



## CLEAR LAKE CITY WATER AUTHORITY

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

June 5, 2017

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 (The "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 8, 2017 for the following purposes:

1. Approve or correct minutes of the May 11, 2017 Regular Meeting;
2. Comments from the floor (5 minute limitation);
3. Consider and act upon water, sewer and drainage service to Lone Star Delivery & Process located at 11740 Space Center Blvd.;
4. Consider and act upon water, sewer and drainage service to Chase Bank at 3451 Clear Lake City Blvd.;
5. Consider and act upon request from South Taylor Lake Village Water Supply Corporation to be annexed;
6. Receive Tax Assessor/Collector Report ending May 31, 2017;
7. Consider and act upon Financial Report ending April 30, 2017;
8. Consider and act upon the Operating Disbursement's Report ending May 31, 2017;
9. Discuss and act upon Amended and Restated Water Tower Lease Agreement and consider taking action;
10. Consider and act upon approving an Emergency Resolution for a 24" Water Line located on Space Center Blvd.;
11. Review and approve Pay Application No. 2 for the Elevated Storage Tank 1 Recoating;
12. Review and approve Pay Application No. 7 for Sanitary Sewer Phase 66 Manhole Rehabilitation;
13. Review and approve Pay Application No. 3 for Sanitary Sewer Phase 67 Rehabilitation;
14. Review and approve Change Order No. 1 for Sanitary Sewer Phase 70 Rehabilitation;

15. Review bids and award the construction contract for Lift Station No. 4 Concrete Fence;
16. Review and approve Pay Application No. 2 for Exploration Green Detention Ponds Phase 1C;
17. Review and approve Pay Application No. 1 for Storm Sewer Phase 40 Rehabilitation;
18. Review and act if necessary upon the Engineer's Report and any matters pertaining to construction contracts;
19. Consider and act upon approval of the Capital Projects Disbursements;
20. Receive and act if necessary upon Attorney's Report;
21. Consider and act upon the Investment Summary ending April 30, 2017;
22. Receive General Manager's Report;
23. 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 8, 2017

- Regular Meeting                    The Board of Directors of the Clear Lake City Water Authority (the "Authority") convened in regular session open to the public at the regular meeting place in its office at 7:01 p.m. on June 8, 2017. 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 except Mr. Savely.
- Also present were:
- Ms. Jennifer Morrow, General Manager  
Mr. Samuel Johnson, Attorney;  
Mr. Bill Rosenbaum, Engineer;  
Ms. Amy Suttle, Customer Service Supervisor;  
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 Authority and identified as Exhibit A.)
1. Minutes of 5/11/2017            Reading of the minutes of the May 11, 2017 Regular Meeting was waived due to all  
Regular Meeting                    Directors having received copies prior to the meeting.  
Approved                                Thereupon, by motion duly made by Director Graf and seconded by Director Johnson, the Board voted unanimously to approve the minutes of the May 11, 2017 Regular Meeting.
2. Comments from the            There were no comments.  
Floor
3. Water, Sewer and                A request for water, sewer and drainage service to Lone Star Delivery & Process, located at 11740 Space Center Blvd., 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).  
Drainage Service to                Approved                                Thereupon, by motion duly made by Director Morrow and seconded by Director Graf, the Board voted unanimously to approve the request for water, sewer and drainage service to Lone Star Delivery & Process.
4. Water, Sewer and                A request for water, sewer and drainage service to Chase Bank located at 3451 Clear  
Drainage Service to                Chase Bank                            Lake City Blvd., 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 C).  
Approved                                Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve the request for water, sewer and drainage service to Chase Bank.

5. South Taylor Lake Village Water Supply Corporation Request for Annexation  
Deferred

A request was received from the South Taylor Lake Village Water Supply Corporation ("STLVWSC") to be annexed into the Clear Lake City Water Authority (the "Authority"). (A copy of which is on file in the official records of the Authority and identified as Exhibit D.) Mr. John Ellor spoke on behalf of the STLVWSC and gave information as to the development, maintenance and operation of the STLVWSC and possible future expansion of the area. The Committee, consultants and staff have not had adequate time to review and discuss the information given by Mr. Ellor regarding the annexation.

Thereupon, by motion duly made by Director Johnson and seconded by Director Morrow, the Board voted unanimously to defer the annexation request to the July Board meeting.
6. Tax Collector's Report

The Tax Collector's Report ending May 31, 2017 was presented for the Board's review. (A copy of which is on file in the official records of the Authority and identified as Exhibit E.)
7. Financial Report Ending 4/30/17  
Approved

The Financial Report ending April 30, 2017 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 F.)

Thereupon, by motion duly made by Director Johnson and seconded by Director Morrow, the Board voted unanimously to approve the Financial Report ending April 30, 2017.
8. Operating Disbursements Report  
Approved

The Operating Disbursements Report for the period ending May 31, 2017 was presented for the Board's review and approval. (A copy of which is on file in the official records of the Authority and identified as Exhibit G.)

Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve the Operating Disbursements Report for the period ending May 31, 2017.
9. Amended and Restated Water Tower Lease Agreement with Verizon

A Draft Amended and Restated Water Tower Lease Agreement with Verizon was given 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 H.) Mr. Samuel Johnson discussed the terms of the current contract and revisions for the new contract.

Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to authorize the attorney to move forward with negotiations with Verizon's attorney.
10. Emergency Resolution for a 24" Water Line Located on Space Center Blvd.

An Emergency Resolution for a 24" Water Line located on Space Center Blvd. was given 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 I.)

Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve the Emergency Resolution for the 24" Water Line and authorize the General Manager to select the contractor on behalf of the Board.
11. Pay Application No. 2 for Elevated Storage Tank 1 Recoating  
Approved

Pay Application No. 2 for Elevated Storage Tank 1 Recoating was presented for the Board's review and approval. (A copy of which is on file in the official records of the Authority and identified as Exhibit J.)

Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 2 for Elevated Storage Tank 1 Recoating for CFG Industries, LLC for \$60,300.00.

12. Pay Application No. 7 for Sanitary Sewer Phase 66 Manhole Rehabilitation  
Approved
- Pay Application No. 7 for Sanitary Sewer Phase 66 Manhole Rehabilitation was presented for the Board's review and approval. (A copy of which is on file in the official records of the Authority and identified as Exhibit **K**.)
- Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 7 for Sanitary Sewer Phase 66 Manhole Rehabilitation for Standard Cement Materials, Inc. for \$9,713.70.
13. Pay Application No. 3 for Sanitary Sewer Phase 67 Rehabilitation  
Approved
- Pay Application No. 3 for Sanitary Sewer Phase 67 Rehabilitation was presented for the Board's review and approval. (A copy of which is on file in the official records of the Authority and identified as Exhibit **L**.)
- Thereupon, by motion duly made by Director Johnson and seconded by Director Morrow, the Board voted unanimously to approve Pay Application No. 3 for Sanitary Sewer Phase 67 Rehabilitation for North Houston Pole Line L.P. for \$58,025.88.
14. Change Order No. 1 Sanitary Sewer Phase 70 Rehabilitation  
Approved
- Change Order No. 1 for Sanitary Sewer Phase 70 Rehabilitation was presented for the Board's review and approval. (A copy of which is on file in the official records of the Authority and identified as Exhibit **M**.)
- Thereupon, by motion duly made by Director Savely and seconded by Director Graf, the Board voted unanimously to approve Change Order No. 1 for Sanitary Sewer Phase 70 Rehabilitation for T Construction, LLC for \$11,409.00.
15. Review Bids for Lift Station No. 4 Concrete Fence  
Approved
- Mr. Rosenbaum presented bids received for Lift Station No. 4 Concrete Fence for the Board's review and discussion to consider options, accept or reject bids. (A copy of which is on file in the official records of the Authority and identified as Exhibit **N**.)
- Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to accept the bid from Foster Fence, Inc. contingent upon receiving the financial and experience reports, and authorizing the General Manager to accept the bid from Foster Fence, Inc. or Fencconcrete America, Ltd.
16. Pay Application No. 2 for Exploration Green Detention Ponds Phase 1C  
Approved
- Pay Application No. 2 for Exploration Green Detention Ponds Phase 1C was presented for the Board's review and approval. (A copy of which is on file in the official records of the Authority and identified as Exhibit **O**.)
- Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 2 for Exploration Green Detention Ponds Phase 1C for LECON, Inc. for \$335,141.37.
17. Pay Application No. 1 for Storm Sewer Phase 40 Rehabilitation
- Pay Application No. 1 for Storm Sewer Phase 40 Rehabilitation was presented for the Board's review and approval. (A copy of which is on file in the official records of the Authority and identified as Exhibit **P**.)
- Thereupon, by motion duly made by Director Morrow and seconded by Director Graf, the Board voted unanimously to approve Pay Application No. 1 for CDC Unlimited, LLC for \$48,285.00.
18. Engineers Report
- A written status of projects was presented for the Board's review and discussion. (A copy of which is on file in the official records of the Authority and identified as Exhibit **Q**.)
19. Capital Projects Disbursement Report  
Approved
- The Capital Projects Disbursements Report was presented for the Board's review and approval. (A copy of which is on file in the official records of the Authority and identified as Exhibit **R**.)

Thereupon, by motion duly made by Director Morrow and seconded by Director Graf, the Board voted unanimously to approve the Capital Projects Report in the amount of \$635,549.05.

20. Attorney's Report                      Nothing to report.

21. Investment Summary                      The Investment Summary for the period ending April 30, 2017 was presented for the Board's review and approval. (A copy of which is on file in the official records of the Authority and identified as Exhibit S.)  
Approved

Thereupon, by motion duly made by Director Graf and seconded by Director Johnson, the Board voted unanimously to approve the Investment Summary for the period ending April 30, 2017.

22. General Manager's                      Ms. Morrow reported that bids were received for Beacon Road.  
Report

23. Old and New Business                      Nothing to discuss.

24. Meeting Adjourned                      President Branch declared the open meeting adjourned at 9:12 pm.



\_\_\_\_\_  
President, Board of Directors  
CLEAR LAKE CITY WATER AUTHORITY



\_\_\_\_\_  
Secretary, Board of Directors  
CLEAR LAKE CITY WATER AUTHORITY

(SEAL)



DATE APPROVED: 7-13-17