

## CLEAR LAKE CITY WATER AUTHORITY

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

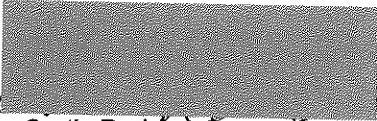
March 10, 2014

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

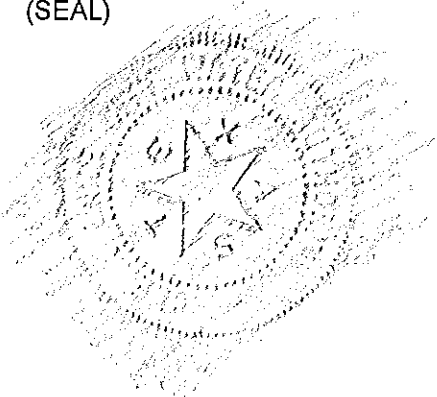
Notice is hereby given that the Board of the Clear Lake City Water Authority will convene in Public Hearing Special Session open to the public at 900 Bay Area Boulevard within such Authority at 7:00 p.m. on March 13, 2014 for the following purpose:

1. Receive any input regarding amendment of land use assumptions, a capital improvements plan, and the imposition of an impact fee;

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'  
Special Session  
Public Hearing Minutes  
March 13, 2014

Special Session

The Board of Directors of the Clear Lake City Water Authority convened in special session for a public hearing open to the public at the regular meeting place in its office at 7:00 p.m. on March 13, 2014. Roll was called of the members:

Quorum Present

Mrs. Gayle Yoder, President;  
Mr. John Branch, Vice President;  
Mr. Robert T. Savely, Secretary;  
Mr. Vince Johnson, Director;  
Mr. Gordon Johnson, Director.

All were present.

Also present were:

Mr. Curtis Rodgers, Director of Utilities;  
Mr. Bill Rosenbaum, Engineer;  
Mr. William Schweinle, Attorney;

(See visitor roster attached hereto as part of these minutes and identified as Exhibit A.)

1. Public Hearing

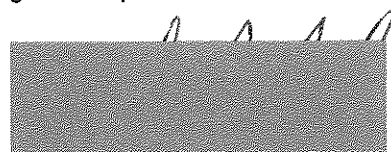
President Yoder stated the purpose of the public hearing is to receive any input regarding amendment of land use assumptions, a capital improvements plan, and the imposition of an impact fee. President Yoder opened the floor to comments or questions at 7:00 p.m.

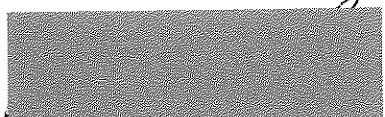
Mr. Rosenbaum explained why the impact fee was set up and its purpose.

There were no public comments or questions.

2. Public Hearing  
Adjourned

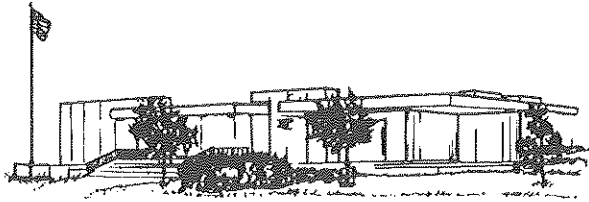
There being no further business to come before the public hearing, Board President Yoder closed the Public Hearing at 7:08 p.m.

  
\_\_\_\_\_  
President, Board of Directors  
CLEAR LAKE CITY WATER AUTHORITY

  
\_\_\_\_\_  
Secretary, Board of Directors  
CLEAR LAKE CITY WATER AUTHORITY

(SEAL)

DATE APPROVED: \_\_\_\_\_



## CLEAR LAKE CITY WATER AUTHORITY

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

March 10, 2014

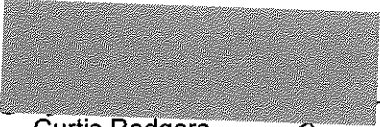
To: All Persons Interested in the Meeting of the Clear Lake City Water Authority Board of Directors:

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 following the Public Hearing at 7:00 p.m., on March 13, 2014 for the following purposes:

1. Approve or correct minutes of the February 6, 2014 Regular Meeting;
2. Comments from the floor (5 minute limitation);
3. Consider and act upon request for water, sewer and drainage service to Clear Creek Community Church at 16743 Diana Lane;
4. Consider approving letter to City of Houston regarding Clear Dorado Tract (Fidelis/Trendmaker) and the creation of Harris County WCID No. 161 as a subdistrict of the Authority;
5. Discuss and act upon the Pasadena Water Supply Contract (El Carey);
6. Discuss and act upon the Pasadena Waste Disposal Contract (El Carey);
7. Consider and act upon annual review of ADM-160;
8. Receive Tax Assessor/Collector Report ending February 28, 2014;
9. Consider and act upon Financial Report ending December 31, 2013;
10. Consider and act upon Financial Report ending January 31, 2014;
11. Consider and act upon the Operating Disbursement's Report ending February 28, 2014;
12. Authorize the advertising for construction bids for Water Phase 6 Rehabilitation;
13. Review and approve Pay Application No. 1 for Sanitary Sewer Phase 57 Rehabilitation;
14. Review and approve Change Order No. 1 for Sanitary Sewer Phase 57 Rehabilitation;
15. Review and approve Pay Application No. 2 for Sanitary Sewer Phase 58 TV Inspections;
16. Review and approve Pay Application No. 2 for Storm Sewer Phase 24 Rehabilitation;

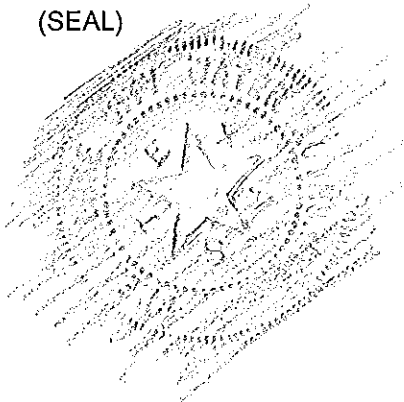
17. Authorize the advertising for construction bids for Storm Sewer Phase 26 Rehabilitation;
18. Review and act upon the Engineer's Report and any matters pertaining to construction contracts;
19. Consider and act upon approval of the Capital Projects Disbursements;
20. Receive and act upon Attorney's Report;
21. Consider and act upon the Investment Summary ending January 31, 2014;
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.



Curtis Rodgers  
Director of Utilities  
Clear Lake City Water Authority

(SEAL)



**CLEAR LAKE CITY WATER AUTHORITY**  
Board of Directors'  
Regular Meeting Minutes  
March 13, 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 7:08 p.m. on March 13, 2014. Roll was called of the members:
- Quorum Present                    Mrs. Gayle Yoder, President;  
Mr. John Branch, Vice President;  
Mr. Robert T. Savely, Secretary;  
Mr. Vince Johnson, Director;  
Mr. Gordon Johnson, Director.
- All were present.
- Also present were:
- Mr. Curtis Rodgers, Director of Utilities;  
Mr. Bill Rosenbaum, Engineer;  
Mr. William Schweinle, Attorney;
- (See visitor roster attached hereto as part of these minutes and identified as Exhibit A.)
1. Minutes of 2/06/2014            Reading of the minutes of the February 6, 2014 Regular Meeting was waived due to  
Regular Meeting,                    all Directors having received copies prior to the meeting.  
**Approved**
- Thereupon, by motion duly made by Director Branch and seconded by Director G. Johnson, the Board voted unanimously to approve the minutes for the February 6, 2014 meeting.
2. Comments from the            Pat Yokubaitis, 2333 Ramada Dr., came before the Board to request a credit of  
Floor                                    \$230.75 on her water bill due to a leak. She stated the "technician" notified the office of a leak but she was not notified. She felt the guidelines for notifying customers on water leaks need to be reviewed. The Board stated they have to follow Policy and requested Mr. Rodgers to look into what happened.
- Barbara Schwartz, 2239 Broadlawn, came before the Board to discuss her displeasure in how she was treated when she called about a check she had mailed but CLCWA did not receive. She also requested the Board to waive the late fee of \$3.20. The Board stated they have to follow Policy and denied her request and asked Mr. Rodgers to investigate the complaint.
- Todd McIntosh, Space Center Automotive, asked the Board to consider a waiver from the Detention Policy for 1.7 acre tract of land at Space Center and Falcon Pass that he is considering to purchase.
3. Water, Sewer and                A request for water, sewer and drainage service to Clear Creek Community Church at  
Drainage Service to                16743 Diana Lane was presented to the Board for review and approval. (Copy  
Clear Creek                            attached hereto as part of these minutes and identified as Exhibit B.)  
Community Church at  
16743 Diana,  
**Approved**
- Thereupon, by motion duly made by Director Savely and seconded by Director V. Johnson, the Board voted unanimously to approve the water, sewer and drainage service to Clear Creek Community Church at 16743 Diana Lane, subject to approval of the Financial Statement by Attorney William Schweinle.

4. Letter to City of Houston Regarding Clear Dorado Tract and Creation of Harris Co. WCID # 161,  
**Approved**

A letter to City of Houston regarding Clear Dorado Tract (Fidelis/Trendmaker) and the creation of Harris County WCID No. 161 as a subdistrict of the Authority was presented to the Board for approval. (Copy attached hereto as part of these minutes and identified as Exhibit C.)

Thereupon, by motion duly made by Director Savely and seconded by Director Branch, the Board voted unanimously to approve the letter to the City of Houston regarding the Clear Dorado tract and the creation of Harris County WCID # 161. The letter is in connection with the Drainage Participation Agreement between CLCWA and City of Houston.
5. Pasadena Water Supply Contract (El Carey),  
**Deferred**

This item was deferred.
6. Pasadena Waste Disposal Contract (El Carey),  
**Deferred**

This item was deferred.
7. Annual Review of ADM-160,  
**Deferred**

A copy of Policy ADM-160 was presented to the Board for an annual review.

Thereupon, by motion duly made by Director Savely and seconded by Director V. Johnson, the Board voted unanimously to defer this item and to request the Auditors to review the investment portion of the policy.
8. Tax Collector Report Received

Ms. Cumming presented a report of taxes collected and taxes outstanding as of February 28, 2014 for the Board's review. (Copy attached hereto as part of these minutes and identified as Exhibit D.)
9. Financial Report  
**Approved**

The Financial Report ending December 31, 2013 was presented for the Board's approval. (Copy attached hereto as part of these minutes and identified as Exhibit E.)

Thereupon, by motion duly made by Director Branch and seconded by Director V. Johnson, the Board voted unanimously to approve the Financial Report ending December 31, 2013.
10. Financial Report  
**Approved**

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

Thereupon, by motion duly made by Director Savely and seconded by Director G. Johnson, the Board voted unanimously to approve the Financial Report ending January 31, 2014.
11. Operating Disbursement's Report  
**Approved**

The Operating Disbursements Report ending February 28, 2014 was presented for the Board's approval. (Copy attached hereto as part of these minutes and identified as Exhibit G.)

Thereupon, by motion duly made by Director Savely and seconded by Director G. Johnson, the Board voted unanimously to approve the Operating Disbursements Report ending February 28, 2014.

12. Authorize Advertising for Construction Bids for Water Phase 6 Rehabilitation,  
**Approved**
- Mr. Rosenbaum requested Board approval to authorize advertising for construction bids for Water Phase 6 Rehabilitation; funding will come from Bond Issue 35.
- Thereupon, by motion duly made by Director Savely and seconded by Director Branch, the Board voted unanimously to approve advertising for construction bids for Water Phase 6 Rehabilitation.
13. Pay Application No. 1 for Sanitary Sewer Phase 57 Rehabilitation  
**Approved**
- Mr. Rosenbaum presented Pay Application No. 1 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 H.)
- Thereupon, by motion duly made by Director Savely and seconded by Director G. Johnson, the Board voted unanimously to approve Pay Application No. 1 for PM Construction & Rehab, LLC in the amount of \$60,015.15.
14. Changer Order No. 1 for Sanitary Sewer Phase 57 Rehabilitation,  
**Approved**
- Mr. Rosenbaum presented Changer Order No. 1 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 I.)
- Thereupon, by motion duly made by Director Savely and seconded by Director V. Johnson, the Board voted unanimously to approve Changer Order No. 1 for PM Construction & Rehab. LLC for \$8,160.00.
15. Pay Application No. 2 for Sanitary Sewer Phase 58 TV Inspections,  
**Approved**
- Mr. Rosenbaum presented Pay Application No. 2 for Sanitary Sewer Phase 58 TV Inspections 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 Savely and seconded by Director G. Johnson, the Board voted unanimously to approve Pay Application No. 2 for Midwest Trenchless Technologies, Inc. for \$36,737.43.
16. Pay Application No. 2 for Storm Sewer Phase 24 Rehabilitation,  
**Approved**
- Mr. Rosenbaum presented Pay Application No. 2 for Storm Sewer Phase 24 Rehabilitation for the Board's review. (Copy attached hereto as part of these minutes and identified as Exhibit K.)
- Thereupon, by motion duly made by Director V. Johnson and seconded by Director Branch, the Board voted unanimously to approve Pay Application No. 2 for R. L. Utilities, Inc. for \$73,273.50.
17. Authorize Advertising for Construction bids for Storm Sewer Phase 26 Rehabilitation,  
**Approved**
- Mr. Rosenbaum requested Board approval to authorize advertising for construction bids for Storm Sewer Phase 26 Rehabilitation; funding will come from Bond Issue 35.
- Thereupon, by motion duly made by Director Savely and seconded by Director G. Johnson, the Board voted unanimously to approve advertising for construction bids for Storm Sewer Phase 26 Rehabilitation.
18. 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 L.)
19. 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 M.)
- Thereupon, by motion duly made by Director Savely and seconded by Director Branch, the Board voted unanimously to approve the Capital Projects Report in the amount of \$341,683.35.

20. Attorney's Report Mr. Schweinle updated the Board on an ongoing dispute with Texas Workforce Commission involving a terminated employee where they are seeking reimbursement.

21. Investment Summary, Approved The Investment Summary ending January 31, 2014 was presented for the Board's approval. (Copy attached hereto as part of these minutes and identified as Exhibit N.) Thereupon, by motion duly made by Director Savely and seconded by Director V. Johnson, the Board voted unanimously to approve the Investment Summary ending January 31, 2014.

22. General Manager's Report In the absence of Mr. James Byrd, Mr. Curtis Rodgers, Director of Utilities, gave the General Manager's Report. Mr. Rodgers gave the following report:
• National Metering Services has begun to replace the skipped meters and doing the Site survey in Phase I.
• The contractor has begun to install the force main for the Reserve at Clear Lake.
• A new 48" water line is being considered for Hwy 3 by the South East Water Purification Plant participants.
• City of Houston is working to repair/replace the catch basins within CLCWA per the Drainage Agreement.
• Plans are being made for a head trauma center at 110 Medical Center Blvd, behind EPO Computers. EPO's building will be demolished and the property will be used as the entrance.

23. Old and New Business Director Vince Johnson requested that Charles E. Howard's letter giving his analysis & study of the master plan for the "Old Golf Course" to be part of record. (Copy attached hereto as part of these minutes and identified as Exhibit O.) Director Vince Johnson mentioned that Mayor Keeney of Taylor Lake Village suggested that homeowners should contact a plumber if smoke enters their home when pipes are being smoke tested.

24. Meeting Adjourned President Yoder declared the regular meeting adjourned at 9:18 p.m.

[Redacted Signature]
President, Board of Directors
CLEAR LAKE CITY WATER AUTHORITY

[Redacted Signature]
Secretary, Board of Directors
CLEAR LAKE CITY WATER AUTHORITY (SEAL)

DATE APPROVED: \_\_\_\_\_