



CLEAR LAKE CITY WATER AUTHORITY

900 Bay Area Boulevard • Houston, Texas 77058 • 281/488-1164
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May 7, 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 May 10, 2018 for the following purposes:

1. Approve or correct minutes of the April 12, 2018 Regular Meeting;
2. Comments from the floor (5 minute limitation);
3. Consider and act upon water, sewer and drainage service to Clear Lake Intermediate School Renovation at 15545 El Camino Real;
4. Consider and act upon approval of a parking lot addition for Bay Oaks Country Club at 2014 Winter Knoll Way;
5. Consider and act upon water, sewer and drainage service to Dad's Club Sports Complex Addition at 14444 Village Evergreen Trail;
6. Consider and act upon water, sewer and drainage service to Sunbelt Carwash at Space Center Blvd. & Falcon Pass Dr.;
7. Receive Tax Assessor/Collector Report ending April 30, 2018;
8. Consider and act upon Financial Report ending March 31, 2018;
9. Consider and act upon the Operating Disbursement's Report ending April 30, 2018;
10. Review and approve Pay Application No. 4 for Sanitary Sewer Phase 71 Manhole Rehabilitation;
11. Review and approve Pay Application No. 2 for Sanitary Sewer Phase 74 Television Inspections;
12. Review bids and award construction contract for the Robert T. Savely Water Reclamation Facility Ultra Violet Flood Mitigation Improvements;
13. Review and approve Pay Application No. 1 for the Robert T. Savely Water Reclamation Facility Headworks Fine Screen;
14. Review and approve Pay Application No. 12 for Exploration Green Detention Pond Phase 1C;

15. Review and act if necessary upon the Engineer's Report and any matters pertaining to construction contracts;
16. Consider and act upon approval of the Capital Projects Disbursements;
17. Receive and act if necessary upon Attorney's Report;
18. Consider and act upon the Investment Summary ending March 31, 2018;
19. Receive General Manager's Report;
20. 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
May 10, 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 May 10, 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.

Also present were:

Ms. Jennifer Morrow, General Manager;
Mr. Curtis Rodgers, Director of Utilities;
Mr. Samuel Johnson, Attorney;
Mr. Bill Rosenbaum, Engineer;
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 4/12/2018 Regular Meeting Approved
Reading of the minutes of the April 12, 2018 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 Morrow, the Board voted unanimously to approve the minutes of the April 12, 2018 Regular Meeting.

2. Comments from the Floor
Paul Morris with Exploration Green Conservancy was present and thanked Jennifer Morrow, the Water Authority Staff and LAN for the work done at the Exploration Green Grand Opening. He informed the Board \$2,000 was raised for the Conservancy.

Resident Tom Linton addressed the Board and discussed monitoring the ponds and spillway at Exploration Green. He asked permission to add cameras at Exploration Green to monitor the ponds and spillway when it rains. He said it would be available online for anyone who is interested. He explained this would be no cost to the Water Authority and he will obtain more information and present when ready.

3. Water, Sewer and Drainage Service to Clear Lake Intermediate School Renovation at 15545 El Camino Real Approved
A request for water, sewer and drainage service to Clear Lake Intermediate School Renovation at 15545 El Camino Real, 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.)

Thereupon, by motion duly made by Director Graf and seconded by Director Johnson, the Board voted unanimously to approve water, sewer and drainage service to Clear Lake Intermediate School.

4. Approval for Parking Lot Addition for Bay Oaks Community Association at 2014 Winter Knoll Way
Approved

A request for a parking lot addition at the Bay Oaks Community Association located at 2014 Winter Knoll Way, 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 Graf and seconded by Director Johnson, the Board voted unanimously to approve the Parking Lot Addition at the Bay Oaks Community Association.
5. Water, Sewer and Drainage Service to Dad's Club Sports Complex Addition at 14444 Village Evergreen Trail
Approved

A request for water, sewer and drainage service to Dad's Club Sports Complex Addition at 14444 Village Evergreen Trail, 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 Graf and seconded by Director Johnson, the Board voted unanimously to approve water, sewer and drainage service to Dad's Club Sports Complex Addition.
6. Water, Sewer and Drainage Service to Sunbelt Carwash at Space Center Blvd. and Falcon Pass
Approved

A request for water, sewer and drainage service to Sunbelt Carwash at Space Center Blvd. and Falcon Pass, 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 E.)

Thereupon, by motion duly made by Director Graf and seconded by Director Morrow, the Board voted unanimously to approve water, sewer and drainage service to Sunbelt Carwash.
7. Tax Collector's Report

The Tax Collector's Report ending April 30, 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 F.)
8. Financial Report Ending 3/31/18
Approved

The Financial Report ending March 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 G.)

Thereupon, by motion duly made by Director Graf and seconded by Director Johnson, the Board voted unanimously to approve the Financial Report ending March 31, 2018.
9. Operating Disbursements Report
Approved

The Operating Disbursements Report for the period ending April 30, 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 H.)

Thereupon, by motion duly made by Director Johnson and seconded by Director Graf, the Board voted unanimously to approve the Operating Disbursements Report for the period ending April 30, 2018.
10. Pay Application No. 4 for Sanitary Sewer Phase 71 Manhole Rehabilitation
Approved

Pay Application No. 4 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 I.)

Thereupon, by motion duly made by Director Savely and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 4 for Sanitary Sewer Phase 71 Manhole Rehabilitation for T. Gray Utility & Rehab Co., LLC for \$137,878.20.
11. Pay Application No. 2 for Sanitary Sewer Phase 74 Television Inspections
Approved

Pay Application No. 2 for Sanitary Sewer Phase 74 Television 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 J.)

Thereupon, by motion duly made by Director Savely and seconded by Director Johnson,

the Board voted unanimously to approve Pay Application No. 2 for Sanitary Sewer Phase 74 Television Inspections for CLCWA for \$9,317.58.

12. Review Bids and Award Contract for the Robert T. Savely Water Reclamation Facility Ultra Violet Flood Mitigation Improvements Deferred

This item was deferred to June.
13. Pay Application No. 1 for the Robert T. Savely Water Reclamation Facility Headworks Fine Screen Approved

Pay Application No. 1 for the Robert T. Savely Water Reclamation Facility Headworks Fine Screen 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. 1 for the Robert T. Savely Water Reclamation Facility Headworks Fine Screen for R&B Group, Inc. for \$127,492.16.
14. Pay Application No. 12 for Exploration Green Detention Pond Phase 1C Approved

Pay Application No. 12 for Exploration Green Detention Pond 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 **L**.)

Thereupon, by motion duly made by Director Graf and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 12 for Exploration Green Detention Pond Phase 1C for LECON, Inc., for \$206,421.53.
15. 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 **M**.)

Mr. Rosenbaum discussed answers to some questions the Board had previously asked. (See attached)
16. 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 **N**.)

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 \$563,798.71.
17. Attorney's Report

Mr. Samuel Johnson requested Executive Session.
18. Investment Summary Approved

The Investment Summary for the period ending March 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 **O**.)

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 March 31, 2018.
19. General Manager's Report

Ms. Morrow presented a request from a resident at 1514 Redway Lane, asking to waive the late penalty on their water bill. The Board decided to adhere to the current policy and not waive the late penalty.

Ms. Morrow reported the fire hydrants on Space Center Blvd have been painted with the new primer.

Ms. Morrow reported that 12 projects were submitted to FEMA and 2 have been rejected.

Ms. Morrow reported there are 3 baby alligators and 1 momma alligator in the Exploration Green Phase 2 pond. One of the babies has been removed and a representative with Texas Parks and Wildlife is working to catch and relocate the rest.

20. Old and New Business Nothing to discuss.

21. Meeting Adjourned

President Branch declared a recess of the open meeting at 8:30 pm.

After a brief recess, an Executive Session was held from 8:35 pm to 9:45 pm to consult with the Attorney regarding legal matters and to discuss a personnel matter.

After Executive Session the open meeting was reconvened at 9:45 pm.

President Branch declared the open meeting adjourned at 9:46 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: 6-14-18