.

A motion was made by Matthew Henehan to adjourn meeting.

The Regular Business Meeting of November 16, 2022 was closed at 8:19PM.

  
Jennifer Taylor, Oakbrook West Trustee

1/18/23  
Date

  
Stan Cook, President

1/18/23  
Date

