



CLEAR LAKE CITY WATER AUTHORITY

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

February 11, 2019

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 February 14, 2019 for the following purposes:

1. Approve or correct minutes of the January 10, 2019 Regular Meeting;
2. Approve or correct minutes of the January 30, 2019 Special Meeting;
3. Comments from the floor (5 minute limitation);
4. Request for a new TexPool and Wells Fargo bank account for the 2018 \$16,150,000 Bond Sale;
5. Consider and act upon approval of a water meter easement for the proposed Middlebrook Apartments at 15500 Middlebrook;
6. Consider and act upon amended Policy DEV-70 Annexation Requests;
7. Discuss and act upon 6 acre tract requesting annexation and service;
8. Consider and act upon sponsoring Storm Surge Plans Public Event;
9. Receive Tax Assessor/Collector Report ending January 31, 2019;
10. Consider and act upon Financial Report ending December 31, 2018;
11. Consider and act upon the Operating Disbursement's Report ending January 31, 2019;
12. Review and approve Pay Application No. 2 for Elevated Storage Tank No. 6;
13. Review and approve Change Order No. 2 for Sanitary Sewer Phase 72 Rehabilitation;
14. Review and approve Pay Application No. 1 for Sanitary Sewer Phase 78, Part 1 Television Inspection;
15. Review and approve Pay Application No. 5 for Exploration Green Detention Facility Phase 2;

16. Review and approve Change Order No. 1 for the Robert T. Savely Water Reclamation Facility UV Flood Mitigation;
17. Review and approve Pay Application No. 2 and final for the Robert T. Savely Water Reclamation Facility UV Flood Mitigation;
18. Review and act if necessary upon the Engineer's Report and any matters pertaining to construction contracts;
19. Consider and act upon approval of the Capital Projects Disbursements;
20. Receive and act if necessary upon Attorney's Report;
21. Consider and act upon the Investment Summary ending December 31, 2018;
22. Receive General Manager's Report;
23. 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
February 14, 2019

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 February 14, 2019. 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. Nikki Andrus, Recording Secretary;
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 the 1/10/19
Regular Meeting
Approved

Reading of the minutes of the January 10, 2019 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 Johnson, the Board voted unanimously to approve the minutes of the January 10, 2019 Regular Meeting.

2. Minutes of the 1/30/19
Special Meeting
Approved

Reading of the minutes of the January 30, 2019 Special 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 Johnson, the Board voted unanimously to approve the minutes of the January 30, 2019 Special Meeting.

3. Comments from the
Floor

There were no comments.

4. Authorization for new
TexPool and Wells
Fargo Bank Account for
2018 \$16.150 Bond
Sale
Approved

A request was presented to the Board to open a new TexPool and Wells Fargo bank account for the 2018 \$16,150,000 Bond Sale.

Thereupon, by motion duly made by Director Graf and seconded by Director Savely, the Board voted unanimously to approve a new TexPool and Wells Fargo bank account for the 2018 \$16,150,000 Bond Sale.

5. Water Meter Easement for Middlebrook Apartments at 15500 Middlebrook
Approved

A water meter easement for the Middlebrook Apartments at 15500 Middlebrook, 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 Graf, the Board voted unanimously to approve the Water Meter Easement for Middlebrook Apartments.
6. Amendment to Policy DEV-70 Annexation Requests
Deferred

An amendment to policy DEV-70, Annexation Requests, was presented to the Board for review. (A copy of which is on file in the official records of the Authority and identified as Exhibit **C**.)

After a discussion, this item was deferred to March to allow for changes.
7. 6.23 Acre Tract in Taylor Lake Village Requesting Annexation

The owner of a 6.23 acre tract of land in Taylor Lake Village is requesting annexation into the Authority. A long discussion was held with questions about the capacity and issues with the taxes. The attorney will provide a letter to the landowner regarding annexation.
8. Sponsor Storm Surge Plans Public Event
Approved

A request for the Authority to sponsor a Storm Surge Plans Public Event was presented to the Board for approval. After discussion, the Board agreed to sponsor \$100 for the event.

Thereupon, by motion duly made by Director Morrow and seconded by Director Savely, the Board voted unanimously to approve \$100 to sponsor the Storm Surge Plans Public Event.
9. Tax Collector's Report

The Tax Collector's Report ending January 31, 2019 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 **D**.)
10. Financial Report Ending 12/31/18
Approved

The Financial Report ending December 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 **E**.)

Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve the Financial Report ending December 31, 2018.
11. Operating Disbursements Report Ending 1/31/19
Approved

The Operating Disbursements Report for the period ending January 31, 2019 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 Operating Disbursements Report for the period ending January 31, 2019.
12. Pay Application No. 2 for Elevated Storage Tank No. 6
Approved

Pay Application No. 2 for Elevated Storage Tank No. 6 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 Morrow and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 2 for Elevated Storage Tank No. 6 to Landmark Structures I, L.P., for \$132,444.00.

13. Change Order No. 2 for Sanitary Sewer Phase 72 Rehabilitation Approved
- Change Order No. 2 for Sanitary Sewer Phase 72 Rehabilitation 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 **H**.)
- Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve Change Order No. 2 for Sanitary Sewer Phase 72 Rehabilitation for \$17,763.25.
14. Pay Application No. 1 for Sanitary Sewer Phase 78, Part 1 Television Inspection Approved
- Pay Application No. 1 for the Sanitary Sewer Phase 78, Part 1 Television Inspection, 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 **I**.)
- Thereupon, by motion duly made by Director Morrow and seconded by Director Graf, the Board voted unanimously to approve Pay Application No. 1 for Sanitary Sewer Phase 78, Part 1 Television Inspection to the Clear Lake City Water Authority for \$10,970.40.
15. Pay Application No. 5 for Exploration Green Detention Facility Phase 2 Approved
- Pay Application No. 5 for Exploration Green Detention Facility Phase 2 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 **J**.)
- Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 5 for Exploration Green Detention Facility Phase 2 to Triple B Services, LLP for \$317,163.85.
16. Change Order No. 1 for Robert T. Savely Water Reclamation Facility UV Flood Mitigation Approved
- Change Order No. 1 for Robert T. Savely Water Reclamation Facility UV Flood Mitigation 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 **K**.)
- Thereupon, by motion duly made by Director Savely and seconded by Director Morrow, the Board voted unanimously to approve Change Order No. 1 for the Robert T. Savely Water Reclamation Facility UV Flood Mitigation to add 12 calendar days.
17. Pay Application No. 2 for the Robert T. Savely Water Reclamation Facility UV Flood Mitigation Project Approved
- Pay Application No. 2 for the Robert T. Savely Water Reclamation Facility UV Flood Mitigation Project 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 **L**.)
- Thereupon, by motion duly made by Director Savely and seconded by Director Morrow, the Board voted unanimously to approve Pay Application No. 2 for Robert T. Savely Water Reclamation Facility UV Flood Mitigation Project to Glasco UV, LLC for \$58,600.00.
18. 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 reported they are ready to move forward with advertising for bids for Phase 76 Manhole Rehabilitation and Phase 79 Television Inspections.
- Mr. Rosenbaum discussed the valve rehabilitation project to be accelerated due to older valves breaking. The Board asked that he report back in May with the progress.
- Mr. Rosenbaum discussed the Wastewater Treatment Plant and looking at current and future issues and plans. The Board asked for an update by October or sooner.
- Mr. Rosenbaum discussed Exploration Green Phase 3 drainage improvements; and Phase 3B is being revised to reduce peak flows into Horsepen Bayou and Armand Bayou.

Mr. Rosenbaum reported there are some issues with the City of Houston Water Facility plan review. Larry Dunbar will be discussing with the City of Houston.

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 N.)

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 \$642,188.92.

20. Attorney's Report

Nothing to report.

21. Investment Summary Approved

The Investment Summary for the period ending December 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 December 31, 2018.

22. General Manager's Report

Ms. Morrow discussed Exploration Green Phase 2. The trucks changed their route and now having a difficult time on the way back. They are going to try and use Diana Ln. to see how it goes.

Ms. Morrow discussed a leak on Space Center Blvd that should be repaired early next week.

Ms. Morrow reported hearing from Dr. Gullian at U of H Clear Lake and that he is open to moving the Exploration Green tree farm to some land at U of H Clear Lake.

Ms. Morrow discussed a developer is interested in property that is in the South Taylor Lake Village Water Supply Corporation and is willing to put in a new system to CLCWA standards for future operations. They submitted preliminary plans for 99 townhomes and 40,000 sq. ft. of proposed commercial. Different options were discussed regarding capacity issues.

23. Old and New Business

Nothing to discuss.

24. Meeting Adjourned

President Branch declared the meeting adjourned at 9:10 p.m.



President, Board of Directors
CLEAR LAKE CITY WATER AUTHORITY



Secretary, Board of Directors
CLEAR LAKE CITY WATER AUTHORITY

(SEAL)



DATE APPROVED: 2-14-19