



## CLEAR LAKE CITY WATER AUTHORITY

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

March 5, 2018

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 March 8, 2018 for the following purposes:

1. Approve or correct minutes of the February 8, 2018 Regular Meeting;
2. Comments from the floor (5-minute limitation);
3. Consider and act upon approval of water, sewer and drainage service to the U of H Clear Lake Police Station at 2700 Bay Area Blvd;
4. Consider and act upon request for 90 Day Extension for Houston Dementia Center at 12410 Space Center Blvd;
5. Consider and act upon Order Cancelling Election and Declaring Unopposed Candidates Elected to Office;
6. Consider and act upon Reconstitution of Board of Directors;
7. Consider and act upon Amended District Registration Form and authorize filing of same with the Texas Commission on Environmental Quality;
8. Receive Tax Assessor/Collector Report ending February 28, 2018;
9. Consider and act upon Financial Report ending January 31, 2018;
10. Consider and act upon the Operating Disbursement's Report ending February 28, 2018;
11. Review and approve Pay Application No. 2 for Sanitary Sewer Phase 71 Manhole Rehabilitation;
12. Review and approve Pay Application No. 4 for Sanitary Sewer Phase 73 Television Inspections;
13. Review and approve Pay Application No. 11 for Exploration Green Detention Pond Phase 1C;
14. Authorization to prepare the Engineering Report to support Bond Issue #38;
15. Review bids and award construction contract for the Exploration Green Phase 2 Detention Pond;

16. Review and act if necessary upon the Engineer's Report and any matters pertaining to construction contracts;
17. Consider and act upon approval of the Capital Projects Disbursements;
18. Receive and act if necessary upon Attorney's Report;
19. Consider and act upon the Investment Summary ending January 31, 2018;
20. Receive General Manager's Report;
21. 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

March 8, 2018

- 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 March 8, 2018. 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. Mr. Savely left at 8:00 pm.
- Also present were:
- Mr. Curtis Rodgers, Director of Utilities;  
Mr. Samuel Johnson, Attorney;  
Mr. Bill Rosenbaum, Engineer;  
Mr. Larry Dunbar, Hydrologist (By phone);  
Ms. Mary Ann Schatz, Capital Projects Bookkeeper;  
Ms. Amy Suttle, Customer Service Supervisor;  
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 the 2/8/2018                    Reading of the minutes of the February 8, 2018 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 Savely and seconded by Director Johnson, the Board voted unanimously to approve the minutes of the February 8, 2018 Regular Meeting.
2. Comments from the                    Resident Fred Swerdlin was present and thanked Jennifer Morrow for sending the  
Floor     Meadowgreen flood report. He asked the Board if materials used on projects were recycled. Mr. Rodgers answered by informing him the vendors recycle. Discussion regarding Horsepen Bayou and ditches. The Board suggested Mr. Rodgers draft a letter to Harris County to request a survey of Horsepen Bayou.
- Business owner Glen Cullinane was present to discuss an issue with a fire hydrant in the business center of 300-390 E Medical Center Blvd. The hydrant was turned off due to a water leak in the line. The business owners are pursuing records of the ownership and construction of the existing hydrant and fire line, when it was installed, and who permitted the hydrant and line. The business owners asked if the hydrant and fire line were the property of the Authority, and Mr. Rodgers stated that records seem to indicate the facilities are privately owned. Mr. Rodgers will send any drawings regarding the property and policy regarding fire lines. Mr. Rodgers will also test the line to verify if leaks have been repaired.
3. Water, Sewer and                    A request for water, sewer and drainage service was presented to the Board for review  
Drainage Service to the                    and approval. (A copy of which is on file in the official records of the Authority and  
Police Station at the                    identified as Exhibit B.)

- University of Houston  
Clear Lake at 2700 Bay  
Area Blvd  
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, contingent upon Mr. Larry Dunbar revising his no objection letter to include verbiage that there will be no impact downstream.
4. 90 Day Extension of  
Water, Sewer and  
Drainage Service to  
Houston Dementia  
Center at 12410 Space  
Center Blvd  
Approved
- A request for a 90-day extension of water, sewer and drainage service to the Houston Dementia Center at 12410 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 C.)
- Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve the 90-day extension of water, sewer and drainage service.
5. Order Cancelling  
Election and Declaring  
Unopposed Candidates  
Elected to Office  
Approved
- An Order Cancelling Election and Declaring Unopposed Candidates Elected to Office 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.) Mr. Johnson noted that the candidates had been certified as unopposed pursuant to Section 2.052 of the Texas Election Code.
- Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve the Order Cancelling Election and Declaring Unopposed Candidates Elected to Office.
6. Reconstitution of Board  
of Directors  
Approved
- After a short discussion, the Directors decided to not change the officer positions of the Authority.
- Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve a motion to maintain the current officer positions.
7. Amended District  
Registration Form  
Approved
- Discussion and approval of filing an amended District Registration Form with the TCEQ to reflect the terms of the officers.
- Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve the filing of the District Registration Form.
8. Tax Collector's Report
- The Tax Collector's Report ending February 28, 2018 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.)
9. Financial Report Ending  
1/31/18  
Approved
- The Financial Report ending January 31, 2018 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 Morrow and seconded by Director Graf, the Board voted unanimously to approve the Financial Report ending January 31, 2018.
10. Operating  
Disbursements Report  
Approved
- The Operating Disbursements Report for the period ending February 28, 2018 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 Graf and seconded by Director Johnson, the Board voted unanimously to approve the Operating Disbursements Report for the period ending February 28, 2018.

11. Pay Application No. 3 for Sanitary Sewer Phase 71 Manhole Rehabilitation  
Approved

Pay Application No. 3 for Sanitary Sewer Phase 71 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 H.)

Thereupon, by motion duly made by Director Morrow and seconded by Director Graf, the Board voted unanimously to approve Pay Application No. 3 for Sanitary Sewer Phase 71 Manhole Rehabilitation for T. Gray Utility & Rehab Co., LLC., for \$26,103.60.
12. Pay Application No. 4 for Sanitary Sewer Phase 73 TV Inspections  
Approved

Pay Application No. 4 for Sanitary Sewer Phase 73 TV Inspections 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 Graf, the Board voted unanimously to approve Pay Application No. 4 for Sanitary Sewer Phase 73 TV Inspections for CSI Consolidated, LLC. for \$64,253.79.
13. Pay Application No. 11 for Exploration Green Detention Ponds Phase 1C  
Approved

Pay Application No. 11 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 J.)

Thereupon, by motion duly made by Director Morrow and seconded by Director Graf, the Board voted unanimously to approve Pay Application No. 11 for Exploration Green Detention Ponds Phase 1C for LECON, Inc. for \$262,051.02.
14. Authorization to Prepare Engineering Report to Support Bond Issue #38  
Approved

Request for authorization for the engineer to prepare the Engineering Report to support Bond Issue #38.

Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve authorization to Prepare Engineering Report to Support Bond Issue #38.
15. Review Bids and Award Contract for Exploration Green Detention Pond Phase 2  
Approved

Mr. Rosenbaum presented bids for Exploration Green Detention Pond Phase 2 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 K.)

Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve awarding the contract to Triple B Services, LLP with a bid of \$6,529,000.00 and 300 calendar days.
16. 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 L.)

Discussion regarding flooding in Meadowgreen, Bay Forest and University Green.
17. 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 M.)

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 \$360,853.06.
18. Attorney's Report

Mr. Samuel Johnson discussed a lease amendment proposal from T-Mobile. No action was taken.

Mr. Samuel Johnson discussed the Interlocal Agreement with the City of Houston. The City of Houston proposes to contribute \$75,000.00 to fund the hike and bike trails. The

Directors asked for clarification of some wording in the Agreement. A Special Board Meeting will be held on Thursday, March 15, 2018 at Noon to act upon the Interlocal Agreement.

19. Investment Summary Approved

The Investment Summary for the period ending January 31, 2018 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 N.)

Thereupon, by motion duly made by Director Morrow and seconded by Director Graf, the Board voted unanimously to approve the Investment Summary for the period ending January 31, 2018.

20. General Manager's Report

Mr. Curtis Rodgers reported that the TV truck is working on Phase 74 and is ahead of schedule. The second camera has been ordered.

21. Old and New Business

No old or new business to discuss.

22. Meeting Adjourned

President Branch declared the open meeting adjourned at 9:40 pm.

[Redacted signature]

President, Board of Directors  
CLEAR LAKE CITY WATER AUTHORITY

[Redacted signature]

Secretary, Board of Directors  
CLEAR LAKE CITY WATER AUTHORITY

(SEAL)



DATE APPROVED: 4-12-18