



CLEAR LAKE CITY WATER AUTHORITY

900 Bay Area Boulevard • Houston, Texas 77058 • 281/488-1164
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January 28, 2019

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

Notice of an AMENDED agenda is hereby given that the Board of the Clear Lake City Water Authority will convene in Special Session open to the public at 900 Bay Area Boulevard within such Authority at 7:00 p.m. on January 30, 2019 for the following purposes:

1. Consider and act upon request for a 90-day extension of service for Archangel Raphael Coptic Orthodox Church at 14220 Crescent Landing;
2. Consider and act upon approval of the financial audit ending September 30, 2018;
3. Consider and act upon annual review of ADM-165, Investment Policy;
4. Discuss and take action on matters related to Petition for Exclusion of Land filed by Kaneka North America LLC;
5. Consider Calling Hearing on Exclusion of Land and authorize publication of Notice related to same;
6. Consider and act upon temporary arrangements for Federal employees affected by the government shutdown, including waiver of late penalties and delay of disconnects.

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.

Jennifer Morrow
General Manager
Clear Lake City Water Authority



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Board of Directors'
Special Meeting Minutes
January 30, 2019

Special Meeting The Board of Directors of the Clear Lake City Water Authority ("Authority") convened in Special Session open to the public at the regular meeting place at its office inside the Authority at 7:00 p.m. on January 30, 2019. Roll was called of the members:

Quorum Present Mr. John Branch, President
Mr. Robert T. Savely, Vice-President
Mr. W. Thomas Morrow, Secretary;
Mr. Gordon Johnson, Director;
Mr. John Graf, Director.

All were present.

Also present were:

Ms. Jennifer Morrow, General Manager;
Mr. Tim Green, Attorney;
Ms. Julianne Kugle, Bond Counsel, SK Law;
Mr. Stephen Eustis, Financial Advisor, R.W. Baird;
Mr. Tim Applewhite, McCall Gibson Swedlund Barfoot PLLC;
Ms. Mary Ann Schatz, Capital Projects Bookkeeper;
Ms. Nikki Andrus, Recording Secretary.

(A visitor roster copy is on file in the official records of the District and identified as Exhibit **A**.)

1. 90-Day Extension of Service for Archangel Raphael Coptic Orthodox Church at 14220 Crescent Landing
Approved
A request for a 90-day extension of water, sewer and drainage service to Archangel Raphael Coptic Orthodox Church at 14220 Crescent Landing was presented to the Board for review and approval. (A copy of which is on file in the official records of the Authority and identified as Exhibit **B**.)

Thereupon, by motion duly made by Director Savely and seconded by Director Morrow, the Board voted unanimously to approve the 90-day extension of water, sewer and drainage service to Archangel Raphael Coptic Orthodox Church.
2. Financial Audit for Fiscal Year Ending 9/30/18
Approved
Mr. Tim Applewhite of McCall Gibson Swedlund Barfoot PLLC, presented the financial audit for the fiscal year ending September 30, 2018 for the Boards review and approval. (A copy of which is on file in the official records of the Authority and identified as Exhibit **C**.)

Thereupon, by motion duly made by Director Savely and seconded by Director Johnson, the Board voted unanimously to approve the financial audit for fiscal year ending September 30, 2018.
3. Annual Review of ADM-165 Investment Policy
Approved
Annual review of ADM-165, Investment Policy, was presented to the Board for review and approval. Mr. Tim Green advised that no updates or changes needed to be made. (A copy of which is on file in the official records of the Authority and identified as Exhibit **D**.)

Thereupon, by motion duly made by Director Graf and seconded by Director Johnson, the Board voted unanimously to approve ADM-165 Investment Policy

with no changes.

- 4. Petition for Exclusion of Land filed by Kaneka North America LLC

A Petition for Exclusion of Land filed by Kaneka North America LLC was presented to the Board for review and discussion. (A copy of which is on file in the official records of the Authority and identified as Exhibit E.)

- 5. Call Hearing on Exclusion of Land and Authorize Publication of Notice
Approved

The Board had a discussion with Ms. Kugle regarding the Petition for Exclusion of Land filed by Kaneka North America LLC. The Authority has 60 days from the time the Petition was filed to hold an exclusion hearing and the deadline for this hearing is February 25, 2019.

Thereupon, by motion duly made by Director Morrow and seconded by Director Savely, to hold a public hearing on February 20, 2019 at 7:00 pm, the Board voted unanimously to approve the hearing date and time.

- 6. Temporary Arrangements for Federal Employees Affected by the Government Shutdown
Approved

The Board discussed temporary arrangements for Federal employees affected by the government shutdown, including waiver of late penalties and delay of disconnects. This arrangement is for water and sewer bills only. Directors Graf and Savely abstained from the discussion.

Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve a 60 day waiver of penalties, delay disconnects for Federal employees affected by the government shutdown, and to change the current policy to give the General Manager authority to act when there is a disruption in the Federal government where Federal employees are affected, or when there is a declared natural disaster.

- 7. Meeting Adjourned

President Branch declared the special meeting adjourned at 8:17 p.m.



President, Board of Directors
CLEAR LAKE CITY WATER AUTHORITY



Secretary, Board of Directors
CLEAR LAKE CITY WATER AUTHORITY

(SEAL)



DATE APPROVED: 2-14-19