

CLEAR LAKE CITY WATER AUTHORITY

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

May 5, 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 at 7:00 p.m. on May 8, 2014 for the following purposes:

1. Approve or correct minutes of the April 10, 2014 Regular Meeting;
2. Approve or correct minutes of the April 16, 2014 Special Meeting;
3. Comments from the floor (5 minute limitation);
4. Consider and act upon setting a date and time to Canvass the May 2014 Director's Election;
5. Consider and act upon approving Order Evidencing Review of Land Use Assumptions, Capital Improvements Plan and Impact Fee; and Adopting Amendments Thereto;
6. Consider and act upon approving Order Adding Land and Redefining Boundaries of the Authority;
7. Consider and act upon approving Amendment of Notice to Purchasers and Sellers;
8. Receive Tax Assessor/Collector Report ending April 30, 2014;
9. Consider and act upon Financial Report ending March 31, 2014;
10. Consider and act upon the Operating Disbursement's Report ending April 30, 2014;
11. Review and approve Pay Application No. 7 for Water Meter Replacement Program;
12. Review and approve Pay Application No. 3 for Sanitary Sewer Phase 57 Rehabilitation;
13. Review and approve Change Order No. 2 for Sanitary Sewer Phase 57 Rehabilitation;
14. Review and approve Pay Application No. 4 for Sanitary Sewer Phase 58 Television Inspections;
15. Review and approve Pay Application No. 2 for Sanitary Sewer Phase 59 Manhole Rehabilitation;
16. Review and approve Change Order No. 1 for Sanitary Sewer Phase 59 Manhole Rehabilitation;
17. Review and approve Pay Application No. 5 & Final for Lift Station No. 1 Rehabilitation;

18. Review and approve Pay Application No. 3 for Lift Station No. 12 Rehabilitation;
19. Authorization to advertise for Lift Station No. 19 Rehabilitation;
20. Review and approve Pay Application No. 4 for Storm Sewer Phase 24 Rehabilitation;
21. Review and approve Pay Application No. 1 for Storm Sewer Phase 25 Rehabilitation;
22. Authorization to solicit construction bids for Ditch N 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 March 31, 2014;
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.



Curtis Rodgers
Director of Utilities
Clear Lake City Water Authority

(SEAL)

Agenda Item 2 Revised

CLEAR LAKE CITY WATER AUTHORITY
Board of Directors'
Regular Meeting Minutes
May 8, 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 7:01 p.m. on May 8, 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 except Mr. Robert Savely.
- Also present were:
- Mr. James Byrd, General Manager;
 Mr. Curtis Rodgers, Director of Utilities;
 Mr. Bill Rosenbaum, Engineer;
 Mr. William Schweinle, Attorney;
 Ms. Julianne Kugle, Bond Attorney;
- (See visitor roster attached hereto as part of these minutes and identified as Exhibit A.)
- In the absence of Director Savely, Director G. Johnson was appointed as secretary.
1. Minutes of 4/10/14 Reading of the minutes of the April 10, 2014 Regular Meeting was waived due to all
Regular Meeting Directors having received copies prior to the meeting.
Approved Thereupon, by motion duly made by Director Branch and seconded by Director V. Johnson, the Board voted unanimously to approve the minutes for the April 10, 2014 Regular Meeting.
2. Minutes of 4/16/14 Item was deferred.
Special Meeting
Deferred
3. Comments from the Resident Deborah Elliot of 1515 Seagate was present and asked the Board to waive
Floor the past due late charge. The bill she received in March was misread and had to be corrected. Then a few days later the meter was changed out with the new meter program. Ms. Elliot sent the payment on March 24th in plenty of time. The Board agreed this is an unusual situation and agreed to remove the penalty.

Residents Tom and Sarah Brough of 4222 Cedar Ridge Trail in Pinebrook were present and addressed the Board. Some of the sidewalks had to be replaced and a manhole was discovered under the sidewalk. Before she could tell the contractor not to pour the concrete he already had. Mr. & Mrs. Brough requested reimbursement for the cost of the repairs and also requested a new manhole cover to replace the rusted one. General Manager James Byrd recommended to the Board to reimburse for the concrete around the manhole and also to replace the rusted manhole cover. The Board agreed unanimously.

- 4. Set Date to Canvass the 5/10/14 Director's Election
Approved

A request to set a date and time to canvass the May 10, 2014 Director's Election was presented to the Board.

Thereupon, by motion duly made by Director Branch and seconded by Director G. Johnson, the Board voted to set the date to canvass the May 10, 2014 Director's Election on May 14, 2014 at 7:00 pm. (Additional Note: This date had to be moved to May 20, 2014 because Harris County required 7 days to determine eligibility on several provisional voters).

- 5. Order Evidencing Review of Land Use Assumptions, Capital Improvements Plan and Impact Fee and Order Adopting Amendments
Approved

An Order Evidencing Review of Land Use Assumptions, Capital Improvements Plan and Impact Fee; and Adopting Amendments was presented to the Board for review and approval. (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 V. Johnson, the Board voted unanimously to approve the Order Evidencing Review of Land Use Assumptions, Capital Improvements Plan and Impact Fee; and Adopting Amendments.

- 6. Order Adding Land and Redefining Boundaries of the Authority for 149.84 Acres, Located In WCID #161
Approved

An Order Adding Land and Redefining Boundaries of the Authority was presented to the Board for review and approval for 149.84 acres, located in WCID #161. (Copy attached hereto as part of these minutes and identified as Exhibit D.)

Thereupon, by motion duly made by Director Branch and seconded by Director V. Johnson, the Board voted unanimously to approve the Order Adding Land and Redefining Boundaries of the Authority.

- 7. Amendment of Notice to Purchasers and Sellers
Deferred

Item was deferred.

- 8. Tax Collector Report Received

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

- 9. Financial Report
Approved

The Financial Report ending March 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 Branch and seconded by Director G. Johnson, the Board voted unanimously to approve the Financial Report ending March 31, 2014.

10. Operating Disbursements Report Approved

The Operating Disbursements Report ending April 30, 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 Branch and seconded by Director G. Johnson, the Board voted unanimously to approve the Operating Disbursements Report ending April 30, 2014.

11. Pay Application No. 7 for Water Meter Replacement Program Approved

Mr. Rosenbaum presented Pay Application No. 7 for Water Meter Replacement Program 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 Branch and seconded by Director G. Johnson, the Board voted unanimously to approve Pay Application No. 7 for National Metering Service, Inc. for \$285,276.32.

12. Pay Application No. 3 for Sanitary Sewer Phase 57 Rehabilitation Approved

Mr. Rosenbaum presented Pay Application No. 3 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 Branch and seconded by Director G. Johnson, the Board voted unanimously to approve Pay Application No. 3 for PM Construction & Rehab, LLC, for \$70,217.10.

13. Change Order No. 2 for Sanitary Sewer Phase 57 Rehabilitation Approved

Mr. Rosenbaum presented Change Order No. 2 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 J.)

Thereupon, by motion duly made by Director Branch and seconded by Director G. Johnson, the Board voted unanimously to approve Change Order No. 2 for PM Construction & Rehab, LLC, for \$1,500.00 and no increase in calendar days.

14. Pay Application No. 4 for Sanitary Sewer Phase 58 TV Inspections Approved

Mr. Rosenbaum presented Pay Application No. 4 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 K.)

Thereupon, by motion duly made by Director Branch and seconded by Director G. Johnson, the Board voted unanimously to approve Pay Application No. 4 for Midwest Trenchless Technologies, Inc., for \$43,168.36.

15. Pay Application No. 2 for Sanitary Sewer Phase 59 Manhole Rehabilitation Approved

Mr. Rosenbaum presented Pay Application No. 2 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 L.)

Thereupon, by motion duly made by Director Branch and seconded by Director G. Johnson, the Board voted unanimously to approve Pay Application No. 2 for Standard Cement Materials, Inc., for \$46,222.20.

16. Change Order No. 1 for Sanitary Sewer Phase 59 Manhole Rehabilitation Approved

Mr. Rosenbaum presented Change Order No. 1 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 Branch and seconded by Director G. Johnson, the Board voted unanimously to approve Change Order No. 1 for Standard Cement Materials, Inc., for \$400.00 and to allow 26 additional calendar days for job completion.

17. Pay Application No. 5 & Final for Lift Station No. 1 Rehabilitation
Approved
- Mr. Rosenbaum presented Pay Application No. 5 & Final for Lift Station No. 1 Rehabilitation for the Board's review and approval. (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 G. Johnson, the Board voted unanimously to approve Pay Application No. 5 & Final for Project Management Group, LLC, for \$24,307.70.
18. Pay Application No. 3 for Lift Station No. 12 Rehabilitation
Approved
- Mr. Rosenbaum presented Pay Application No. 3 for Lift Station No. 12 Rehabilitation for the Board's review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit O.)
- Thereupon, by motion duly made by Director Branch and seconded by Director G. Johnson, the Board voted unanimously to approve Pay Application No. 3 for Tartob Commercial Services, LLC, for \$46,980.00.
19. Authorize Advertising for Construction Bids for Lift Station 19 Rehabilitation
Approved
- Mr. Rosenbaum requested Board approval to authorize advertising for construction bids for Lift Station No. 19 Rehabilitation. This project is included in Bond Issue #35.
- Thereupon, by motion duly made by Director Branch and seconded by Director G. Johnson, the Board voted unanimously to approve advertising construction bids for Lift Station No. 19 Rehabilitation.
20. Pay Application No. 4 for Storm Sewer Phase 24 Rehabilitation
Approved
- Mr. Rosenbaum presented Pay Application No. 4 for Storm Sewer Phase 24 Rehabilitation for the Board's review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit P.)
- Thereupon, by motion duly made by Director Branch and seconded by Director G. Johnson, the Board voted unanimously to approve Pay Application No. 4 for R.L. Utilities, Inc., for \$10,336.50.
21. Pay Application No. 1 for Storm Sewer Phase 25 Rehabilitation
Approved
- Mr. Rosenbaum presented Pay Application No. 1 for Storm Sewer Phase 25 Rehabilitation for the Board's review and 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 G. Johnson, the Board voted unanimously to approve Pay Application No. 1 for National Power Rodding Corp., for \$51,064.15.
22. Authorization to Solicit Construction Bids for Ditch N Rehabilitation
- Mr. Rosenbaum requested Board approval to authorize the solicitation of construction bids for Ditch N Rehabilitation. This will be to repair the dam structure and is estimated to cost under \$75,000.
- Thereupon, by motion duly made by Director Branch and seconded by Director G. Johnson, the Board voted unanimously to approve soliciting construction bids for Ditch N Rehabilitation.
23. 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 R.)
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 S.)
- Thereupon, by motion duly made by Director Branch and seconded by Director G. Johnson, the Board voted unanimously to approve the Capital Projects Report in the amount of \$482,131.16.

25. Attorney's Report

Mr. Schweinle requested Executive Session to consult with the attorney and to discuss the Texas Workforce Commission personnel issue regarding E. Barron

26. Investment Summary Approved

The Investment Summary ending March 31, 2014 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 Branch and seconded by Director G. Johnson, the Board voted unanimously to approve the Investment Summary ending March 31, 2014.

27. General Manager's Report

Mr. Byrd updated the Board concerning the contract dispute with National Metering Service (NMS). An agreement has been reached and there is now a cap on the Change Order amount.

Mr. Byrd informed the Board that surveyors are scheduled for next week so we can get a current and accurate survey of the Brookgreen at Brookford sanitary sewer main line issue in Middlebrook.

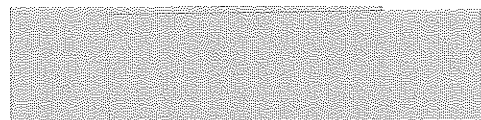
Mr. Byrd reported on the City of Houston replacement of the 42" line parallel to Hwy 3. The cost will be split among the Co-Participant entities and CLCWA's portion is projected to be approximately \$7 million. The line size will increase from a 42" to a 48". The proposed route approved by the Co-Participants is from Nasa Pkwy, down El Camino Real to Clear Lake City Blvd., then to the Southeast Water Purification Plant in Pasadena.

28. Old and New Business

Mrs. Yoder presented Director Vince Johnson with a plaque and thanked him for his 12 years of service on the Board. Several members around the table expressed their appreciation and admiration for the work Director V. Johnson has done.

29. Meeting Adjourned

President Yoder declared the regular meeting adjourned at 8:12 p.m.



President, Board of Directors
CLEAR LAKE CITY WATER AUTHORITY



Secretary, Board of Directors
CLEAR LAKE CITY WATER AUTHORITY

(SEAL)

DATE APPROVED: 6/12/14