

## CLEAR LAKE CITY WATER AUTHORITY

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

October 6, 2014

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 immediately after the Public Hearing at 7:00 p.m. on October 9, 2014 for the following purposes:

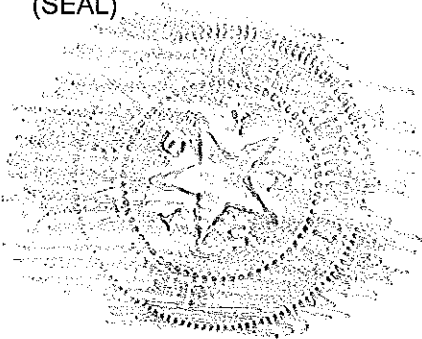
1. Approve or correct minutes of the September 11, 2014 Regular Meeting;
2. Comments from the floor (5 minute limitation);
3. Consider and act upon hiring a lobbyist for upcoming Legislative Session;
4. Consider and act upon approving invoice from the Galveston Bay Foundation;
5. Consider and act upon revising Policy ADM-175 Operators Upgrading Qualifications;
6. Consider and act upon adoption of proposed 2014 Ad Valorem tax rate for CLCWA at a \$0.23 debt service rate and \$0.05 maintenance rate;
7. Consider and act upon adoption of proposed 2014 Ad Valorem tax rate for WCID #75 at a \$0.405 debt service rate and \$0.05 maintenance rate;
8. Receive Tax Assessor/Collector Report ending September 30, 2014;
9. Consider and act upon Financial Report ending August 31, 2014;
10. Consider and act upon the Operating Disbursement's Report ending September 30, 2014;
11. Review and approve Pay Application No. 12 for Water Meter Replacement Program;
12. Review and approve Pay Application No. 4 & Final for Water System Phase 6 Rehabilitation;
13. Review and approve Pay Application No. 8 & Final for Sanitary Sewer Phase 57 Rehabilitation;
14. Review and approve Pay Application No. 7 & Final for Sanitary Sewer Phase 59 Manhole Rehabilitation;
15. Review bids and award the contract for the Sanitary Sewer Phase 63 Television Inspections;
16. Review bids and award the construction contract for the Sanitary Sewer Phase 54 Manhole Rehabilitation;

17. Authorization to advertise for bids for the recoating of the exterior Elevated Storage Tank No. 5;
18. Authorization to advertise for construction bids for Exploration Green Detention Pond Phase 1A;
19. Authorization to advertise for construction bids for Storm Sewer Phase 28 Television Inspections;
20. Review and act upon the Engineer's Report and any matters pertaining to construction contracts;
21. Consider and act upon approval of the Capital Projects Disbursements;
22. Receive and act upon Attorney's Report;
23. Consider and act upon the Investment Summary ending August 31, 2014;
24. Receive General Manager's Report;
25. 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.

✓  
James H. Byrd  
General Manager  
Clear Lake City Water Authority

(SEAL)



**CLEAR LAKE CITY WATER AUTHORITY**

Board of Directors'  
Regular Meeting Minutes  
October 9, 2014

- 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 7:00 p.m. on October 9, 2014 immediately after the Public Hearing. Roll was called of the members:
- Quorum Present                    Mrs. Gayle Yoder, President;  
Mr. John Branch, Vice President;  
Mr. Robert T. Savely, Secretary;  
Mr. Gordon Johnson, Director;  
Mr. W. Thomas Morrow, Director.
- Also present were:
- Mr. James Byrd, General Manager;  
Mr. Curtis Rodgers, Director of Utilities;  
Mr. Bill Rosenbaum, Engineer;  
Mr. William Schweinle, Attorney;  
Mr. Larry Dunbar, Hydrologist;  
Ms. Jennifer Morrow, Recording Secretary;  
Ms. Alice Cumming, Tax Collector;  
Ms. Mary Ann Schatz, Capital Projects Bookkeeper;  
Ms. Janet Clark, Accounting Manager.
- (See visitor roster attached hereto as part of these minutes and identified as Exhibit A.)
1. Minutes of 9/11/14 Regular Meeting Approved                    Reading of the minutes of the September 11, 2014 Regular Meeting was waived due to all Directors having received copies prior to the meeting.
- Thereupon, by motion duly made by Director Branch and seconded by Director Johnson, the Board voted unanimously to approve the minutes for the September 11, 2014 Regular Meeting.
2. Comments from the Floor                    Resident Dick Warren requested to opt-out of receiving an automatic meter at the July 2014 Board Meeting and provided to the Board a report on the hazards of smart meters. Mr. Warren asked the Board for a status update on his opt-out request. Mr. Byrd corrected the term "smart meter" to "automatic meter". A committee of Director Johnson and Director Morrow was appointed to review the request and make a recommendation to the Board.
- Representatives from the Clear Lake Islamic Center addressed the Board about their concerns over plan reviews. Since Dr. Bedient is no longer available to review their plans, they would like another hydrologist option. Mr. Dunbar offered to consult with Dr. Bedient for his opinion in order to complete the plans within a reasonable time frame. All communication between the Clear Lake Islamic Center and Mr. Dunbar is to be done through CLCWA.
- Paul Miller with CCISD was present to discuss the rebuild of the Clear Lake High School. The City of Houston has approved the project and they are waiting on the Authority's review and approval to move forward. If the project ends up falling any

further behind it will impact important deadlines that were planned during school holiday breaks. Mr. Dunbar will meet with CCISD next week to assist in resolving outstanding drainage issues. Director Branch said a special meeting will be called when everything is in order.

Mr. Collins Pier addressed the Board, requesting detention comments from Mr. Dunbar. Mr. Schweinle requested an Executive Session from 7:34 p.m. to 8:22 p.m.

Reconvening in to Open Session, the Board discussed Mr. Dunbar's recommendations with Trendmaker representatives including freeboard levels, ponding level limits with the possibility of providing drainage easements, and show modeling for a small amount of runoff to Armand Bayou. Mr. Pier requested the deficiencies in a written report. The appointed Board Committee members Director Branch and Director Morrow, Attorney Bill Schweinle, and hydrologist Larry Dunbar with work with on this request.

3. Hiring of a Lobbyist  
Approved

A discussion was held to consider hiring a lobbyist for the upcoming Legislative Session. Sandy Sanford was chosen to be the new lobbyist for the Authority. (Copy attached hereto as part of these minutes and identified as Exhibit B.)

Thereupon, by motion duly made by Director Savely and seconded by Director Johnson, the Board voted unanimously to approve hiring Sandy Sanford as the Authority's lobbyist.

4. Invoice from the Galveston Bay Foundation  
Approved

An invoice was presented to the Board from the Galveston Bay Foundation. (Copy attached hereto as part of these minutes and identified as Exhibit C.)

Thereupon, by motion duly made by Director Branch and seconded by Director Johnson, the Board voted unanimously to approve payment to the Galveston Bay Foundation.

5. Revision to Policy ADM-175 Operators Upgrading Qualifications  
Approved

Revised Policy ADM-175 Operators Upgrading Qualifications was given to the Board for review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit D.)

Thereupon, by motion duly made by Director Savely and seconded by Director Johnson, the Board voted unanimously to approve the revised Policy ADM-175.

6. Adopt 2014 Ad Valorem Tax Rate for CLCWA  
Approved

By motion duly made by Director Savely and seconded by Director Johnson, the Board voted unanimously to adopt a debt service rate of \$0.23 per \$100 of the assessed valuation and a maintenance tax of \$0.05 per assessed valuation of for CLCWA. (Copy attached hereto as part of these minutes and identified as Exhibit E.)

7. Adopt 2014 Ad Valorem Tax Rate for WCID #75  
Approved

By motion duly made by Director Savely and seconded by Director Johnson, the Board voted unanimously to adopt a debt service rate of \$0.405 per \$100 of the assessed valuation and a maintenance tax of \$0.05 per assessed valuation for WCID #75. (Copy attached hereto as part of these minutes and identified as Exhibit F.)

8. Tax Collector Report  
Received

Ms. Cumming presented a report of taxes collected and taxes outstanding as of September 30, 2014 for the Board's review. (Copy attached hereto as part of these minutes and identified as Exhibit G.)

9. Financial Report  
Approved

The Financial Report ending August 31, 2014 was presented for the Board's approval. (Copy attached hereto as part of these minutes and identified as Exhibit H.)

Thereupon, by motion duly made by Director Savely and seconded by Director Johnson, the Board voted unanimously to approve the Financial Report ending August 31, 2014.

10. Operating Disbursements Report Approved

The Operating Disbursements Report ending September 30, 2014 was presented for the Board's approval. (Copy attached hereto as part of these minutes and identified as Exhibit I.)

Thereupon, by motion duly made by Director Savely and seconded by Director Johnson, the Board voted unanimously to approve the Operating Disbursements Report ending September 30, 2014.
11. Pay Application No. 12 for Water Meter Replacement Program Approved

Mr. Rosenbaum presented Pay Application No. 12 for Water Meter Replacement Program for the Board's review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit J.)

Thereupon, by motion duly made by Director Branch and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 12 for National Metering Service, Inc. for \$421,218.86.
12. Pay Application No. 4 & Final for Water System Phase 6 Rehabilitation Approved

Mr. Rosenbaum presented Pay Application No. 4 & Final for Water System Phase 6 Rehabilitation for the Board's review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit K.)

Thereupon, by motion duly made by Director Branch and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 4 for Alcott, Inc. dba TCH, for \$60,855.30.
13. Pay Application No. 8 & Final for Sanitary Sewer Phase 57 Rehabilitation Approved

Mr. Rosenbaum presented Pay Application No. 8 & Final for Sanitary Sewer Phase 57 Rehabilitation for the Board's review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit L.)

Thereupon, by motion duly made by Director Savely and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 8 for PM Construction & Rehab, LLC, for \$58,496.70.
14. Pay Application No. 7 & Final for Sanitary Sewer Phase 59 Manhole Rehabilitation Approved

Mr. Rosenbaum presented Pay Application No. 7 & Final for Sanitary Sewer Phase 59 Manhole Rehabilitation for the Board's review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit M.)

Thereupon, by motion duly made by Director Savely and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 7 for Standard Cement Materials, Inc., for \$10,339.70.
15. Review Bids for Sanitary Sewer Phase 63 TV Inspections Deferred

This item was deferred.
16. Review Bids for Sanitary Sewer Phase 64 Manhole Rehabilitation Approved

Mr. Rosenbaum presented bids for Sanitary Sewer Phase 64 Manhole Rehabilitation for the Board's review and discussion to consider options, accept or reject the bids. (Copy attached hereto as part of these minutes and identified as Exhibit N.)

Thereupon, by motion duly made by Director Branch and seconded by Director Johnson, the Board voted unanimously to approve awarding the contract to the low bidder based on the Engineer's recommendation, Standard Cement Materials, with a bid of \$146,228.00 and 110 calendar days.

17. Authorize Advertising for Construction Bids for the Recoating of the Exterior Elevated Storage Tank No. 5  
Approved
- Mr. Rosenbaum requested Board approval to authorize the solicitation of construction bids for the recoating of the exterior of Elevated Storage Tank No. 5. This project is included in Bond Issue #33.
- Thereupon, by motion duly made by Director Savely and seconded by Director Johnson, the Board voted unanimously to approve advertising for construction bids for the recoating of the exterior of Elevated Storage Tank No. 5.
18. Authorize Advertising for Construction Bids for Exploration Green Detention Pond Phase 1A  
Deferred
- This item was deferred.
19. Authorize Advertising for Construction Bids for Storm Sewer Phase 28 Television Inspections  
Approved
- Mr. Rosenbaum requested Board approval to authorize the solicitation of construction bids for Storm Sewer Phase 28 Television Inspections. This project is included in Bond Issue #35.
- Thereupon, by motion duly made by Director Branch and seconded by Director Johnson, the Board voted unanimously to approve advertising for construction bids for Storm Sewer Phase 28 Television Inspections.
20. Engineer's Report
- Mr. Rosenbaum presented a written status of projects for the Board's review and discussion. (Copy attached hereto as part of these minutes and identified as Exhibit O.)
21. 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 P.)
- Thereupon, by motion duly made by Director Savely and seconded by Director Johnson, the Board voted unanimously to approve the Capital Projects Report in the amount of \$716,852.35.
22. Attorney's Report
- Texas Workforce Commission (TWC) issued a final report on their investigation for Evetier Barron. The report was in favor of the CLCWA due to the former employee's fraudulent conduct.
23. Investment Summary  
Approved
- The Investment Summary ending August 31, 2014 was presented for the Board's approval. (Copy attached hereto as part of these minutes and identified as Exhibit Q.)
- Thereupon, by motion duly made by Director Branch and seconded by Director Morrow, the Board voted unanimously to approve the Investment Summary ending August 31, 2014.
24. General Manager's Report
- Mr. Byrd reported a customer on Pebbleshire (in Middlebrook) has a water main leak under their chimney and air conditioning slab. An easement survey was inconclusive with the easements offsetting, so a second survey is being requested.
- Mr. Byrd received an email from the Harris County Flood Control District (HCFCD). HCFCD is not going to deed the ditches to the Authority. HCFCD will draw up an Interlocal agreement for CLCWA to review and sign.
- CLCWA Company Picnic is on October 18<sup>th</sup>.

25. Old and New Business

President Yoder asked about the status of the Pasadena contracts. The contracts have not been returned.

26. Meeting Adjourned

President Yoder declared the regular meeting adjourned at 9:25 p.m.

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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: November 11, 2014

