

CLEAR LAKE CITY WATER AUTHORITY

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

June 6, 2016

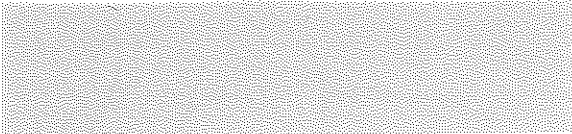
To: All Persons Interested in the Meeting of the Clear Lake City Water Authority Board of Directors:

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 9, 2016 for the following purposes:

1. Ratify item from the General Manager's report from the May 12, 2016 regular meeting to approve water, sewer and drainage service to Red Ball Oxygen at 4482 Genoa Red Bluff Rd;
2. Approve or correct minutes of the May 12, 2016 Regular Meeting;
3. Approve or correct minutes of the May 27, 2016 Special Meeting;
4. Comments from the floor (5 minute limitation);
5. Consider and act upon a tax payer's request to compromise on penalties and interest for a delinquent tax account;
6. Consider and act upon approval of water, sewer and drainage service to Sonic located at 2500 Bay Area Blvd;
7. Consider and act upon Earnest Money Contract for purchase of Elevated Storage Tank Site #6 from Trendmaker Homes, Inc.;
8. Consider and act upon future bond election;
9. Consider adoption of Order Adopting Engineering Report;
10. Consider adoption of Order Calling Bond Election (November 8, 2016);
11. Appoint agent for election matters;
12. Consider and act upon approving the annual Consumer Confidence Report (CCR);
13. Receive Tax Assessor/Collector Report ending May 31, 2016;
14. Consider and act upon Financial Report ending April 30, 2016;
15. Consider and act upon the Operating Disbursement's Report ending May 31, 2016;

16. Review and approve Pay Application No. 6 for Sanitary Sewer Phase 62 Rehabilitation;
17. Review construction bids and award the contract for Sanitary Sewer Phase 66 Manhole Rehabilitation;
18. Review construction bids and award the contract for Storm Sewer Phase 32 Manhole Rehabilitation;
19. Authorize the advertising for construction bids for Storm Sewer Phase 33 Rehabilitation;
20. Review and approve Pay Application No. 7 for Exploration Green Detention Pond Phase 1A;
21. Review of engineering data, construction proposals and decision on repair for the CLCWA Water Phase 11 Slope Failure;
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, 2016;
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 9th, 2016

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 7:00 p.m. on June 9, 2016. 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 Board Members were present.

Also present were:

Mr. Curtis Rodgers, Acting General Manager;
Mr. Bill Rosenbaum, Engineer;
Mr. Samuel Johnson, Attorney;
Ms. Julianne Kugle, Attorney;
Ms. Sarah Danford, Recording Secretary;
Ms. Mary Ann Schatz, Capital Projects Bookkeeper;
Ms. Alice Cumming; Tax Assessor/Collector.

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

1. Ratify General Manager's Report 5/12/2016

Ratify General Manger's report from May 12, 2016, to approve water, sewer and drainage service at 4482 Genoa Red Bluff. (A copy of which is on file in the official records of the Authority and identified in the May 12, 2016 minutes.)

Thereupon, by motion duly made by Director Savely and seconded by Director Johnson, the Board voted unanimously to approve water, sewer and drainage service at 4482 Genoa Red Bluff.

2. Minutes of 5/12/2016 Regular Meeting Approved

Reading of the minutes of the May 12, 2016 Regular Meeting was waived due to all Directors having received copies prior to the meeting

Thereupon, by motion duly made by Director Gordon and seconded by Director Johnson, the Board voted unanimously to approve the minutes of the May 12, 2016 Regular Meeting as submitted.

3. Minutes of 5/27/2016 Special Meeting Approved

Reading of the minutes of the May 27, 2016 Special 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 of the May 27, 2016 Special Meeting as submitted.

4. Comments from the Floor

There were no comments.

5. Penalties and interest for a delinquent tax
Denied

A request from Mrs. Phyllys Gross, requesting a compromise on penalties and interest for a delinquent tax account was presented to the Board for consideration. (A copy of which is on file in the official records of the Authority and identified as Exhibit B.)

Mr. Samuel Johnson explained that due to current tax laws, the Authority is unable to compromise on penalties and interest for such delinquent tax account. Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to deny the request.

6. Water, Sewer & Drainage Service to Sonic at 2500 Bay Area Blvd.
Approved

A request for water, sewer and drainage service to Sonic located at 2500 Bay Area Blvd. Houston Texas 77058 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.)

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 Sonic.

7. Earnest Money Contract
Deferred

This item was deferred.

8. Bond Election for November 2016

After discussing bond election options and Ms. Julianne Kugle recommendation to hold a joint election with Harris County, the Board agreed to proceed.

9. Order Adopting Engineering Report
Approved

An order adopting the Engineering Report 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 D.)

Thereupon, by motion duly made by Director Morrow and seconded by Director Savely, the Board voted unanimously to approve the Engineering Report, subject to revision.

10. November 2016 Bond Election
Approved

A proposed Order Calling Bond Election was presented to the Board for review and approval. (November 8, 2016) (A copy of which is on file in the official records of the Authority and identified as Exhibit E.)

Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve an Order Calling Bond Election for November 8, 2016.

11. Appointing Agent
No Action Necessary

No action necessary.

12. Consumer Confidence Report (CCR)
Approved

The Annual Consumer Confidence Report (CCR) for 2015 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.)

Director Morrow requested to modify language to "under the lead and copper testing." Thereupon, by motion duly made by Director Gordon and seconded by Director Johnson, the Board voted unanimously to approve the 2015 Consumer Confidence Report (CCR).

13. Tax Assessor/Collectors Report
Approved

Tax Assessor/Collectors Report ending May 31, 2016 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 Gordon and seconded by Director Johnson, the Board voted unanimously to approve the Tax Assessor/Collector's Report for the period ending May 31, 2016.

14. Financial Report
Approved

The Financial Report for the period ending April 30, 2016 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 H.)

Thereupon, by motion duly made by Director Graf and seconded by Director Johnson, the Board voted unanimously to approve the Financial Report for the period ending April 30, 2016.

15. Operating
Disbursements Report
Approved

The Operating Disbursements Report for the period ending May 31, 2016 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 I.)

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, 2016.

16. Pay Application No. 6
Sanitary Sewer Phase
62 Rehabilitation
Approved

Mr. Rosenbaum presented Pay Application No. 6 for Sanitary Sewer Phase 62 Rehabilitation 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 Gordon and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 6 for Sanitary Sewer Phase 62 Rehabilitation for T Construction, Inc. for \$34,999.00.

17. Review bids for
Sanitary Sewer Phase
66 Manhole
Rehabilitation
Approved

Mr. Rosenbaum presented bids for the Sanitary Sewer Phase 66 Manhole Rehabilitation 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 Authority and identified as Exhibit K.)

Thereupon, by motion duly made by Director Johnson and seconded by Director Graf, the Board voted unanimously to approve awarding the contract to the low bidder, Standard Cement Materials, Inc. for \$241,969.00 and 150 calendar days.

18. Review bids for
Storm Sewer Phase 32
Manhole Rehabilitation
Approved

Mr. Rosenbaum presented bids for Storm Sewer Phase 32 Manhole Rehabilitation 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 Authority and identified as Exhibit L.)

Thereupon, by motion duly made by Director Johnson and seconded by Director Graf, the Board voted unanimously to approve awarding the contract to the low bidder, Standard Cement Materials, Inc. for \$247,464.00 and 120 calendar days.

19. Authorize Advertising
for Sanitary Sewer
Phase 33 Rehabilitation
Approved

Mr. Rosenbaum requested Board approval to authorize the solicitation of bids for the Sanitary Sewer Phase 33 Rehabilitation.

Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve advertising for bids for Sanitary Sewer Phase 33 Rehabilitation.

20. Revise Pay Application
No. 7 for Exploration
Green Detention Pond
Phase 1A

Mr. Rosenbaum presented a Revised Pay Application No. 7 for Exploration Green Detention Pond Phase 1A for the Board's approval. (A copy of which is on file in the official records of the Authority and identified as Exhibit M.)

Approved

Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve the Revised Pay Application No. 7 for Exploration Green Detention Pond Phase 1A for Paskey Incorporated, for \$37,209.75.

21. Review of Engineering Data, Construction Proposals and Decision on Repair of the CLCWA Water Phase 11 Slope Failure

A lengthy discussion occurred regarding the status of the slope repair. LAN and attorneys are currently drafting a new contract. Discussion ensued. LAN is currently drafting the proposal in a standard engineering contract format which will be reviewed by the attorneys. The Board requested a Structural Engineer and Geotech Engineer to review the proposal and give an opinion on it. The Board had additional questions that the staff and consultants will work to answer. The General Manager was delegated authority to sign the contract at a previous meeting, once all questions have been satisfied.
22. 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 Authority and identified as Exhibit N.) Board requested to have dates of the projects reviewed and moved up, if possible. Updated report to be presented to the Board at the July meeting.
23. Capital Projects Disbursements, 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 O.)

Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve the Capital Projects Report in the amount of \$222,453.31.
24. Attorney's Report

Samuel Johnson updated the Board on the permitting process for Exploration Green Construction.
25. Investment Summary Approved

The Investment Summary for the period ending April 30, 2016 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 Johnson, the Board voted unanimously to approve the Investment Summary for the period ending April 30, 2016.
26. General Manager's Report

Ms. Jennifer Morrow informed the Board on success of the new meters and pointed out the lost water report on the CCR was significantly lower than in years past.
27. Old and New Business

Director Branch requested to add an agenda Item for July 2016 regular meeting to Consider and Act upon Delegation of authority regarding voting and NASA matters due to possible conflict of interest.

The Board discussed possible purchase of land to build a regional detention pond and discussion ensued.

Director Morrow requested the original plumping inspection report pertaining to 1427 Poplar Court, Seabrook, TX 77586.
28. Meeting Adjourned

Director Branch declared the meeting adjourned at 8:45 pm.

~~_____
President, Board of Directors
CLEAR LAKE CITY WATER AUTHORITY~~

Secretary, Board of Directors
CLEAR LAKE CITY WATER AUTHORITY

(SEAL)



DATE APPROVED: 7/14/2016