



## CLEAR LAKE CITY WATER AUTHORITY

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

August 6, 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 August 9, 2018 for the following purposes:

1. Approve or correct minutes of the July 19, 2018 Regular Meeting;
2. Comments from the floor (5 minute limitation);
3. Consider and act upon water, sewer and drainage service to Clear Lake City Elementary School at 1707 Fairwind;
4. Hear Financial Advisor Report and discuss issuance of Series 2018 \$16,150,000 Unlimited Tax and Revenue Bonds;
5. Consider approving Order Adopting Official Notice of Sale and Bid Form, Authorizing Distribution Thereof and of Preliminary Official Statement, and Authorizing Publication of Notice of Sale;
6. Receive Tax Assessor/Collector Report ending July 31, 2018;
7. Consider and act upon Financial Report ending June 30, 2018;
8. Consider and act upon the Operating Disbursement's Report ending July 31, 2018;
9. Review bids and award construction contract for Elevated Storage Tank No. 6;
10. Review and approve Pay Application No. 8 & Final for Sanitary Sewer Phase 73 Television Inspections;
11. Review and approve Pay Application No. 2 for Exploration Green Detention Facility Phase 2;
12. Authorize the advertising for bids for the Reclaimed Water System;
13. Review and act if necessary upon the Engineer's Report and any matters pertaining to construction contracts;
14. Consider and act upon approval of the Capital Projects Disbursements;

15. Receive and act if necessary upon Attorney's Report;
16. Consider and act upon the Investment Summary ending June 30, 2018;
17. Receive General Manager's Report;
18. 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.

[REDACTED]

Jennifer Morrow  
General Manager  
Clear Lake City Water Authority

(SEAL)



## CLEAR LAKE CITY WATER AUTHORITY

Board of Directors'  
Regular Meeting Minutes  
August 9, 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 August 9, 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 except Mr. John Graf.
- Also present were:
- Mr. Curtis Rodgers, Director of Utilities;  
Mr. Samuel Johnson, Attorney;  
Mr. Bill Rosenbaum, Engineer;  
Ms. Julianne Kugle, Bond Counsel, SK Law;  
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 7/19/2018 Regular Meeting Approved                   Reading of the minutes of the July 19, 2018 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 July 19, 2018 Regular Meeting with adding the word "to" in the last sentence to read: the committee determined that annexation would not be "to" the advantage of the Authority.
  2. Comments from the Floor                   Buffy Downing with the Clear Lake City Community Association (CLCCA) was present and introduced herself. She stated she was elected in May to the Board of Trustees and will be attending the Board meetings.
  3. Water, Sewer and Drainage Service to Clear Lake City Elementary School at 1707 Fairwind Approved                   A request for water, sewer and drainage service to Clear Lake City Elementary School at 1707 Fairwind, 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 Johnson and seconded by Director Morrow, the Board voted unanimously to approve water, sewer and drainage service to Clear Lake City Elementary.
  4. Hear Financial Advisor Report and discuss issuance of Series 2018 \$16.150M Unlimited Tax and Revenue Bonds Deferred                   This item was deferred until the next Board meeting.

5. Consider Approving Order Adopting Official Notice of Sale and Bid Form, Authorizing Distribution Thereof and Preliminary Official Statement, and Authorizing Publication of Notice of Sale  
Deferred

This item was deferred until the next Board meeting.
6. Tax Collector's Report

The Tax Collector's Report ending July 31, 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 C.)
7. Financial Report Ending 6/30/18  
Approved

The Financial Report ending June 30, 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 D.)

Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve the Financial Report ending June 30, 2018.
8. Operating Disbursements Report  
Approved

The Operating Disbursements Report for the period ending July 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 E.)

Thereupon, by motion duly made by Director Johnson and seconded by Director Morrow, the Board voted unanimously to approve the Operating Disbursements Report for the period ending July 31, 2018.
9. Review Bids and Award Contract for Elevated Storage Tank No. 6  
Approved

Mr. Rosenbaum presented bids for Elevated Storage Tank No. 6 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 Authority and identified as Exhibit F.)

Thereupon, by motion duly made by Director Johnson and seconded by Director Morrow, the Board voted unanimously to approve awarding the contract to Landmark Structures I, L.P. with a bid of \$2,467,000.00 and 400 Calendar days.
10. Pay Application No. 8 & Final for Sanitary Sewer Phase 73 Television Inspections  
Approved

Pay Application No. 8 & Final for Sanitary Sewer Phase 73 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 G.)

Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 8 & Final for Sanitary Sewer Phase 73 Television Inspections for CSI Consolidated, LLC for \$27,856.52.
11. Pay Application No. 2 for Exploration Green Detention Facility Phase 2  
Approved

Pay Application No. 2 for Exploration Green Detention Facility Phase 2 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.)

Discussion lead by Mr. Morrow regarding an issue with the City of Houston and permitting for Exploration Green Phase 2 Detention Ponds. City of Houston has notified the Authority that it is concerned Exploration Green Detention Facility Phase 2 violates an airport hazard area regulation. Legal and engineering will work with the City of Houston to try and resolve this issue.

Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 2 for Exploration Green Detention Facility Phase 2 for Triple B Services, LLP. for \$229,947.48.

12. Authorize the Advertising for bids for the Reclaimed Water System  
Deferred

This item was deferred to the September Board meeting.

13. 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 I.)

Discussion regarding the Wastewater Treatment Plant permits.

14. 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 J.)

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 \$383,055.73.

15. Attorney's Report

Mr. Samuel Johnson informed the Board information was received from the title company regarding ownership of the fire line on E. Medical Center Blvd. There are no easements or maintenance records showing Authority ownership. The fire line in question is a private line and all maintenance is the responsibility of the property owners. Mr. Johnson sent a letter to the property owners explaining the fire line is private and must be repaired before water service may resume.

16. Investment Summary  
Approved

The Investment Summary for the period ending June 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 K.)

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 June 30, 2018.

17. General Manager's Report

Mr. Curtis Rodgers discussed a City of Houston meeting he attended with Samuel Johnson regarding the Southeast Transmission Line Replacement. Another meeting is scheduled for August 23, 2018.

Mr. Rodgers asked the Board to approve a request for water, sewer and drainage service to Frost Bank at 1234 Clear Lake City Blvd. The no objection letter was received late in the day from LAN and was not ready in time to add as an agenda item.

After a short discussion, by motion duly made by Director Morrow to approve contingent upon attorney review, and seconded by Director Johnson, the Board voted unanimously to approve water, sewer and drainage service to Frost Bank and ratify at the September meeting.

18. Old and New Business

The September Board meeting will be September 20, 2018 at 7:00 pm.

19. Meeting Adjourned

President Branch declared a recess of the open meeting at 8:17 pm.

After a brief recess, an Executive Session was held from 8:20 pm to 8:42 pm to consult

with the Attorney regarding legal matters.

After Executive Session the open meeting was reconvened at 8:43 pm.

President Branch declared the open meeting adjourned at 8:48 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: 9-20-18