

CLEAR LAKE CITY WATER AUTHORITY

900 Bay Area Boulevard • Houston, Texas 77058 • 281/488-1164
• Fax 281/488-3400

February 4, 2013

To: All Persons Interested in the Meeting of the Clear Lake City Water Authority Board of Directors:

Notice is hereby given that the Board of the Clear Lake City Water Authority will convene in Regular Session open to the public at 900 Bay Area Boulevard within such Authority at 7:00 p.m. on February 7, 2013 for the following purposes:

1. Approve or correct minutes of the January 10, 2013 Regular Meeting;
2. Comments from the floor (5 minute limitation);
3. Consider accepting the proposed/preliminary SWA architectural plan for the detention area with the ability to amend it as necessary;
4. Review the proposed Municipal Setting Designation Resolution and take action as necessary;
5. Consider and act upon approval of financial audit ending September 30, 2012;
6. Receive Tax Assessor/Collector Report ending January 31, 2013;
7. Consider and act upon Financial Report ending November 30, 2012;
8. Consider and act upon the Operating Disbursement's Report ending January 31, 2013;
9. Review bids and award the construction contract for the Water Meter Replacement Program;
10. Authorize an application to the TCEQ for a Bond Issue to fund a portion of the Water Meter Replacement Program;
11. Review and approve Pay Application No. 2 for Water System Phase 1 Rehabilitation;
12. Authorize the advertising for construction bids for Water System Phase 3 Rehabilitation;
13. Review and approve Pay Application No. 1 for Water Plant No. 4 Interior and Exterior Recoating and Site Improvements;
14. Review and approve Pay Application No. 5 for the Sanitary Sewer Phase 53 TV Inspections;
15. Authorize the advertising for bids for the Sanitary Sewer Phase 55 Rehabilitation;

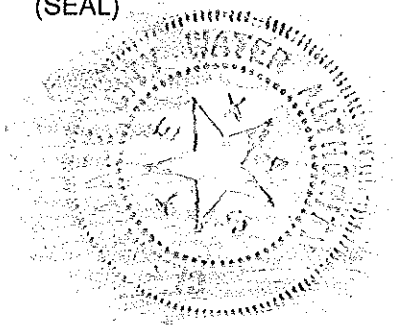
16. Review and approve Change Order No. 1 for Lift Station No. 15 Rehabilitation;
17. Review bids and award contract for testing the Lift Station No. ⁴/₈ Force Main;
18. Review and approve Pay Application No. 1 for the Digester Blower Replacement for the Robert T. Savely Water Reclamation Facility;
19. Review and approve Pay Application No. 6 and Final for the Robert T. Savely Water Reclamation Facility, Lift Station No. 4 and Water Plant No. 3 Electrical Modifications;
20. Review bids and award the construction contract for Storm Sewer Phase 23 Rehabilitation;
21. Review and act upon the Engineer's Report and any matters pertaining to construction contracts;
22. Consider and act upon approval of the Capital Projects Disbursements;
23. Receive and act upon Attorney's Report;
24. Consider and act upon the Investment Summary ending December 31, 2012;
25. Receive General Managers Report;
26. Old and New Business

Following the Board's consideration, and action if any, on the above items, the Board will adjourn from Regular Session and reconvene in Closed Session pursuant to §551.071 of the Government Code for the purpose of consulting with its attorney, pursuant to §551.072 of the Government Code to deliberate regarding real property and pursuant to §551.074 of the Government Code to discuss personnel matters.



James H. Byrd
General Manager
Clear Lake City Water Authority

(SEAL)



CLEAR LAKE CITY WATER AUTHORITY

Board of Directors'
Regular Meeting Minutes
February 7, 2013

Regular Meeting

The Board of Directors of the Clear Lake City Water Authority convened in regular session open to the public at the regular meeting place in its office at 7:03 p.m. on February 7, 2013. Roll was called of the members:

Quorum Present

Ms. Gayle I. Yoder, President;
Mr. John Branch, Vice President;
Mr. Robert T. Savely, Secretary;
Mr. Vince Johnson, Director;
Mr. Gordon Johnson, Director.

All were present.

Also present were:

James Byrd, General Manager;
Bill Rosenbaum, Engineer;
Noel Barfoot, Auditor.

(See visitor roster attached hereto as part of these minutes and identified as Exhibit **A.**)

1. Minutes of 01/10/2013
Regular Meeting
Approved

Reading of the minutes of the January 10, 2013 meeting was waived due to all Directors having received copies prior to the meeting.

Thereupon, by motion duly made by Director Branch and seconded by Director Savely, the Board voted unanimously to approve the minutes for the January 10, 2013 meeting.

2. Comments from the
Floor

None.

3. SWA Presentation
Deferred

This item was deferred.

4. Municipal Setting
Designation Resolution
for 900-910 Gemini
Deferred

This item was deferred.

5. Financial Audit for Year
Ending September 30,
2012
Approved

Mr. Noel Barfoot presented the financial audit for the year ending September 30, 2012 for the Board's review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit **B.**)

Thereupon, by motion duly made by Director V. Johnson and seconded by Director Savely the Board voted unanimously to approve the financial audit ending September 30, 2012.

6. Tax Collector Report Received

Ms. Cumming presented a report of taxes collected and taxes outstanding as of January 31, 2013 for the Board's review. (Copy attached hereto as part of these minutes and identified as Exhibit C.)

7. Financial Report Approved

The Financial Report ending November 30, 2012 was presented for the Board's approval. (Copy attached hereto as part of these minutes and identified as Exhibit D.)

Thereupon, by motion duly made by Director Branch and seconded by Director V. Johnson, the Board voted unanimously to approve the Financial Report ending November 30, 2012.

8. Operating Disbursements Report Approved

The Operating Disbursements Report ending January 31, 2013 was presented for the Board's approval. (Copy attached hereto as part of these minutes and identified as Exhibit E.)

Thereupon, by motion duly made by Director Savely and seconded by Director Branch, the Board voted unanimously to approve the Operating Disbursements Report ending January 31, 2013.

9. Award Construction Contract for the Water Meter Replacement Program Approved

Mr. Rosenbaum presented the bids received for Water Meter Replacement Program for the Board's review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit F.)

Thereupon, by motion duly made by Director Branch and seconded by Director V. Johnson the Board voted unanimously to approve awarding the contract to the low bidder pursuant to the Engineer's recommendation, National Metering Services, with a bid of \$7,744,807.61 and 550 calendar days. There is a 1-year warranty on the tower transmission batteries and a 20-year warranty on the meter box batteries.

10. Authorize Application to the TCEQ for a Bond Issue to Fund a portion of the Water Meter Replacement Program Approved

Mr. Rosenbaum requested Board approval to authorize an application to the TCEQ for a Bond Issue to fund a portion of the Water Meter Replacement Program.

Thereupon, by motion duly made by Director Savely and seconded by Director Branch, the Board voted unanimously to approve an application to the TCEQ for a Bond Issue to fund a portion of the Water Meter Replacement Program.

11. Pay Application No. 2 for Water System Phase 1 Rehabilitation Approved

Mr. Rosenbaum presented Pay Application No. 2 for Water System Phase 1 Rehabilitation for the Board's review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit G.)

Thereupon, by motion duly made by Director Branch and seconded by Director G. Johnson the Board voted unanimously to approve Pay Application No. 2 for T Construction, LLC for \$6,795.00.

12. Authorize Advertising for Construction Bids for Water System Phase 3 Rehabilitation Approved

Mr. Rosenbaum requested Board approval to authorize advertising construction bids for Water System Phase 3 Rehabilitation to be funded through Bond Issue #33.

Thereupon, by motion duly made by Director Savely and seconded by Director G. Johnson, the Board voted unanimously to approve advertising construction bids for Water System Phase 3 Rehabilitation.

13. Pay Application No. 1 for Water Plant No. 4 Interior and Exterior Recoating and Site Improvements Approved

Mr. Rosenbaum presented Pay Application No. 1 for Water Plant No. 4 Interior and Exterior Recoating and Site Improvements for the Board's review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit H.)

Thereupon, by motion duly made by Director Branch and seconded by Director G. Johnson the Board voted unanimously to approve Pay Application No. 1 for Blastco Texas, Inc. for \$30,690.00.

14. Pay Application No. 5 for Sanitary Sewer Phase 53 TV Inspections
Approved

Mr. Rosenbaum presented Pay Application No. 5 for Sanitary Sewer Phase 53 TV Inspections for the Board's review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit I.)

Thereupon, by motion duly made by Director Savely and seconded by Director G. Johnson the Board voted unanimously to approve Pay Application No. 5 for AAA Flexible Pipe Cleaning Co. Inc. for \$26,213.06

15. Authorize Advertising for Construction Bids for Sanitary Sewer Phase 55 Rehabilitation
Approved

Mr. Rosenbaum requested Board approval to authorize advertising construction bids for Sanitary Sewer Phase 55 Rehabilitation.

Thereupon, by motion duly made by Director Savely and seconded by Director V. Johnson, the Board voted unanimously to approve advertising construction bids for Sanitary Sewer Phase 55 Rehabilitation.

16. Change Order No. 1 for Lift Station No. 15 Rehabilitation
Approved

Mr. Rosenbaum presented Change Order No. 1 for Lift Station No. 15 Rehabilitation for the Board's review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit J.)

Thereupon, by motion duly made by Director V. Johnson and seconded by Director Savely the Board voted unanimously to approve Change Order No. 1 for T & C Construction, LTD. for \$7,900.00 and no additional calendar days requested.

17. Award Construction Contract for Testing the Lift Station No. 4 Force Main
Approved

Mr. Rosenbaum presented the bids received for Testing the Lift Station No. 4 Force Main for the Board's review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit K.)

Thereupon, by motion duly made by Director Savely and seconded by Director G. Johnson the Board voted unanimously to approve awarding the contract to the low bidder pursuant to the Engineer's recommendation, R.L. Utilities, with a bid of \$24,200.00 and 30 calendar days.

18. Pay Application No. 1 for Digester Blower Replacement for the Robert T. Savely Water Reclamation Facility
Approved

Mr. Rosenbaum presented Pay Application No. 1 for Digester Blower Replacement for the Robert T. Savely Water Reclamation Facility for the Board's review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit L.)

Thereupon, by motion duly made by Director V. Johnson and seconded by Director Branch the Board voted unanimously to approve Pay Application No. 1 for JTR Constructors, Inc. for \$61,546.61.

19. Pay Application No. 6 & Final for the Robert T. Savely Water Reclamation Facility, Lift Station No. 4, and Water Plant No. 3 Electrical Modifications
Approved

Mr. Rosenbaum presented Pay Application No. 6 & Final for the Robert T. Savely Water Reclamation Facility, Lift Station No. 4, and Water Plant No. 3 Electrical Modifications for the Board's review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit M.)

Thereupon, by motion duly made by Director Savely and seconded by Director V. Johnson the Board voted unanimously to approve Pay Application No. 6 & Final for C.F. McDonald Electric for \$32,367.95.

- 20. Award Construction Contract for Storm Sewer Phase 23 Rehabilitation Approved
Mr. Rosenbaum presented the bids received for for Storm Sewer Phase 23 Rehabilitation for the Board's review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit N.)
Thereupon, by motion duly made by Director Branch and seconded by Director G. Johnson the Board voted unanimously to approve awarding the contract to the low bidder pursuant to the Engineer's recommendation, R.L. Utilities, with a bid of \$197,158.00 and 120 calendar days.

- 21. Engineer's Report
Mr. Rosenbaum presented a written status of projects for the Board's review and discussion. (Copy attached hereto as part of these minutes and identified as Exhibit O.)

- 22. Capital Projects Disbursements Approved
The Capital Projects Disbursements Report was presented for the Board's approval. (Copy attached hereto as part of these minutes and identified as Exhibit P.)
Thereupon, by motion duly made by Director Branch and seconded by Director G. Johnson, the Board voted unanimously to approve the Capital Projects Report in the amount of \$297,739.29.

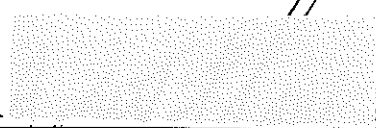
- 23. Attorney's Report
Not in attendance.

- 24. Investment Summary Approved
The Investment Summary ending December 31, 2012 was presented for the Board's approval. (Copy attached hereto as part of these minutes and identified as Exhibit Q.)
Thereupon, by motion duly made by Director Savely and seconded by Director G. Johnson the Board voted unanimously to approve the Investment Summary ending December 31, 2012.

- 25. General Manager's Report
Mr. Byrd reported the City of Seabrook is interested in dirt from CLCWA's Detention Facility for a new development. They are anticipating a need in a year or two for future development.
Mr. Byrd requested executive session to discuss the Fidelis Tract.

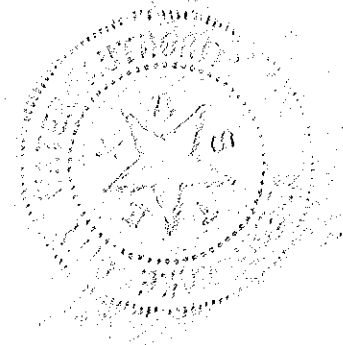
- 26. Old and New Business
Director Savely and Director Branch requested a special meeting on Thursday, February 14, 2013 at 1:00 p.m.

- 27. Meeting Adjourned
President Yoder declared the regular meeting adjourned at 7:54 p.m.


 Secretary, Board of Directors
 CLEAR LAKE CITY WATER AUTHORITY


 President, Board of Directors
 CLEAR LAKE CITY WATER AUTHORITY

(SEAL)



DATE APPROVED: March 14, 2013