



**Board of Trustees
Business Open and Closed Meeting Agendas
December 17, 2025**

The Clear Lake City Community Association, Inc. Board of Trustees meeting is scheduled for **7:00 p.m. on Wednesday, December 17, 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 no later than 5:00pm on December 17, 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 November 19, 2025 Open Business Meeting Minutes**
- 5. 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
- 6. General Manager's Report – Ms. Morales**
 - a. *Discussion and motion to approve requested revisions to the Aquastar OBW pool lease*
 - b. *Discussion and motion to approve the January newsletter content*
- 7. HPD PIP – Mr. Kuhl, Scheduled 3rd Monday of the month**
- 8. ACLC – Mr. Canup, Scheduled 2nd Wednesday of the month**
- 9. Standing Committee Reports:**
 - a. **Architecture Review** – Meeting held December 11
 - i. *Discussion and motion to approve any variances brought before the Board by the Committee's request. (C-508) 530 Bay Area Blvd. New Construction*
 - b. **Budget and Finance** – Ms. Stroud – no meeting, no report
 - c. **Communications** – Mr. Martin – Meeting held December 1
 - i. *Discussion and motion to approve final ballot*
 - ii. *Discussion and motion to approve online election voting platform and cost*
 - iii. *Discussion and motion to approve the draft marketing strategy*

- d. **Bylaws & Policies** – Mr. Canup – Meeting held December 2
 - i. *Discussion and motion to approve recommended changes to the Bylaws*
 - ii. *Discussion and motion to approve recommended changes to the Board of Trustees & Meeting policies*
 - iii. *Discussion and motion to approve recommended changes to the Committee & Charter Policies*
 - iv. *Discussion and motion to approve recommended changes to the Ethics Policy*
 - v. *Discussion and motion to approve recommended changes to the Finance Policy*
 - vi. *Discussion and motion to approve recommended changes to the General POA Guidelines Policy*
 - vii. *Discussion and motion to approve recommended changes to the Recreation Policy*
- e. **Elections** – Mr. Kuhl – no meeting, no report
- f. **Facilities** – Mr. Cook – no meeting, no report
- g. **Personnel** – Mr. Cook – no meeting, no report

10. 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 – no meeting, no report

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

12. 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.

13. 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. Deed Restriction Violation Hearing for 1520 Festival
- ii. 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 November 19, 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)

- 14. Consider and approve the November 19, 2025 Closed Meeting Minutes
- 15. Motion to approve Trustee Absences
- 16. Motion to not hold a Board of Trustees meeting on December 31, 2025

17. 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.*