

CLEAR LAKE CITY WATER AUTHORITY

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

January 5, 2015

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 January 8, 2015 for the following purposes:

1. Approve or correct minutes of the December 2, 2014 Special Meeting;
2. Approve or correct minutes of the December 11, 2014 Regular Meeting;
3. Approve or correct minutes of the December 24, 2014 Special Meeting;
4. Comments from the floor (5 minute limitation);
5. Consider and act upon approval of the proposed parking lot for the Clear Lake Islamic Center at 17511 El Camino Real;
6. Mayor Jon Keeney of Taylor Lake Village will address the Board on certain items;
7. Consider and act upon the Municipal Setting Designation for 900-910 Gemini;
8. Receive Tax Assessor/Collector Report ending December 31, 2014;
9. Consider and act upon the Operating Disbursement's Report ending December 31, 2014;
10. Review and approve Pay Application No. 15 for Water Meter Replacement Program;
11. Authorization to advertise for construction bids for Water System Phase 7 Rehabilitation;
12. Review and approve Pay Application No. 2 for Sanitary Sewer Phase 61 Rehabilitation;
13. Review and approve Pay Application No. 1 for Sanitary Sewer Phase 63 TV Inspection;
14. Review and approve Pay Application No. 1 for Sanitary Sewer Phase 64 Manhole Rehabilitation;
15. Review and approve Change Order No. 1 for Sanitary Sewer Phase 64 Manhole Rehabilitation;
16. Authorization to advertise for construction bids for Lift Station 25 Rehabilitation;
17. Authorization to advertise for construction bids for Lift Station 26 Rehabilitation;

18. Authorization to advertise for bids for the Sludge Hauling and Disposal Services for the Robert T. Savelly Wastewater Reclamation Facility;
19. Review and act upon the Engineer's Report and any matters pertaining to construction contracts;
20. Consider and act upon approval of the Capital Projects Disbursements;
21. Receive and act upon Attorney's Report;
22. Consider and act upon the Investment Summary ending November 30, 2014;
23. Receive General Manager's Report;
24. 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.

Curtis Rodgers
Director of Utilities
Clear Lake City Water Authority

(SEAL)



CLEAR LAKE CITY WATER AUTHORITY
Board of Directors'
Regular Meeting Minutes
January 8, 2015

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 7:00 p.m. on January 8, 2015. Roll was called of the members:

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

All were present except Mr. Savely. Mr. Gordon Johnson was appointed acting secretary.

Also present were:

Mr. James Byrd, General Manager
Mr. Curtis Rodgers, Director of Utilities;
Mr. Bill Rosenbaum, Engineer;
Mr. William Schweinle, Attorney;
Ms. Jennifer Morrow, Recording Secretary;
Ms. Alice Cumming, Tax Collector
Ms. Mary Ann Schatz, Capital Projects Bookkeeper.

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

1. Minutes of 12/02/14
Special Meeting
Approved Reading of the minutes of the December 2, 2014 Special Meeting was waived due to all Directors having received copies prior to the meeting.

Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve the minutes for the December 2, 2014 Special Meeting.
2. Minutes of 12/11/14
Special Meeting
Approved Reading of the minutes of the December 11, 2014 Regular Meeting was waived due to all Directors having received copies prior to the meeting.

Thereupon, by motion duly made by Director Morrow and seconded by Director Branch, the Board voted unanimously to approve the minutes for the December 11, 2014 Regular Meeting.
3. Minutes of 12/2/14
Special Meeting
Approved Reading of the minutes of the December 24, 2014 Special Meeting was waived due to all Directors having received copies prior to the meeting.

Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve the minutes for the December 24, 2014 Special Meeting.
4. Comments from the
Floor There were no comments.

5. Clear Lake Islamic Center Parking Lot Approved

The Clear Lake Islamic Center requested approval for a proposed parking lot addition. (A copy of which is on file in the official records of the District and identified as Exhibit B.)

Thereupon, by motion duly made by Director Johnson and seconded by Director Morrow, the Board voted unanimously to approve the request for a parking lot addition.

6. Mayor of Taylor Lake Village Jon Keeney

Mayor Jon Keeney of Taylor Lake Village addressed the Board regarding annexation of the South Taylor Lake Village Water Supply Corporation. He stated the two major barriers are providing drawings to CLCWA and putting in a pump, and estimates the cost to be about \$6,000. Mayor Keeney proposed turning over their approximately \$30,000 in funds in exchange for CLCWA to have the drawings created, install the pump, pay attorney fees, and annex STLWSC. General Manager James Byrd said the drawings were a previous issue since new lines were installed, no new drawings were created, and nothing was inspected. Mayor Keeney said the lines were installed to meet state requirements and their engineer is willing to certify that. Greg Brannon, Treasurer of STLWSC, stated he has rough survey drawings and pictures of the installation. Director Morrow said current, accurate surveys and easements need to be defined. Greg Brannon is gathering existing documents and maps. Mayor Keeney offered a work room at WCID #50 and coordinating the first meeting with all parties involved.

7. Municipal Setting Designation for 900-910 Gemini Deferred

This item was deferred.

8. Tax Collector Report Received

Ms. Cumming presented a report of taxes collected and taxes outstanding as of December 31, 2014 for the Board's review. (A copy of which is on file in the official records of the District and identified as Exhibit C.)

9. Operating Disbursements Report Approved

The Operating Disbursements Report ending December 31, 2014 was presented for the Board's approval. (A copy of which is on file in the official records of the District and identified as Exhibit D.)

Thereupon, by motion duly made by Director Branch and seconded by Director Morrow, the Board voted unanimously to approve the Operating Disbursements Report ending December 31, 2014.

10. Pay Application No. 15 for Water Meter Replacement Program Approved

Mr. Rosenbaum presented Pay Application No. 15 for Water Meter Replacement Program for the Board's review and approval. (A copy of which is on file in the official records of the District and identified as Exhibit E.)

Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 15 for National Metering Service, Inc. for \$587,530.35.

11. Authorize Advertising for Construction Bids for Water System Phase 7 Rehabilitation Approved

Mr. Rosenbaum requested Board approval to authorize the solicitation of construction bids for Water System Phase 7 Rehabilitation. This project is included in Bond Issue #35.

Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve advertising for construction bids for Water System Phase 7 Rehabilitation.

12. Pay Application No. 2 for Sanitary Sewer Phase 61 Rehabilitation Approved
Mr. Rosenbaum presented Pay Application No. 2 for Sanitary Sewer Phase 61 Rehabilitation for the Board's review and approval. (A copy of which is on file in the official records of the District and identified as Exhibit F.)
Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 2 for PM Construction & Rehab, LLC, for \$176,015.57.
13. Pay Application No. 1 for Sanitary Sewer Phase 63 TV Inspection Approved
Mr. Rosenbaum presented Pay Application No. 1 for Sanitary Sewer Phase 63 TV Inspection for the Board's review and approval. (A copy of which is on file in the official records of the District and identified as Exhibit G.)
Thereupon, by motion duly made by Director Morrow and seconded by Director Branch, the Board voted unanimously to approve Pay Application No. 1 for Sewer Services of Texas, Inc., for \$39,067.29.
14. Pay Application No. 1 for Sanitary Sewer Phase 64 Manhole Rehabilitation Approved
Mr. Rosenbaum presented Pay Application No. 1 for Sanitary Sewer Phase 64 Manhole Rehabilitation for the Board's review and approval. (A copy of which is on file in the official records of the District and identified as Exhibit H.)
Thereupon, by motion duly made by Director Johnson and seconded by Director Morrow, the Board voted unanimously to approve Pay Application No. 1 for Standard Cement Materials, for \$7,021.13.
15. Change Order No. 1 for Sanitary Sewer Phase 64 Manhole Rehabilitation Approved
Mr. Rosenbaum presented Change Order No. 1 for Sanitary Sewer Phase 64 Manhole Rehabilitation for the Board's review and approval. (A copy of which is on file in the official records of the District and identified as Exhibit I.)
Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve Change Order No. 1 for Standard Cement Materials, for \$4,972.50 and 6 additional calendar days.
16. Authorize Advertising for Construction Bids for Lift Station 25 Rehabilitation Approved
Mr. Rosenbaum requested Board approval to authorize the solicitation of construction bids for Lift Station 25 Rehabilitation. This project is included in Bond Issue #35.
Thereupon, by motion duly made by Director Morrow and seconded by Director Branch, the Board voted unanimously to approve advertising for construction bids for Lift Station 25 Rehabilitation.
17. Authorize Advertising for Construction Bids for Lift Station 26 Rehabilitation Approved
Mr. Rosenbaum requested Board approval to authorize the solicitation of construction bids for Lift Station 26 Rehabilitation. This project is included in Bond Issue #35.
Thereupon, by motion duly made by Director Branch and seconded by Director Johnson, the Board voted unanimously to approve advertising for construction bids for Lift Station 26 Rehabilitation.
18. Authorize Advertising for Bids for Sludge Hauling and Disposal Services for the WWTP
Mr. Rosenbaum requested Board approval to authorize the solicitation of bids for the Sludge Hauling and Disposal Services for the Robert T. Savely Wastewater Reclamation Facility.
Thereupon, by motion duly made by Director Morrow and seconded by Director Branch, the Board voted unanimously to approve advertising for bids for Sludge Hauling and Disposal Services.
19. Engineer's Report
Mr. Rosenbaum presented a written status of projects for the Board's review and discussion. (A copy of which is on file in the official records of the District and identified as Exhibit J.) Mr. Rosenbaum said the proposed Interlocal Agreement with

HCFCF has been sent and the Director's will be receiving a copy for review and comment.

20. Capital Projects Disbursements Approved

The Capital Projects Disbursements Report was presented for the Board's approval. (A copy of which is on file in the official records of the District and identified as Exhibit K.)

Thereupon, by motion duly made by Director Morrow and seconded by Director Branch, the Board voted unanimously to approve the Capital Projects Report in the amount of \$933,980.63.

21. Attorney's Report

During Comments from the Floor, Director Morrow questioned the status of the Texas Workforce Commission claim from Evertier Barron. Mr. Schweinie reported that CLCWA is now being named as the last employer and the appeal process is underway.

22. Investment Summary Approved

The Investment Summary ending November 30, 2014 was presented for the Board's approval. (A copy of which is on file in the official records of the District and identified as Exhibit L.)

Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve the Investment Summary ending November 30, 2014.

23. General Manager's Report

Mr. Byrd reported that the financial advisors Jan Bartholomew and Stephen Eustis have left RBC and moved to Robert W. Baird & Co. The Board would like a proposal at the next meeting from Baird.

The audit is recommended to be approved by 2/12/2015. Mr. Byrd requested a special meeting for the audit approval before 2/12/2015.

An accident with the fish pond occurred on 1/7/2015 that involved an elderly resident. Mr. Byrd reported it has been filed with CLCWA's insurance carrier, TML.

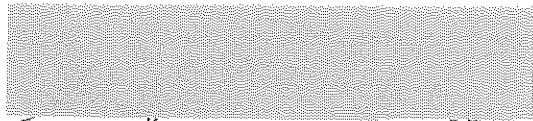
Mr. Byrd updated the Board about the contract has been signed with First Billing to receive credit card payments.

24. Old and New Business

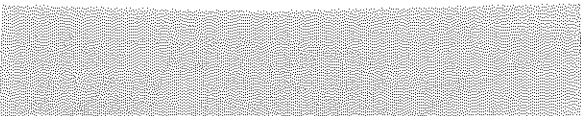
Director Johnson reported that several fences along the Clear Lake Detention Facility are encroaching by several feet onto the CLCWA's property. The Board agreed to put together a letter to send out to notify them.

25. Meeting Adjourned

President Yoder declared the regular meeting adjourned at 8:34 p.m.

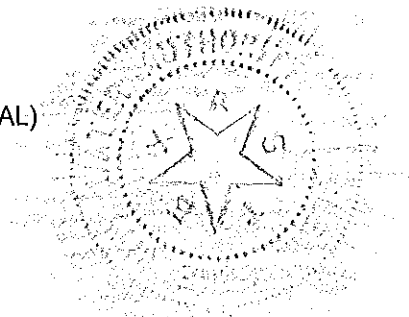


President, Board of Directors
CLEAR LAKE CITY WATER AUTHORITY



Secretary, Board of Directors
CLEAR LAKE CITY WATER AUTHORITY

(SEAL)



DATE APPROVED: February 12, 2015