



**CLEAR LAKE CITY COMMUNITY ASSOCIATION, INC.  
15 NOVEMBER 2023  
REGULAR BUSINESS OPEN MEETING MINUTES**

The 15 November 2023 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
- Secretary – Leslie Eaton
- Treasurer – Glenda Stroud
- Linda Coblentz
- Matthew Henchan - Absent
- Robert Kuhl
- David Martin
- Jennifer Taylor - Absent

Rachel Morales- General Manager

**Comments from the Audience:**

There was a request to speak from Scott & Linda Sartorius regarding a request for a home on Neptune to fix their home. They were aware that letters were sent to the owner of the home and nothing had been done. They would like the Board to take it to the next level. They have sent photos of the rotting boards and fascia falling off, holes where there likely are raccoons living in their attic. The homeowners are aware of the violations and due to privacy issues, the Board cannot discuss it further with them.

There was a correction to the 20 September 2023 Open Meeting minutes, correcting the month at the end of the minutes.

Motion to approve the 20 September 2023 Open meeting minutes as amended.

Motion: Terry Canup                      Second: Robert Kuhl

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

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

Vote: 7-For 0-Against 0-Abstain

The motion to approve the 20 September 2023 Open meeting minutes was approved as amended.

Motion to approve 18 October 2023 Open meeting minutes.

Motion: Terry Canup Second: Robert Kuhl

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

Vote: 7-For 0-Against 0-Abstain

The motion to approve the 18 October 2023 Open meeting minutes was approved.

Motion to approve 07 November 2023 Special Open Meeting minutes.

Motion: Terry Canup Second: Stan Cook

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

Vote: 7-For 0-Against 0-Abstain

The motion to approve the 07 November 2023 Special Open meeting minutes was approved.

### **President's Comments**

The President and Vice-President commented about how wonderful the new gymnasium floor looked and the hard work the air conditioning contractor is putting in at removing the old system. He also encouraged all Board Members to stop and take a look at the new floor.

### **Treasurer's Report**

Glenda reviewed the CDs and the dates that they are due to mature:

Morgan Stanley CD 24 November 2023

Capital One 08 December 2023

We have written two large checks recently: the check for the new air conditioning system to Primo Air Masters for \$20,000 has cleared, but we are still waiting for the initial check for the gym floor to Vector Concepts for \$60,000 to clear.

The Friends of CLCCA brought us a cashier's check for \$457 with the remaining funds from the account to donate to the CLCCA.

A cast bronze plaque in Rutledge Park in Camino South is being replaced due to vandalism. It will be installed later this month.

Motion to move \$24,813 from Shell FCU to the Operating Account.

Motion: Glenda Stroud      Second: Stan Cook

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

Vote: 7-For    0-Against    0-Abstain

The motion to approve moving money from Shell FUC to the Operating Account was approved.

Motion to make a payment plan to finance the insurance policy.

Motion: Stan Cook      Second: Terry Canup

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

Vote: 7-For    0-Against    0-Abstain

The motion to approve making a payment plan for the insurance was approved.

Motion to approve moving the Morgan Stanley CD to the Operating Account and the Capital One and BMW CDs to the money market account at UBS when they come due.

Motion: Glenda Stroud                      Second: Terry Canup

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

Vote: 7-For    0-Against    0-Abstain

The motion to approve moving the CDs as discussed was approved.

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

This month through internal collections we have sent out 738 demand letters and 31 209 letters. Thus far we have collected over \$40,000 from in-house collections this month.

Rachel found a clause in the proposed janitorial contract that they use sub-contractors. She is asking for clarification to find out who they will be using. A change in contractors is needed to reduce costs.

We are reviewing security options at the recreation center. This includes canceling the security equipment with Xfinity and purchasing updated equipment to eliminate the monthly charges.

The Sportcourt tiles were removed and the Taraflex gym floor was installed. Walk-off tile was purchased for two 6ft. apron areas at the front and the back of the gym. The walk-off tiles will be installed by Shannon and Nathan.

The Fall Festival was a big hit. Total net profit was \$5,422.

**HPD PIP:** Leslie was not able to attend.

**ACLC:** ACLC discussed the laws that were passed in the sessions in the spring. There is no December meeting and the next meeting will be in January.

**CLCWA:** John Branch resigned as president and the new president is Thomas Morrow. The new Board Director is Brady Pyle.

### **ARC:**

There are two variances from the ARC meeting.

Motion: Request to convert garage into an apartment on Montour.

Motion: David Martin                      Second: Stan Cook

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

Vote: 0-For 7-Against 0-Abstain

The motion to approve the variance to convert a garage into an apartment was not approved.

Motion to approve the fence height and add the wooden gate across the driveway.

Motion: David Martin Second: Stan Cook

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

Vote: 7-For 0-Against 0-Abstain

The motion to approve the variance on extending the fence was approved.

**Budget & Finance:** No meeting. No report.

**Bylaws & Policies:** No meeting. No report.

**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 General Comments:**

There were no comments from the Board Members.

#### **Comments from the Audience:**

There were no comments from the audience.

The Open meeting was adjourned at 20:12 in order to go to the Closed Meeting.

After the Closed Meeting, the Open Meeting recommenced at 20:39 PM.

Motion to approve the Closed Meeting Minutes with corrections as discussed in the Closed Session.

Motion: Leslie Eaton Second: Terry Canup

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

Vote: 6-For 0-Against 1-Abstain

The motion to approve the Closed Meeting Minutes with corrections as discussed in the Closed Session was approved.

Motion to approve Trustee Absences as discussed in the Closed Session.

Motion: Terry Canup Second: David Martin

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

Vote: 6-For 0-Against 1-Abstain

The motion to approve the Trustee Absences was approved.

Motion to proceed with foreclosure on the Beachcomber property as discussed in the Closed Session.

Motion: Leslie Eaton Second: Terry Canup

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

Vote: 7-For 0-Against 0-Abstain

The motion to proceed with foreclosure on the Beachcomber property as discussed in the Closed Session was approved.

Motion to proceed with citation by publication on the University Green townhome as discussed in the Closed Session.



Motion: Leslie Eaton

Second: Stan Cook

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

Vote: 7-For 0-Against 0-Abstain

The motion to proceed with citation by publication on the University Green townhome as discussed in the Closed Session was approved.

Motion to move the eleven accounts to legal for collections as discussed in the Closed Session.

Motion: Leslie Eaton

Second: Stan Cook

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

Vote: 7-For 0-Against 0-Abstain

The motion to move the eleven accounts to legal for collections as discussed in the Closed Session was approved.

Motion to approve the two write-offs as discussed in the Closed Session.

Motion: Leslie Eaton

Second: Terry Canup

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

Vote: 7-For 0-Against 0-Abstain

The motion to approve the two write-offs as discussed in the Closed Session was approved.

Motion to not have a meeting on November 29, 2023.

Motion: Stan Cook

Second: David Martin

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

Vote: 7-For 0-Against 0-Abstain

The motion to not have a meeting on November 29, 2023 was approved.

A motion to Adjourn was offered by Robert Kuhl.

The Regular Business Meeting of 15 November 2023 was adjourned at 20:45PM.

  
Leslie Eaton, Board Secretary

  
Date