

## CLEAR LAKE CITY WATER AUTHORITY

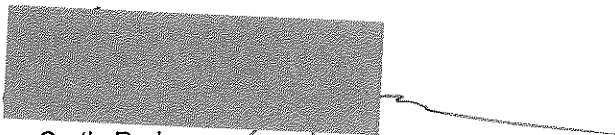
900 Bay Area Boulevard • Houston, Texas 77058 • 281/488-1164  
• Fax 281/488-3400

October 7, 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 Public Hearing Special Session open to the public at 900 Bay Area Boulevard within such Authority at 7:00 p.m. on October 13, 2016 for the following purpose:

1. Discuss and comment on the proposed 2016 Ad Valorem tax rate for CLCWA at \$0.22 per \$100 for debt service tax rate and \$0.05 per \$100 for maintenance and operation tax rate;



Curtis Rodgers  
Director of Utilities  
Clear Lake City Water Authority

(SEAL)



**CLEAR LAKE CITY WATER AUTHORITY**  
Board of Directors'  
Public Hearing Meeting Minutes  
October 13, 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 7:01 p.m. on October 13, 2016 for a Public Hearing. 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. John Branch. Mr. Savely was appointed as acting Board President.

Also present were:

Mr. Curtis Rodgers, Director of Utilities;  
Mr. Bill Rosenbaum, Engineer;  
Mr. Tim Green, Attorney;  
Mr. Samuel Johnson, Attorney;  
Ms. Nikki Weidig, Recording Secretary;  
Ms. Donna Haynes, Tax Collector;  
Ms. Mary Ann Schatz, Capital Projects Bookkeeper.

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

1. Public Hearing  
CLCWA

The purpose of this Public Hearing is to receive citizens comments on the proposed Ad Valorem Tax Rate of \$0.22/\$100 for debt service and \$0.05/\$100 for maintenance and operation for CLCWA.

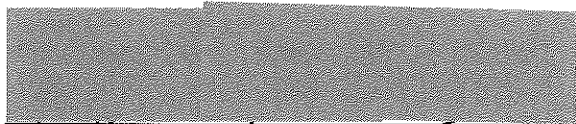
There were no public comments.

2. Closed Public Hearing

There being no further business to come before the Public Hearing, acting President Savely closed the Public Hearing at 7:03 pm.



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President, Board of Directors  
CLEAR LAKE CITY WATER AUTHORITY

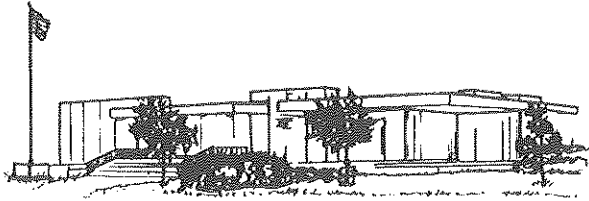


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Secretary, Board of Directors  
CLEAR LAKE CITY WATER AUTHORITY

(SEAL)



DATE APPROVED: 11-10-16



## CLEAR LAKE CITY WATER AUTHORITY

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

October 7, 2016

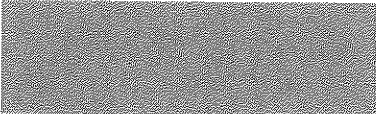
To: All Persons Interested in the Meeting of the Clear Lake City Water Authority Board of Directors:

Notice is hereby given that the Board of the Clear Lake City Water Authority (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 October 13, 2016 for the following purposes:

1. Approve or correct minutes of the September 8, 2016 Regular Meeting;
2. Approve or correct minutes of the October 7, 2016 Impact Fee Committee Meeting;
3. Comments from the floor (5 minute limitation);
4. Consider and act upon approval of water, sewer and drainage service to Kiddie Academy located at 11534 Space Center Blvd;
5. Consider and act upon approval of water, sewer and drainage service to Tract C Business Center located at 12012 Space Center Blvd.;
6. Consider and act upon adoption of proposed 2016 Ad Valorem tax rate for CLCWA at \$0.22 per \$100 for debt service rate and \$0.05 per \$100 for maintenance and operation tax rate;
7. Receive Tax Assessor/Collector Report ending September 30, 2016;
8. Consider and act upon Financial Report ending August 31, 2016;
9. Consider and act upon the Operating Disbursement's Report ending September 30, 2016;
10. Review and approve Pay Application No. 3 for Water Phase 8 Rehabilitation;
11. Authorization to advertise for bids for the recoating of Elevated Storage Tank No. 1;
12. Review and approve Pay Application No. 1 for Sanitary sewer Phase 66 Manhole Rehabilitation;
13. Authorization to advertise for construction bids for Sanitary Sewer Phase 67 Rehabilitation;
14. Review and approve Pay Application No. 3 for Sanitary Sewer Phase 68 Rehabilitation;
15. Review and approve Pay Application No. 4 for Exploration Green Detention Pond Phase 1B;

16. Review and approve Pay Application No. 1 for Storm Sewer Phase 32 Manhole Rehabilitation;
17. Review and approve Change Order No.1 for Replacement of Roof for Administration Building;
18. Review and act upon the Engineer's Report and any matters pertaining to construction contracts;
19. Consider and act upon approval of the Capital Projects Disbursements;
20. Consider and act upon approving an Indemnity and Hold Harmless Agreement for groups using Exploration Green;
21. Receive and act upon Attorney's Report;
22. Consider and act upon the Investment Summary ending August 31, 2016;
23. Receive General Manager's Report;
24. 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.

  
Curtis Rodgers  
Director of Utilities  
Clear Lake City Water Authority

(SEAL)



**CLEAR LAKE CITY WATER AUTHORITY**  
Board of Directors'  
Regular Meeting Minutes  
October 13, 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 7:03 p.m. on October 13, 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 were present except Mr. John Branch. Mr. Savely was appointed as acting Board President.

Also present were:

Mr. Curtis Rodgers, Director of Utilities;  
Mr. Bill Rosenbaum, Engineer;  
Mr. Tim Green, Attorney;  
Mr. Samuel Johnson, Attorney;  
Ms. Nikki Weidig, Recording Secretary;  
Ms. Donna Haynes, Tax Collector;  
Ms. Mary Ann Schatz, Capital Projects Bookkeeper.

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

1. Minutes of 9/8/2016  
Regular Meeting  
Approved

Reading of the minutes of the September 8, 2016 Regular Meeting was waived due to all Directors having received copies prior to the meeting.

Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve the minutes of the September 8, 2016 Regular Meeting.

2. Minutes of the 10/7/16  
Impact Fee Committee  
Meeting  
Approved

Reading of the minutes of the October 7, 2016 Impact Fee Committee Meeting was waived due to all Directors having received copies prior to the meeting.

Thereupon, by motion duly made by Director Graf and seconded by Director Morrow, the Board voted unanimously to approve the minutes of the October 7, 2016 Impact Fee Committee Meeting.

3. Comments from the  
Floor

There were no comments.

4. Water, Sewer and  
Drainage Service to  
Kiddie Academy at  
11534 Space Center  
Blvd  
Approved

A request for water, sewer and drainage service to Kiddie Academy located at 11534 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.)

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 Kiddie Academy.

5. Water, Sewer and Drainage Service to Tract C Business Center at 12012 Space Center Blvd.  
Approved

A request for water, sewer and drainage service to Tract C Business Center located at 12012 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 Graf, the Board voted unanimously to approve the request for water, sewer and drainage service to the Tract C Business Center.
  
6. Adopted 2016 Ad Valorem Tax Rate for CLCWA  
Approved

The 2016 Ad Valorem Tax Rates for CLCWA were 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 Johnson, the Board voted unanimously to adopt a proposed debt service rate of \$0.22 per \$100 of the assessed valuation and a maintenance tax rate of \$0.05 per \$100 of the assessed valuation for the CLCWA.
  
7. Tax Assessor/Collector's Report

The Tax Assessor/Collector's Report ending September 30, 2016 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.)
  
8. Financial Report  
Approved

The Financial Report for the period ending August 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 F.)

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 August 31, 2016.
  
9. Operating Disbursements Report  
Approved

The Operating Disbursements Report for the period ending September 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 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 September 30, 2016.
  
10. Pay Application No. 3 for Water System Phase 8 Rehabilitation  
Approved

Mr. Rosenbaum presented Pay Application No. 3 for Water System Phase 8 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 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 Water System Phase 8 Rehabilitation for CES Utilities, Inc. for \$21,251.00.
  
11. Authorization to Advertise for Construction Bids for the Recoating of Elevated Storage Tank No.1  
Approved

Mr. Rosenbaum requested Board approval to authorize the solicitation of construction bids for the recoating of Elevated Storage Tank No. 1.

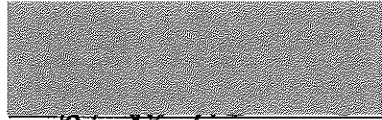
Thereupon, by motion duly made by Director Graf and seconded by Director Johnson, the Board voted unanimously to approve advertising for construction bids for the recoating of Elevated Storage Tank No. 1.

12. Pay Application No. 1 for Sanitary Sewer Phase 66 Manhole Rehabilitation  
Approved
- Mr. Rosenbaum presented Pay Application No. 1 for Sanitary Sewer Phase 66 Manhole 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 I.)
- Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 1 for Sanitary Sewer Phase 66 Manhole Rehabilitation for Standard Cement Materials, Inc. for \$1,816.20.
13. Authorization to Advertise for Construction Bids for Sanitary Sewer Phase 67 Rehabilitation  
Approved
- Mr. Rosenbaum requested Board approval to authorize the solicitation of construction bids for Sanitary Sewer Phase 67 Rehabilitation.
- Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve advertising for construction bids for Sanitary Sewer Phase 67 Rehabilitation.
14. Pay Application No. 3 for Sanitary Sewer Phase 68 Rehabilitation  
Approved
- Mr. Rosenbaum presented Pay Application No. 3 for Sanitary Sewer Phase 68 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 Morrow and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 3 for Sanitary Sewer Phase 68 Rehabilitation for PM Construction & Rehab, Inc. for \$67,403.16.
15. Pay Application No. 4 for Exploration Green Detention Pond Phase 1B  
Approved
- Mr. Rosenbaum presented bids for Pay Application No. 4 for Exploration Green Detention Pond Phase 1B 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. 4 for Exploration Green Detention Pond Phase 1B for Lecon, Inc. for \$171,973.26.
16. Pay Application No. 1 for Storm Sewer Phase 32 Manhole Rehabilitation
- Mr. Rosenbaum presented Pay Application No. 1 for Storm Sewer Phase 32 Manhole 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 L.)
- Thereupon, by motion duly made by Director Morrow and seconded by Director Graf, the Board voted unanimously to approve Pay Application No. 1 for Storm Sewer Phase 32 Manhole Rehabilitation for Standard Cement Materials, Inc. for \$1,732.50.
17. Change Order No. 1 for Replacement of Roof for Administration Building  
Approved
- Mr. Rosenbaum presented Change Order No. 1 for Replacement of Roof for Administration Building 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 Graf and seconded by Director Johnson, the Board voted unanimously to approve Change Order No. 1 for Trumble Construction, Inc. for \$27,233.40.
18. Engineers 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.)
- Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve the Engineers Report.

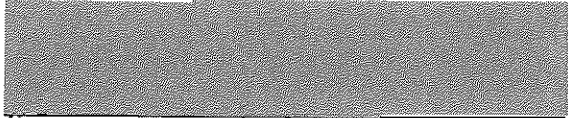
19. Capital Projects Disbursement Report Approved  
The Capital Projects Disbursements Report was presented for the Board's review and approval. (A copy of which is on file in the official records of the Authority and identified as Exhibit O.)  
Thereupon, by motion duly made by Director Morrow and seconded by Director Graf, the Board voted unanimously to approve the Capital Projects Report in the amount of \$399,130.90.
20. Indemnity and Hold Harmless Agreement for use of Exploration Green Approved  
Discussion regarding the use of an Indemnity and Hold Harmless Agreement for organizations wanting to use Exploration Green for planned events. (A copy of which is on file in the official records of the Authority and identified as Exhibit P.) The Board asked staff to contact the Authority's insurance carrier, TML, for information on policies and costs for insurance of an umbrella policy.  
Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve the use of the Indemnity and Hold Harmless Agreement for Exploration Green.
21. Attorney's Report  
Mr. Samuel Johnson discussed the standard construction contract the Authority currently uses. He stated he has worked with LAN and they have updated the contract.  
There was a discussion regarding the SOAH progress. The signed executed Order is dated 9/13/16 and the permit has been received.  
Mr. Tim Green discussed a letter that was presented to the Board regarding legislative sessions and expenses paid to the TCEQ for bond applications. (A copy of which is on file in the official records of the Authority and identified as Exhibit Q.)  
Thereupon, by motion duly made by Director Morrow and seconded by Director Graf, the Board voted unanimously to approve the Attorney's Report.
22. Investment Summary Approved  
The Investment Summary for the period ending August 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 R.)  
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 August 31, 2016.
23. General Manager's Report Approved  
Mr. Curtis Rodgers reported that the ground vibration monitoring equipment is in and getting ready for use.  
Mr. Curtis Rodgers presented a letter received from resident Rajinder Bhalla of 1318 Lakeway Drive in Seabrook. Mr. Bhalla is asking for an adjustment to his high water bill and to waive the penalty due to a leak on his sprinkler system line. The Board would like more information regarding communication with Mr. Bhalla regarding the high usage and a possible payment plan. The Board would like to review the Policies the Authority currently uses regarding known and unknown leaks.
24. Old and New Business  
Mr. Savely discussed a meeting with Exploration Green. They are requesting to plant trees as soon as possible.
25. Meeting Adjourned  
Acting President Savely declared the regular open meeting suspended at 8:50 pm.  
After a brief recess an Executive Session was held from 9:01 pm to 9:15 pm to consult with the Authority's attorneys regarding legal matters.



After Executive session the open meeting was reconvened at 9:15 and adjourned at 9:16 pm.

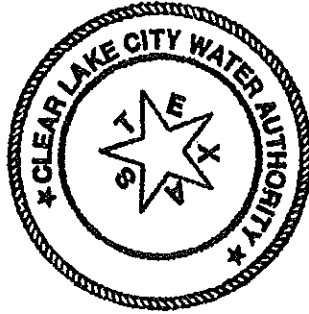


President, Board of Directors  
CLEAR LAKE CITY WATER AUTHORITY



Secretary, Board of Directors  
CLEAR LAKE CITY WATER AUTHORITY

(SEAL)



DATE APPROVED: 11-10-16