

CLEAR LAKE CITY WATER AUTHORITY

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

October 5, 2015

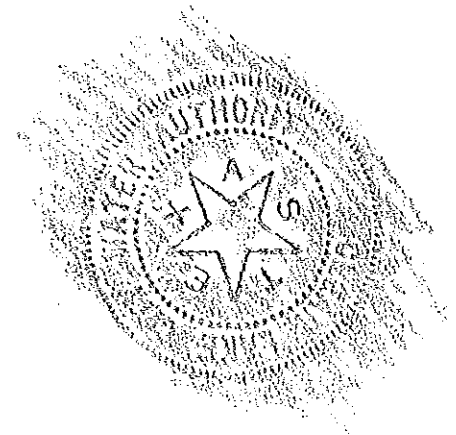
To: All Persons Interested in the Meeting of the Clear Lake City Water Authority Board of Directors:

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 8, 2015 for the following purpose:

1. Discuss and comment on the proposed 2015 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;
2. Discuss and comment on the proposed 2015 Ad Valorem tax rate for WCID #75 at \$0.33 per \$100 for debt service tax rate and \$0.05 per \$100 for maintenance and operation tax rate.

Jennifer Morrow
General Manager
Clear Lake City Water Authority

(SEAL)



CLEAR LAKE CITY WATER AUTHORITY
Board of Directors'
Public Hearing Meeting Minutes
October 08, 2015

Public Hearing Meeting The Board of Directors of the Clear Lake City Water Authority convened in a session open to the public at the regular meeting place in its office at 7:00 p.m. on October 08, 2015 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.

Also present were:

Ms. Jennifer Morrow, General Manager;
Mr. Curtis Rodgers, Director of Utilities;
Mr. Bill Rosenbaum, Engineer;
Mr. Tim Green, Attorney;
Ms. Alice Cumming, Tax Collector;
Ms. Mary Ann Schatz, Capital Projects Bookkeeper;
Ms. Laura Mason, Recording Secretary;

(See visitor roster attached hereto as part of these minutes 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.

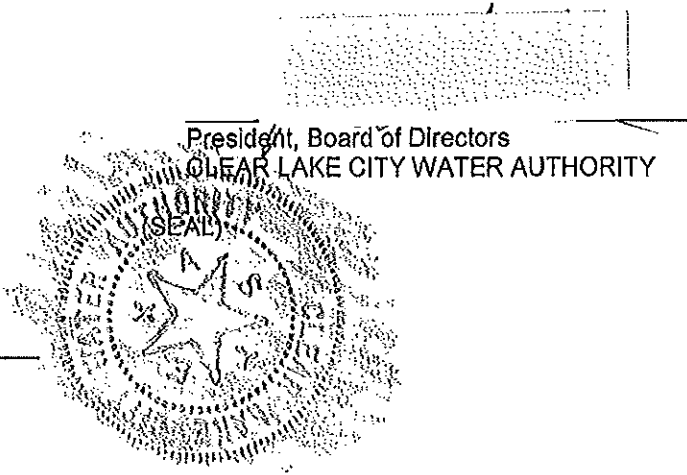
There were no public comments.

2. Public Hearing WCID #75 The purpose of this Public Hearing is to receive citizens' comments on the proposed Ad Valorem Tax Rate of \$0.33/\$100 for debt service and \$0.05/\$100 for maintenance and operation for WCID #75.

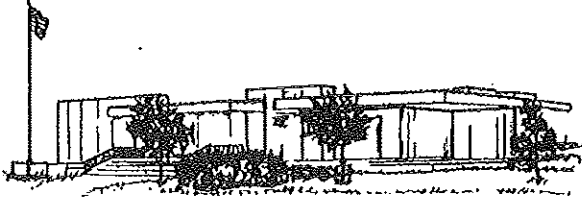
There were no public comments.

3. Closed Public Hearing There being no further business to come before the Public Hearing, Board President Branch declared the Public Hearing closed at 7:03 p.m.

Secretary, Board of Directors
CLEAR LAKE CITY WATER AUTHORITY



DATE APPROVED: 11/12/2015



CLEAR LAKE CITY WATER AUTHORITY

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October 5, 2015

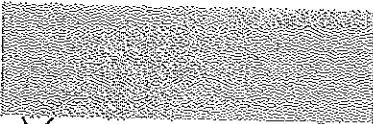
To: All Persons Interested in the Meeting of the Clear Lake City Water Authority Board of Directors:

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 October 8, 2015 for the following purposes:

1. Approve or correct minutes of the September 10, 2015 Regular Meeting;
2. Approve or correct minutes of the September 17, 2015 Impact Fee Committee Meeting;
3. Approve or correct minutes of the October 1, 2015 Special Meeting;
4. Comments from the floor (5 minute limitation);
5. Consider and act upon revision No. 7 to Policy PLU-20, Plumbing Permits;
6. Consider and act upon the Municipal Setting Designation for 900-910 Gemini;
7. Consider and act upon an amendment to the Verizon contract to approve additional antenna's on EST #1;
8. Consider and act upon adoption of proposed 2015 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;
9. Consider and act upon adoption of proposed 2015 Ad Valorem tax rate for WCID #75 a \$0.33 per \$100 for debt service rate and \$0.05 per \$100 for maintenance and operation tax rate;
10. Receive Tax Assessor/Collector Report ending September 30, 2015;
11. Consider and act upon Financial Report ending August 31, 2015;
12. Consider and act upon the Operating Disbursement's Report ending September 30, 2015;
13. Review and approve Change Order No. 3 for Water Meter Replacement Program;
14. Review and approve Pay Application No. 21 & Final for Water Meter Replacement Program;
15. Authorization to advertise for construction bids for Water System Phase 9 & 11 Rehabilitation;
16. Review and approve Pay Application No. 4 for Sanitary Sewer Phase 65 Rehabilitation;

17. Review and approve Change Order No. 1 for Brookgreen Drive Sanitary Sewer Relocation;
18. Review and approve Pay Application No. 1 for Brookgreen Drive Sanitary Sewer Relocation;
19. Review bids and award contract for Exploration Green Detention Ponds Phase 1A;
20. Review and approve Pay Application No. 2 for Storm Sewer Phase 29 Rehabilitation;
21. Review and approve Pay Application No. 5 for Storm Sewer Phase 30 Manhole Rehabilitation;
22. Review and approve Pay Application No. 3 & Final for Ditch "N" Sedimentation Basin Rehabilitation;
23. Review and act upon the Engineer's Report and any matters pertaining to construction contracts;
24. Consider and act upon approval of the Capital Projects Disbursements;
25. Receive and act upon Attorney's Report;
26. Consider and act upon the Investment Summary ending August 31, 2015;
27. Receive General Manager's Report;
28. 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
October 08, 2015**

Regular Meeting

The Board of Directors of the Clear Lake City Water Authority convened in regular session open to the public at the regular meeting place in its office at 7:03 p.m. on October 08, 2015. 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,

Also present were:

Ms. Jennifer Morrow, General Manager
Mr. Curtis Rodgers, Director of Utilities;
Mr. Bill Rosenbaum, Engineer;
Mr. Tim Green, Attorney;
Ms. Alice Cumming; Tax Assessor/Collector and Recording Secretary;
Ms. Mary Ann Schatz, Capital Projects Bookkeeper;
Ms. Laura Mason, Recording Secretary

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

**1. Minutes of 09/10/2015
Regular Meeting,
Approved**

Reading of the minutes of the September 10, 2015 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 for the September 10, 2015 Regular Meeting.

**2. Minutes of 09/17/2015
Impact Fee Committee
Meeting; Approved**

Reading of the minutes of the September 17, 2015 Impact Fee Committee Meeting was waived due to all Directors having received copies prior to the meeting.

Thereupon, by motion duly made by Director Johnson and seconded by Director Morrow, the Board voted unanimously to approve the minutes for the September 17, 2015 Impact Fee Committee Meeting.

**3. Minutes of 10/01/2015
Special Meeting;
Approved**

Minutes of the October 1, 2015 Special Meeting were read by President Branch. All Directors received a copy of the minutes shortly before the reading.

Thereupon, by motion duly made by Director Johnson and seconded by Director Morrow, the Board voted unanimously to approve the minutes for the October 1, 2015 Special Meeting.

**4. Comments from the
Floor**

Customer Jared Denniston, residing at 819 Seafoam, spoke to the Board about his concerns of his new water bill. He explained that his bill had recently doubled, and that his concerns were shared by others in his neighborhood.

President Branch explained that the 20-40 yr old previous meters were recording incorrectly, and that the newer automatic meters are able to read actual usage with significantly greater accuracy. Ms. Morrow, further explained the difficulties with previous meters, & further highlighted the benefits of the new automatic meters.

5. Consider and act upon revision No. 7 to Policy PLU-20, Plumbing Permits, Approved

Revision No. 7 to Policy PLU-20, Plumbing Permits submitted to the Board for review and approval. (A copy of which is on file in the official records of the District 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 revision No. 7 to Policy PLU-20, Plumbing Permits.
6. Consider and act upon the Municipal Setting Designation for 900-910 Gemini Approved

A Municipal Setting Designation for 900-910 Gemini was presented to the Board for review and approval. (A copy of which is on file in the official records of the District and identified as Exhibit C.)

Thereupon, by motion duly made by Director Johnson and seconded by Director Morrow, the Board voted unanimously to approve the Municipal Setting Designation for 900-910 Gemini.
7. Consider and act upon an Amendment to the Verizon contract for Additional Antennas to Elevated Storage Tank # 1 at 939 El Dorado, Approved

Mr. Rodgers presented to the Board a proposal by Verizon to amend the existing contract to place Additional Antennas on Elevated Storage Tank #1 at 939 El Dorado. Mr. Green informed the Board that Verizon was within contract limits to add and/or remove antennas. (A copy of which is on file in the official records of the District and identified as Exhibit D.)

Thereupon, by motion duly made by Director Johnson and seconded by Director Savely, the Board voted unanimously to approve the additional antennas to Elevated Storage Tank #1 at 939 El Dorado.
8. Adopted 2015 Ad Valorem Tax Rate for CLCWA, Approved

The 2015 Ad Valorem Tax Rates for CLCWA presented to the Board for review and approval. (A copy of which is on file in the official records of the District and identified as Exhibit E.)

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.
9. Adopted 2015 Ad Valorem Tax Rate for WCID #75, Approved

The 2015 Ad Valorem Tax Rates for WCID #75 presented to the Board for review and approval. (A copy of which is on file in the official records of the District and identified as Exhibit F.)

Thereupon, by motion duly made by Director Savely and seconded by Director Graf, the Board voted unanimously to adopt a proposed debt service rate of \$0.33 per \$100 of the assessed valuation and a maintenance tax rate of \$0.05 per \$100 of the assessed valuation for the WCID #75
10. Tax Collector Report Received

A report of taxes collected and taxes outstanding as of September 30, 2015 was given for the Board's review. (A copy of which is on file in the official records of the District 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 Tax Collector Report ending September 30, 2015.
11. Financial Report Approved

The Financial Report ending August 31, 2015 was presented for the Board's approval. (A copy of which is on file in the official records of the District and identified as Exhibit H.)

Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve the Financial Report ending August 31, 2015.

12. Operating Disbursements Report Approved

The Operating Disbursements Report ending September 30, 2015 was presented for the Board's approval. (A copy of which is on file in the official records of the District and identified as Exhibit I.)

Thereupon, by motion duly made by Director Johnson and seconded by Director Morrow, the Board voted unanimously to approve the Operating Disbursements Report ending September 30, 2015.
13. Change Order No.3 for Water Meter Replacement Program, Approved

Mr. Rosenbaum presented Change Order No. 3 for Water Meter Replacement Program for the Board's review and approval. (A copy of which is on file in the official records of the District and identified as Exhibit J.)

Thereupon, by motion duly made by Director Graf and seconded by Director Savely, the Board voted unanimously to approve Change Order No. 3 for National Metering Services, Inc., a credit amount of \$2,946.00 refunded to CLCWA, due to salvage credit adjustments.
14. Pay Application No. 21 & Final for Water Meter Replacement Program, Approved

Mr. Rosenbaum presented Pay Application No. 21 & Final for Water Meter Replacement Program for the Board's review and approval. (A copy of which is on file in the official records of the District and identified as Exhibit K.)

Thereupon, by motion duly made by Director Savely and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 21 & Final for National Metering Services, Inc., for \$294,746.30.
15. Authorization to advertise for construction bids for Water Systems Phase 9 & 11 Rehabilitation, Approved

Mr. Rosenbaum requested Board approval to authorize the solicitation of construction bids for Water Systems Phase 9 & 11 Rehabilitation.

Thereupon, by motion duly made by Director Johnson and seconded by Director Johnson, the Board voted unanimously to approve advertising for construction bids for Water Systems Phase 9 & 11 Rehabilitation.
16. Pay Application No. 4 for Sanitary Sewer Phase 65 Rehabilitation, Approved

Mr. Rosenbaum presented Pay Application No. 4 for Sanitary Sewer Phase 65 Rehabilitation for the Board's review and approval. (A copy of which is on file in the official records of the District and identified as Exhibit L.)

Thereupon, by motion duly made by Director Savely and seconded by Director Graf, the Board voted unanimously to approve Pay Application No. 4 for Nerle Construction for \$86,782.50.
17. Change Order No. 1 for Brookgreen Drive Sanitary Sewer Relocation, Approved

Mr. Rosenbaum presented Change Order No. 1 for Brookgreen Drive Sanitary Sewer Relocation for the Board's review and approval. (A copy of which is on file in the official records of the District and identified as Exhibit M.)

Thereupon, by motion duly made by Director Savely and seconded by Director Johnson, the Board voted unanimously to approve Change Order No. 1 for Alcott, Inc. dba TCH, for \$1,692.00.
18. Pay Application No. 1 for Brookgreen Drive Sanitary Sewer Relocation, Approved

Mr. Rosenbaum presented Pay Application No. 1 for Brookgreen Drive Sanitary Sewer Relocation for the Board's review and approval. (A copy of which is on file in the official records of the District and identified as Exhibit N.)

Thereupon, by motion duly made by Director Savely and seconded by Director Graf, the Board voted unanimously to approve Pay Application No. 1 for Alcott, Inc. dba TCH, for \$81,954.00.

19. Review bids and Award contract for Exploration Green Detention Ponds Phase 1A, Approved.
- Mr. Rosenbaum presented bids for Exploration Green Detention Ponds Phase 1A 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 District and identified as Exhibit O.)
- Thereupon, by motion duly made by Director Graf and seconded by Director Johnson, the Board voted unanimously to approve awarding the contract to the low bidder based on the Engineer's recommendation, Paskey Construction, with a bid of \$613,745.53, and 120 calendar days.
20. Pay Application No. 2 for Storm Sewer Phase 29 Rehabilitation, Approved
- Mr. Rosenbaum presented Pay Application No. 2 for Storm Sewer Phase 29 Rehabilitation for the Board's review and approval. (A copy of which is on file in the official records of the District and identified as Exhibit P).
- Thereupon, by motion duly made by Director Savely and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 2 for R.L. Utilities, Inc., for \$69,678.00.
21. Pay Application No. 5 for Storm Sewer Phase 30 Manhole Rehabilitation, Approved.
- Mr. Rosenbaum presented Pay Application No. 5 for Storm Sewer Phase 30 Manhole Rehabilitation for the Board's review and approval, (A copy of which is on file in the official records of the District and identified as Exhibit Q).
- Thereupon, by motion duly made by Director Savely and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 5 for Standard Cement Materials, Inc., for \$34,093.35.
22. Pay Application No. 3 & Final for Ditch "N" Sedimentation Basin Rehabilitation, Approved.
- Mr. Rosenbaum presented Pay Application No. 3 & Final for Ditch "N" Sedimentation Basin Rehabilitation for the Board's review and approval, (A copy of which is on file in the official records of the District and identified as Exhibit R).
- Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 3 & Final for Rally Construction, for \$12,105.00.
23. 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 District and identified as Exhibit S).
24. Capital Projects Disbursements, Approved
- The Capital Projects Disbursements Report was presented for the Board's approval. (Copy attached hereto as part of these minutes and identified as Exhibit T).
- Thereupon, by motion duly made by Director Graf and seconded by Director Morrow, the Board voted unanimously to approve the Capital Projects Report in the amount of \$473,690.58.
25. Attorney's Report
- Mr. Green discussed discovery requests received for WWTP Permit Amendment for Exploration Green.
- Also, there was a determination that CLCWA was not responsible/liable for, or obligated to fix grading for a homeowner's yard due to difference in grading to fix a drainage issue. It was determined that it is the builder's responsibility to correct grading for the drainage issue.

26. Investment Summary
Approved

The Investment Summary ending August 31, 2015 was presented for the Board's approval. (A copy of which is on file in the official records of the District and identified as Exhibit U)

Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve the Investment Summary ending August 31, 2015.

27. General Manager's
Report

Ms. Morrow reported that HCFCD has responded to University Green resident's complaints about the drainage ditch maintenance. HCFCD has indicated that they are investigating the situation.

Ms. Morrow reported that the roof at the Main Office will need to be replaced within the next few months.

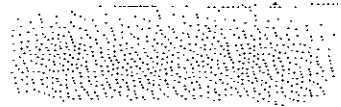
Ms. Morrow reported that there was a lien on the former Clear Lake golf course clubhouse after it was burned down. The lien has been cleared, and the release of the lien has been ordered. It was determined that the company that cleared the lien in 2011 did not record the release of lien with Harris County.

28. Old and New Business

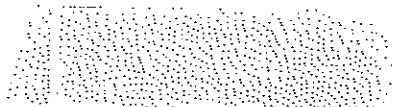
Director Morrow commented on an email from SuperNeighborhood, regarding City of Houston's Ch. 32 changes to Parks and Recreation ordinances.

29. Meeting Adjourned

President Branch declared the regular meeting adjourned at 8:32 p.m.



President, Board of Directors
CLEAR LAKE CITY WATER AUTHORITY



Secretary, Board of Directors
CLEAR LAKE CITY WATER AUTHORITY

(SEAL)

DATE APPROVED: 11/12/2015

