



**Board of Trustees  
Business Open and Closed Meeting Agendas  
October 15, 2025**

The Clear Lake City Community Association, Inc. Board of Trustees meeting is scheduled for **7:00 p.m. on Wednesday, October 15, 2025**. 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 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 October 15, 2025. 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 August 20, 2025 Open Board Meeting Minutes**
- 5. Consider and approve the September 17, 2025 Open Board Meeting Minutes**
- 6. Consider and approve the October 1, 2025 Special Business Meeting Minutes**
- 7. Officers Reports**
  - a. President's Report – Mr. Cook
    - i. General comments
  - b. Vice President's Report – Mr. Canup
  - c. Treasurer's Report – Mrs. Stroud
    - i. Present status of CLCCA finances and related activities
    - ii. CD renewals and make necessary motions
- 8. General Manager's Report** – Ms. Morales
  - a. Discussion and motion to approve gymnasium ventilation quotes
  - b. Discussion and motion to approve 2025-26 Insurance Premiums with Finance option
  - c. Discussion and motion to approve 2025-26 Flood Insurance Premiums
- 9. HPD PIP** – Mr. Kuhl, Scheduled 3<sup>rd</sup> Monday of the month
- 10. ACLC** – Mr. Canup, Scheduled 2<sup>nd</sup> Wednesday of the month
- 11. Standing Committee Reports:**
  - a. *Architecture Review* – Meeting held October 9
    - i. *Discussion and motion to approve any variances brought before the Board by the Committee's request. (R-1560) 910 Beachcomber - Fence*

- b. **Budget and Finance** – Ms. Stroud – no meeting, no report
- c. **Bylaws & Policies** – Mr. Canup – no meeting, no report
- d. **Communications** – Ms. Coblenz - no meeting, no report
- e. **Elections** – Mr. Kuhl – no meeting, no report
- f. **Facilities** – Mr. Cook – no meeting, no report
- g. **Personnel** – Mr. Cook – no meeting, no report

**12. Special Committee Reports:**

- a. Revision of Restrictive Covenants – Mr. Cook – no meeting, no report
- b. Revision of Founding Documents – Mr. Cook – no meeting, no report
- c. Revenue Enhancement – Mr. Cook – Meeting held October 7<sup>th</sup>
  - i. Discussion and motion to approve the Supplemental Community Service Charge (SCSC) using a flat rate or mill rate.
  - ii. Discussion and motion to approve the draft instrument, petition, and Amendment
  - iii. Discussion and motion to move forward with all properties, subdivisions, or particular sections in a subdivision.
  - iv. Discussion and motion to approve marketing strategy and process.

**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, 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. Legal report
  - ii. Collections & request(s)
  - iii. Deed violation(s), concern(s), and requests(s)
- E. Review the August 20, 2025 Closed Meeting Minutes**
- F. Review the September 17, 2025 Closed Meeting Minutes**

**Recess Business Closed Meeting and return to Business Open Meeting under Texas Government Code Chapter 551.002 and 551.102 at: \_\_\_\_\_ .**

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

**BUSINESS OPEN MEETING AGENDA (continued)**

- 16. Consider and approve the August 20, 2025 Closed Meeting Minutes**
- 17. Consider and approve the September 17, 2025 Closed Meeting Minutes**
- 18. Motion to approve Trustee Absences**

19. Any subsequent motions arising from Closed Meeting Discussions

20. Motion to not hold a Board of Trustee Meeting on October 29, 2025

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

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**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.*