

## CLEAR LAKE CITY WATER AUTHORITY

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

July 16, 2013

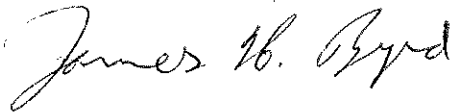
To: All Persons Interested in the Meeting of the Clear Lake City Water Authority Board of Directors:

Notice of an AMENDED agenda is hereby given that the Board of the Clear Lake City Water Authority will convene in Regular Session open to the public at 900 Bay Area Boulevard within such Authority at 7:00 p.m. on July 18, 2013 for the following purposes:

1. Approve or correct minutes of the June 13, 2013 Regular Meeting;
2. Approve or correct minutes of the June 17, 2013 Special Meeting;
3. Comments from the floor (5 minute limitation);
4. Discuss and act upon a gated community in a section of the El Dorado tract (Fidelis);
5. Review and discuss policy for consultant fee structure;
6. Receive Tax Assessor/Collector Report ending June 30, 2013;
7. Consider and act upon Financial Report ending May 31, 2013;
8. Consider and act upon the Operating Disbursement's Report ending June 30, 2013;
9. Review and approve Pay Application No. 2 for Water System Phase 3 Rehabilitation;
10. Review and approve Pay Application No. 1 for Water System Phase 4 Rehabilitation;
11. Review and approve Pay Application No.6 & Final for Water Plant No. 4 Interior and Exterior Recoating and Site Improvements;
12. Review and approve Pay Application No. 5 for Sanitary Sewer Phase 54 Manhole Rehabilitation;
13. Review and approve Pay Application No. 1 for Sanitary Sewer Phase 55 Rehabilitation;
14. Review and approve Pay Application No. 4 for Sanitary Sewer Phase 56 TV Inspections;
15. Review and approve Pay Application No. 4 for Lift Station No. 1 Rehabilitation;
16. Authorize the advertising for construction bids for Lift Station No. 4 Rehabilitation;
17. Review the bids and award the construction contract for Lift Station No. 27 Rehabilitation;

18. Review and approve Pay Application No. 4 for Storm Sewer Phase 23 Rehabilitation;
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 May 31, 2013;
23. Review the bids and award the construction contract for Water System Phase 2 Rehabilitation;
24. Receive General Manager's Report;
25. 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  
July 18, 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 7:00 p.m. on July 18, 2013. Roll was called of the members:

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

Also present were:

James Byrd, General Manager;  
Curtis Rodgers, Director of Utilities;  
Bill Rosenbaum, Engineer;  
William Schweinle, Attorney.

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

1. Minutes of 06/13/13  
Regular Meeting  
Approved  

Reading of the minutes of the June 13, 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 G. Johnson, the Board voted unanimously to approve the minutes for the June 13, 2013 meeting.
2. Minutes of 6/17/13  
Special Meeting  
Approved  

Reading of the minutes of the June 17, 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 G. Johnson, the Board voted unanimously to approve the minutes for the June 17, 2013 meeting.
3. Comments from the  
Floor  

Ms. Jan Kish, a realtor in the Clear Lake area, suggested CLCWA should offer PayPal for residents to pay deposits as another option. Mr. Byrd informed Ms. Kish the staff is reviewing three credit card companies.

Mr. Tony Peszko, a resident of Oakbrook, had questions about development of the former golf course, which were answered by members of the Board.

Mr. Frank Weary addressed the Board and had handouts for recommendations, a timeline, and the proposed Bylaws for the Board to review. Name suggestions for the "Friends of" Committee were discussed and the committee structure was explained. A Land Trust Agent needs to be finalized. The directors thanked everyone for their persistent, hard work on this endeavor.

4. Gated Community of the El Dorado Tract (Fidelis)  
Approved

Mr. Colin Pier with Trendmaker Homes addressed the Board regarding a gated community section with patio home of the El Dorado tract (Fidelis). The streets have been designed to be built to public street standards with regular utility easements. CCISD said they do not need a school so the layout design has changed to now include two proposed sections of patio homes. Mr. Pier stated that various access options will be provided for CLCWA. Detention requirements are being met and the developer is proposing dry pond sites. CLCWA's position would be an operating district, with a proposed WCID formed for this development.

By motion duly made by Director Savely and seconded by Director G. Johnson, the Board voted unanimously to approve the establishment of a gated community in Section One.
  
5. Proposed Policy for Consultant Fee Structure

The Board of Directors held a discussion regarding a proposed policy for a consultant review fee structure. There will be no charge for the first and second reviews. If a third or additional reviews are required there will be a charge for fees incurred. Per the Board of Directors, a policy is needed to explain and enforce such charges. (Copy attached hereto as part of these minutes and identified as Exhibit B.)
  
6. Tax Collector Report Received

Ms. Cumming presented a report of taxes collected and taxes outstanding as of June 30, 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 May 31, 2013 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 May 31, 2013.
  
8. Operating Disbursements Report Approved

The Operating Disbursements Report ending June 30, 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 Branch and seconded by Director G. Johnson, the Board voted unanimously to approve the Operating Disbursements Report ending June 30, 2013.
  
9. Pay Application No. 2 for Water System Phase 3 Rehabilitation Approved

Mr. Rosenbaum presented Pay Application No. 2 for Water System Phase 3 Rehabilitation 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 Pay Application No. 2 for Metro City Construction, LP for \$33,458.40.
  
10. Pay Application No. 1 for Water System Phase 4 Rehabilitation Approved

Mr. Rosenbaum presented Pay Application No. 1 for Water System Phase 4 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 Savely and seconded by Director Branch, the Board voted unanimously to approve Pay Application No. 1 for Alcott, Inc. dba TCH for \$115,146.00.

11. Pay Application No. 6 & Final for Water Plant No. 4 Interior and Exterior Recoating and Site Improvements  
Approved

Mr. Rosenbaum presented Pay Application No. 6 & Final 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 Savely and seconded by Director G. Johnson, the Board voted unanimously to approve Pay Application No. 6 & Final for Blastco Texas, Inc. for \$80,960.00.
12. Pay Application No. 5 for Sanitary Sewer Phase 54 Manhole Rehabilitation  
Approved

Mr. Rosenbaum presented Pay Application No. 5 for Sanitary Sewer Phase 54 Manhole Rehabilitation 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 Branch, the Board voted unanimously to approve Pay Application No. 5 for PM CDC Unlimited, LLC for \$15,884.00.
13. Pay Application No. 1 for Sanitary Sewer Phase 55 Rehabilitation  
Approved

Mr. Rosenbaum presented Pay Application No. 1 for Sanitary Sewer Phase 55 Rehabilitation the Board's approval. (Copy attached hereto as part of these minutes and identified as Exhibit J.)

Thereupon, by motion duly made by Director Savely and seconded by Director G. Johnson, the Board voted unanimously to approve Pay Application No. 1 for PM Construction & Rehab, LLC for \$107,940.19.
14. Pay Application No. 4 for Sanitary Sewer Phase 56 TV Inspections  
Approved

Mr. Rosenbaum presented Pay Application No. 4 for Sanitary sewer Phase 56 TV Inspections 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 Branch and seconded by Director V. Johnson, the Board voted unanimously to approve Pay Application No. 4 for National Works Inc. for \$9,613.93. Liquidated damages assessed were for 18 days at \$200.00 per day.
15. Pay Application No. 4 for Lift Station No. 1 Rehabilitation  
Approved

Mr. Rosenbaum presented Pay Application No. 4 for Lift Station No. 1 Rehabilitation 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 Branch and seconded by Director Savely, the Board voted unanimously to approve Pay Application No. 4 for Project Management Group, LLC for \$10,910.07.
16. Authorize Advertising for Construction Bids for Lift Station No. 4 Rehabilitation  
Approved

Mr. Rosenbaum requested Board approval to authorize advertising for construction bids for Lift Station No. 4 Rehabilitation to be funded through Bond Issue #31.

Thereupon, by motion duly made by Director Savely and seconded by Director G. Johnson, the Board voted unanimously to approve advertising construction bids for Lift Station No. 4 Rehabilitation.
17. Award Construction Contract for Lift Station No. 27 Rehabilitation  
Approved

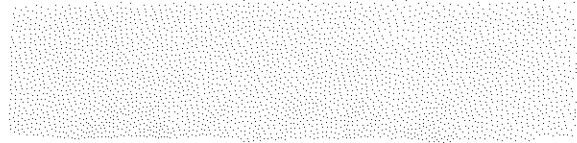
Mr. Rosenbaum presented bids received for Lift Station No. 27 Rehabilitation for the Board's review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit M.)

Thereupon, by motion duly made by Director Branch and seconded by Director Savely, the Board voted unanimously to approve awarding the contract to the low bidder pursuant to the Engineer's recommendation, TarTob Commercial Services, LLC with a bid of \$79,740.25 and 120 calendar days. The source of the funds is Bond Issue #33.

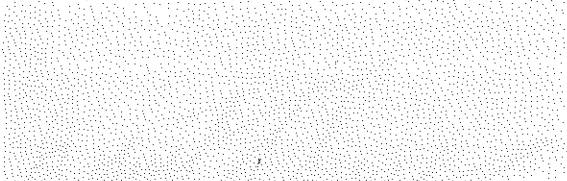
18. Pay Application No. 4 for Storm Sewer Phase 23 Rehabilitation  
Approved
- Mr. Rosenbaum presented Pay Application No. 4 for Storm Sewer Phase 23 Rehabilitation for the Board's review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit N.)
- Thereupon, by motion duly made by Director Savely and seconded by Director G. Johnson, the Board voted unanimously to approve Pay Application No.4 for R. L. Utilities, Inc. for \$10,935.00.
19. 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.) A meeting set up for August 15, 2013 with HCFCD to have James Vick present the Stormwater Facility Master Plan.
20. 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 \$507,871.73.
21. Attorney's Report
- Mr. Schweinle reported he has not heard back from Kaneka. Julianne Kugle would like to set two special meetings for an upcoming bond issue sale. Meetings were set for July 25, 2013 at 12:30 pm and August 13, 2013 at 12:15 pm.
22. Investment Summary  
Approved
- The Investment Summary ending May 31, 2013 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 Branch and seconded by Director Savely, the Board voted unanimously to approve the Investment Summary ending May 31, 2013.
23. Award Construction Contract for Water System Phase 2 Rehabilitation  
Approved
- Mr. Rosenbaum presented bids received for Water System Phase 2 Rehabilitation for the Board's review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit R.)
- Thereupon, by motion duly made by Director Branch and seconded by Director Savely, the Board voted unanimously to approve awarding the contract to the low bidder pursuant to the Engineer's recommendation, Reliance Construction Services, L.P. with a bid of \$246,661.32 and 90 calendar days.
24. General Manager's Report
- Mr. Byrd reported the Automatic Meter Reading program is underway and all data collectors, servers, software, and 20 test meters have been installed.
- Mr. Rodgers and Mr. Byrd visited with personnel from the City of Seabrook's wastewater treatment plant to learn about their post Hurricane Ike operations. Mr. Rodgers reported the plant was running again three days after Hurricane Ike. One digester was inundated, but the second one with higher walls was functional. A generator was on site Saturday, clean up was on Sunday, and the plant was running on Monday. The clarifiers were not overrun. All electrical infrastructure within the plant was replaced and other structures were built up.
- Mr. Byrd reported that Seabrook and Webster are still interested in dirt.
25. Old and New Business
- None.

26. Meeting Adjourned

President Yoder declared the regular meeting adjourned at 9:08 p.m.



President, Board of Directors/  
CLEAR LAKE CITY WATER AUTHORITY



Secretary, Board of Directors/  
CLEAR LAKE CITY WATER AUTHORITY

(SEAL)

DATE APPROVED: August 8, 2013