

CLEAR LAKE CITY WATER AUTHORITY

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

June 8, 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 June 11, 2015 for the following purposes:

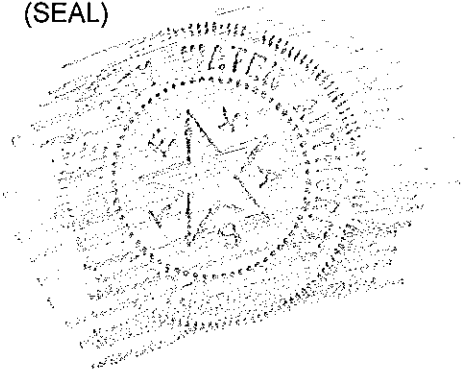
1. Approve or correct minutes of the May 14, 2015 Regular Meeting;
2. Approve or correct minutes of the May 18, 2015 Special Meeting;
3. Comments from the floor (5 minute limitation);
4. Consider and act upon the Harris County Flood Control District Interlocal Agreement;
5. Consider and act upon approving the engagement letter for an employment attorney;
6. Consider and act upon approving the annual Consumer Confidence Report (CCR);
7. Consider and act upon approving authorizing a credit card for staff to use for CLCWA expenses;
8. Receive Tax Assessor/Collector Report ending May 31, 2015;
9. Consider and act upon Financial Report ending February 28, 2015;
10. Consider and act upon Financial Report ending March 31, 2015;
11. Consider and act upon the Operating Disbursement's Report ending May 31, 2015;
12. Review and approve Pay Application No. 20 for Water Meter Replacement Program;
13. Review and approve Pay Application No. 1 for Water System Phase 7 Rehabilitation;
14. Review and approve Pay Application No. 4 & Final for the Recoating of Elevated Storage Tank No. 5;
15. Review bids and award contract for Brookgreen Drive Sanitary Sewer Replacement;
16. Authorization to advertise for construction bids for Sanitary Sewer Phase 62 Rehabilitation;
17. Review and approve Pay Application No. 1 for Lift Station 17 Rehabilitation;

18. Review and approve Pay Application No. 1 for Lift Station 25 Rehabilitation;
19. Review and approve Pay Application No. 2 for Lift Station 26 Rehabilitation;
20. Review and approve Pay Application No. 4 for Storm Sewer Phase 27 Rehabilitation;
21. Review and approve Pay Application No. 1 for Storm Sewer Phase 30 Manhole Rehabilitation;
22. Review and act upon the Engineer's Report and any matters pertaining to construction contracts;
23. Consider and act upon approval of the Capital Projects Disbursements;
24. Receive and act upon Attorney's Report;
25. Consider and act upon the Investment Summary ending April 30, 2015;
26. Receive General Manager's Report;
27. 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.

Jennifer Morrow
General Manager
Clear Lake City Water Authority

(SEAL)



CLEAR LAKE CITY WATER AUTHORITY
Board of Directors'
Regular Meeting Minutes
June 11, 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 June 11, 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.

Also present were:

Ms. Jennifer Morrow, General Manager
Mr. Curtis Rodgers, Director of Utilities;
Mr. Bill Rosenbaum, Engineer;
Mr. Bill Schweinle, Attorney;
Ms. Nikki Weidig, Recording Secretary;
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 5/14/15
Regular Meeting
Approved

Reading of the minutes of the May 14, 2015 Regular Meeting was waived due to all Directors having received copies prior to the meeting.

Thereupon, by motion duly made by Director Savely and seconded by Director Johnson, the Board voted unanimously to approve the minutes for the May 14, 2015 Regular Meeting.

2. Minutes of 5/18/15
Special Meeting
Approved

Reading of the minutes of the May 18, 2015 Special 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 Johnson, the Board voted unanimously to approve the minutes for the May 18, 2015 Special Meeting.

3. Comments from the
Floor

No comments.

4. Harris County Flood
Control District
Interlocal Agreement
Deferred

This item was Deferred.

5. Engagement Letter For Employment Attorney Approved

An engagement letter to hire Chris A. Scherer as an employment attorney was presented for the Board's discussion and approval. (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 Savely and seconded by Director Johnson, the Board voted unanimously to approve the engagement letter from Chris A Scherer.
6. Consumer Confidence Report (CCR) Approved

The annual Consumer Confidence Report (CCR) for 2014 was presented to the Board for review and approval. (A copy of which is on file in the official records of the District and identified as Exhibit C.)

Thereupon, by motion duly made by Director Morrow and seconded by Director Branch, the Board voted unanimously to approve the 2014 Consumer Confidence Report.
7. Authorization For A Credit Card For Staff Approved

A request was made for authorization to obtain a credit card for staff to use for CLCWA expenses. (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 Johnson, the Board voted unanimously to approve a credit card for staff use for CLCWA expenses.
8. Tax Collector Report

A report of taxes collected and taxes outstanding as of May 31, 2015 was given for the Board's review. (A copy of which is on file in the official records of the District and identified as Exhibit E.)
9. Financial Report Approved

The Financial Report ending February 28, 2015 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 F.)

Thereupon, by motion duly made by Director Morrow and seconded by Director Savely, the Board voted unanimously to approve the Financial Report ending February 28, 2015.
10. Financial Report Approved

The Financial Report ending March 31, 2015 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 G.)

Thereupon, by motion duly made by Director Branch and seconded by Director Johnson, the Board voted unanimously to approve the Financial Report ending March 31, 2015.
11. Operating Disbursements Report Approved

The Operating Disbursements Report ending May 31, 2015 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 H.)

Thereupon, by motion duly made by Director Branch and seconded by Director Johnson, the Board voted unanimously to approve the Operating Disbursements Report ending May 31, 2015.
12. Pay Application No. 20 for Water Meter Replacement Program Approved

Mr. Rosenbaum presented Pay Application No. 20 for the 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 I.)

Thereupon, by motion duly made by Director Savely and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 20 for National Metering Service, Inc. for \$413,139.60.

- 13. Pay Application No. 1 For Water System Phase 7 Rehabilitation Approved

Mr. Rosenbaum presented Pay Application No. 1 for the Water System Phase 7 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 J.)

Thereupon, by motion duly made by Director Savely and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 1 for Water System Phase 7 Rehabilitation for Alcott, Inc. dba TCH for \$164,626.20.

- 14. Pay Application No. 4 & Final For Recoating of Elevated Storage Tank No. 5 Approved

Mr. Rosenbaum presented Pay Application No. 4 & Final for the Recoating of Elevated Storage Tank No. 5 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 K.)

Thereupon, by motion duly made by Director Savely and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 4 for the Recoating of Elevated Storage Tank No. 5 for M.K. Painting, Inc. for \$30,685.00.

- 15. Review Bids For Brookgreen Drive Sanitary Sewer Replacement Rejected

Mr. Rosenbaum presented bids for the Brookgreen Drive Sanitary Sewer Replacement Project for the Board's review and discussion to consider options, accept or reject the bids. (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 Savely and seconded by Director Johnson, the Board voted unanimously to reject all bids.

- 16. Authorize Advertising for Bids for Sanitary Sewer Phase 62 Rehabilitation Approved

Mr. Rosenbaum requested Board approval to authorize the solicitation of bids for Sanitary Sewer Phase 62 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 bids for Sanitary Sewer Phase 62 Rehabilitation.

- 17. Pay Application No. 1 for Lift Station 17 Rehabilitation Approved

Mr. Rosenbaum presented Pay Application No. 1 for Lift Station 17 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 M.)

Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 1 for CDC Unlimited, for \$50,072.40.

- 18. Pay Application No. 1 for Lift Station 25 Rehabilitation Approved

Mr. Rosenbaum presented Pay Application No. 1 for Lift Station 25 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 N.)

Thereupon, by motion duly made by Director Savely and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 1 for CDC Unlimited, for \$53,721.00.

- 19. Pay Application No. 2 for Lift Station 26 Rehabilitation Approved

Mr. Rosenbaum presented Pay Application No. 2 for Lift Station 26 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 O.)

Thereupon, by motion duly made by Director Savely and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 2 for McDonald Municipal and Industrial, for \$27,909.36.

20. Pay Application No. 4
for Storm Sewer Phase
27 Rehabilitation
Approved

Mr. Rosenbaum presented Pay Application No. 4 for Storm Sewer Phase 27 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 P.)

Thereupon, by motion duly made by Director Savely and seconded by Director Branch, the Board voted unanimously to approve Pay Application No. 4 for R.L. Utilities, Inc. for \$19,228.50.

21. Pay Application No. 1
for Storm Sewer Phase
30 Manhole
Rehabilitation
Approved

Mr. Rosenbaum presented Pay Application No. 1 for Storm Sewer Phase 30 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 Q.)

Thereupon, by motion duly made by Director Savely and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 1 for Standard Cement Materials, Inc. for \$5,121.00.

22. Engineer's Report
Approved

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 R.) Mr. Rosenbaum presented bids for Water System Phase 10 Rehabilitation for the Board's review and discussion to consider options, accept or reject the bids. This project is included in Bond Issue #35. (A copy of which is on file in the official records of the District and identified as Exhibit S.)

Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve awarding the contract to low bidder, CDC Unlimited, with a bid of \$74,875.00 and 45 calendar days, subject to ratification at the next Regular Board meeting,

23. 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 T.)

Thereupon, by motion duly made by Director Branch and seconded by Director Johnson, the Board voted unanimously to approve the Capital Projects Report in the amount of \$627,627.42.

24. Attorney's Report

Mr. Schweinle requested executive session to discuss the TCEQ Permit issue and the Allied Foundation matter.

Mr. Schweinle reported the Interlocal Agreement was sent to the County Attorney and we should receive two signed originals.

25. Investment Summary
Approved

The Investment Summary ending April 30, 2015 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 U.)

Thereupon, by motion duly made by Director Savely and seconded by Director Johnson, the Board voted unanimously to approve the Investment Summary ending April 30, 2015.

26. General Manager's
Report

Ms. Morrow reported that six new employees have been hired including two Accountants and a Wastewater Superintendent. The TV truck will require three employees to staff it, and the truck should be here within 4-6 weeks.

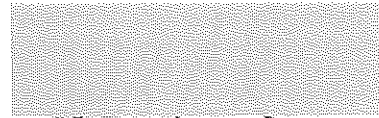
Ms. Morrow reported that a new credit card option for bill payments should be in place soon.

Ms. Morrow discussed the repair of Houston's 42" water line on Hwy 3 and that it should not affect the Water Authority area. There is no estimate yet on the cost.

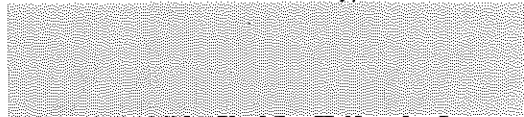
Ms. Morrow reported there was an aggressive bee issue on Exploration Green and our employees have exterminated them multiple times. If the issue persists, an exterminator will be called to handle the situation.

27. Old and New Business None.

28. Meeting Adjourned President Yoder declared the regular meeting adjourned at 7:32 p.m.



President, Board of Directors
CLEAR LAKE CITY WATER AUTHORITY



Secretary, Board of Directors
CLEAR LAKE CITY WATER AUTHORITY

(SEAL)

DATE APPROVED: 7/9/15

