

CLEAR LAKE CITY WATER AUTHORITY

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

May 6, 2013

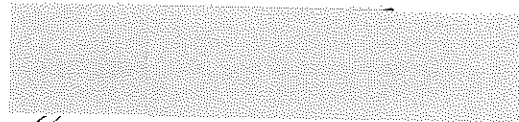
To: All Persons Interested in the Meeting of the Clear Lake City Water Authority Board of Directors:

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 9, 2013 for the following purposes:

1. Approve or correct minutes of the April 11, 2013 Regular Meeting;
2. Approve or correct minutes of the March 21, 2013 Impact Fee Meeting;
3. Comments from the floor (5 minute limitation);
4. Consider and act upon request for service to Skin Essentials Med Spa & Hair Salon located at 11464 Space Center Blvd;
5. Ratify item #26 from the April 11, 2013 meeting for Water System Phase 4 Rehabilitation Advertisement;
6. Consider an act upon 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 for \$4,380,000 Bond Sale for Automatic Meter Replacement Project;
7. Consider and act upon approving a new Texpool bank account and Wells Fargo bank account for the \$4,380,000 Bond Sale for Automatic Meter Replacement Project;
8. Receive Tax Assessor/Collector Report ending April 30, 2013;
9. Consider and act upon Financial Report ending March 31, 2013;
10. Consider and act upon the Operating Disbursement's Report ending April 30, 2013;
11. Receive bids and award the construction contract for Water System Phase 4 Rehabilitation;
12. Review and approve Change Order No. 1 for Water System Phase 5 Rehabilitation;
13. Review and approve Pay Application No. 2 & Final for Water System Phase 5 Rehabilitation;
14. Review and approve Pay Application No. 4 for Water Plant No. 4 Interior and Exterior Recoating and Site Improvements;
15. Review and approve Pay Application No. 8 & Final for the Sanitary Sewer Phase 53 Television Inspections;

16. Review and approve Pay Application No. 3 for Sanitary Sewer Phase 54 Manhole Rehabilitation;
17. Review and approve Pay Application No. 2 for Sanitary Sewer Phase 56 TV Inspections;
18. Review and approve Pay Application No. 2 for Lift Station No. 1 Rehabilitation;
19. Review and approve Pay Application No. 3 & Final for the Storm Sewer Phase 22 Rehabilitation;
20. Review and approve Pay Application No. 2 for the Storm Sewer Phase 23 Rehabilitation;
21. Review and act upon the Engineer's Report and any matters pertaining to construction contracts;
22. Consider and act upon approval of the Capital Projects Disbursements;
23. Receive and act upon Attorney's Report;
24. Consider and act upon the Investment Summary ending March 31, 2013;
25. Receive General Manager's Report;
26. 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
May 9, 2013

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 May 9, 2013. Roll was called of the members:

Quorum Present Ms. 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 Ms. Gayle Yoder. In her absence, Mr. John Branch was appointed to conduct the meeting.

Also present were:

James Byrd, General Manager;
Bill Rosenbaum, Engineer;
William Schweinle, Attorney;
Julianne Kugle, Attorney;
Jan Bartholomew, Financial Advisor;

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

1. Minutes of 04/11/13
Regular Meeting
Approved Reading of the minutes of the April 11, 2013 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 V. Johnson, the Board voted unanimously to approve the minutes for the April 11, 2013 meeting.

2. Minutes of 03/21/13
Impact Fee Meeting
Approved Reading of the minutes of the March 21, 2013 meeting was waived due to all Directors having received copies prior to the meeting.

Thereupon, by motion duly made by Director V. Johnson and seconded by Director Savely, the Board voted unanimously to approve the minutes for the March 21, 2013 meeting.

3. Comments from the
Floor None.

4. Water, Sewer, and
Stormwater Drainage
Lines Service to Skin
Essentials Med Spa &
Hair Salon at 11464
Space Center Blvd.
Approved A request for service for water, sewer and stormwater drainage lines for the development of Skin Essentials Med Spa & Hair Salon located at 11464 Space Center Blvd. was presented to the Board for review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit B.)

By motion duly made by Director Savely and seconded by Director V. Johnson, the Board voted unanimously to approve the water, sewer and stormwater drainage lines service to Skin Essentials Med Spa & Hair Salon.

5. Ratify Item #26 from the April 11, 2013 meeting Authorizing Advertising for the Water System Phase 4 Rehabilitation
Approved

Ratify from the April 11, 2013 meeting to authorize the advertising for construction bids for Water System Phase 4 Rehabilitation.

By motion duly made by Director Savely and seconded by Director G. Johnson, the Board voted unanimously to approve the ratification authorizing advertising for construction bids for Water System Phase 4 Rehabilitation.

6. Order Adopting Official Notice of Sale and Bid Form, Authorizing Distribution Thereof and of Preliminary Official Statement, & Authorizing Publication of Notice of Sale for \$4.380 Bond Sale for Automatic Meter Replacement Project
Approved

An Order Adopting Official Notice of Sale and Bid Form Authorizing Distribution and Preliminary Official Statement for Series 2013 Bonds (\$4.380M) was presented to the Board for approval. This Bond Sale is for the Automatic Meter Replacement Project.

(Copy attached hereto as part of these minutes and identified as Exhibit C.)

Thereupon, by motion duly made by Director V. Johnson and seconded by Director G. Johnson, the Board voted unanimously to approve Order Adopting Official Notice of Sale and Bid Form, Authorizing Distribution Thereof and of Preliminary Official Statement, and Authorizing Publication of Notice of Sale for \$4,380,000 Bond Sale for the Automatic Meter Replacement Project.

7. New TexPool Bank Account and Wells Fargo Bank Account for the \$4.380M Bond Sale for Automatic Meter Replacement Project
Approved

A request to open a new bank account at TexPool and Wells Fargo Bank for the \$4.380M Bond Sale for the Automatic Meter Replacement Project was presented to the Board for 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 G. Johnson, the Board voted unanimously to approve the new TexPool and Wells Fargo bank accounts for the \$4.380M Bond Sale for the Automatic Meter Replacement Project.

8. Tax Collector Report Received

Ms. Cumming presented a report of taxes collected and taxes outstanding as of April 30, 2013 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, 2013 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 March 31, 2013.

10. Operating Disbursements Report Approved

The Operating Disbursements Report ending April 30, 2013 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 April 30, 2013.

11. Award Construction Contract for Water System Phase 4 Rehabilitation
Approved

Mr. Rosenbaum presented bids received for the Water System Phase 4 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 awarding the contract to the low bidder pursuant to the Engineer's recommendation for Alcott, Inc. dba TCH, with a bid

of \$185,136.00 and 60 calendar days.

- 12. Change Order No. 1 for Water System Phase 5 Rehabilitation
Approved

Mr. Rosenbaum presented Change Order No. 1 for Water System Phase 5 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 Change Order No. 1 for Alcott, Inc. dba TCH for reduction in contract of \$4,915.00.

- 13. Pay Application No. 2 & Final for Water System Phase 5 Rehabilitation
Approved

Mr. Rosenbaum presented Pay Application No. 2 & Final for Water System Phase 5 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 Savely and seconded by Director V. Johnson the Board voted unanimously to approve Pay Application No. 2 & Final for Alcott, Inc. dba TCH for \$34,042.30.

- 14. Pay Application No. 4 for Water Plant No. 4 Interior and Exterior Recoating and Site Improvements
Approved

Mr. Rosenbaum presented Pay Application No. 4 for Water Plant No. 4 Interior and Exterior Recoating and Site Improvements 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 V. Johnson and seconded by Director G. Johnson, the Board voted unanimously to approve Pay Application No. 4 for Blastco Texas, Inc. for \$10,080.00.

- 15. Pay Application No. 8 & Final for Sanitary Sewer Phase 53 Television Inspections
Approved

Mr. Rosenbaum presented Pay Application No. 8 & Final for Sanitary Sewer Phase 53 Television Inspections 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 G. Johnson and seconded by Director V. Johnson the Board voted unanimously to approve Pay Application No. 8 & Final for AAA Flexible Pipe Cleaning Company, Inc. for \$54,978.00.

- 16. Pay Application No. 3 for Sanitary Sewer Phase 54 Manhole Rehabilitation
Approved

Mr. Rosenbaum presented Pay Application No. 3 for Sanitary Sewer Phase 54 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 G. Johnson the Board voted unanimously to approve Pay Application No. 3 for CDC Unlimited, LLC for \$40,284.00.

- 17. Pay Application No. 2 for Sanitary Sewer Phase 56 TV Inspections
Approved

Mr. Rosenbaum presented Pay Application No. 2 for Sanitary Sewer Phase 56 TV Inspections 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 G. Johnson, the Board voted unanimously to approve Pay Application No. 2 for National Works, Inc. for \$39,218.63.

- 18. Pay Application No. 2 for Lift Station No. 1 Rehabilitation
Approved

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

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 PMG-Project Management Group, LLC for \$55,948.50.

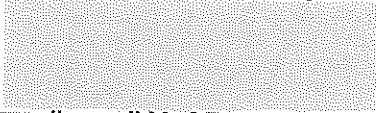
19. Pay Application No. 3 & Final for Storm Sewer Phase 22 Rehabilitation
Approved
- Mr. Rosenbaum presented Pay Application No. 3 & Final for Storm Sewer Phase 22 Rehabilitation for the Board's review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit P.)
- Thereupon, by motion duly made by Director Savely and seconded by Director G. Johnson, the Board voted unanimously to approve Change Order No. 3 & Final for power Rodding Corporation for \$99,129.72.
20. Pay Application No. 2 for Storm Sewer Phase 23 Rehabilitation
Approved
- Mr. Rosenbaum presented Pay Application No. 2 for Storm Sewer Phase 23 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 V. Johnson and seconded by Director G. Johnson, the Board voted unanimously to approve Pay Application No. 2 for R.L. Utilities, Inc. for \$17,878.50.
21. 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.)
22. 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 G. Johnson and seconded by Director V. Johnson, the Board voted unanimously to approve the Capital Projects Report in the amount of \$507,865.35.
23. Attorney's Report
- Discussion among Julianne Kugle, William Schweinle and Directors regarding Rosenbaum's Status Summary Report. (Copy attached hereto as part of these minutes and identified as Exhibit T.)
24. Investment Summary
Approved
- The Investment Summary ending March 31, 2013 was presented for the Board's approval. (Copy attached hereto as part of these minutes and identified as Exhibit U.)
- Thereupon, by motion duly made by Director G. Johnson and seconded by Director Savely, the Board voted unanimously to approve the Investment Summary ending March 31, 2013.
25. General Manager's Report
- Mr. Byrd reported that at the OAC Meeting it was announced the 42nd line down Highway 3 will have to re-routed. Texas Dept. of Transportation has plans to widen Hwy 3. The OAC is looking at other possible routes. This cannot be paid for out of contingency fund because it is for capital expenditures and this project is considered operating and maintenance (O&M).
- Mr. Byrd advised the Board that the HGAC Bacteriological Implementation Group is lowering discharge levels for bacteria for Armand Bayou. He expects to have more information at next Board meeting.
- Mr. Byrd reported the City of Houston fixed a storm sewer inlet at Bay Area and Space Center Blvd. citing it was a public hazard. Lauren Doak with Councilmember Dave Martin's office was involved. The City of Houston advised that they fixed that one but it is the only one they will fix.
- A pre-construction meeting with National Metering Service was recently held. The contractor has a plan in place for customer notification and seems very organized and experienced. A meeting with technical side is tentatively scheduled for the second week in June. CLCWA employee David Rodgers assigned to inspect project.

26. Old and New Business

Vice President Branch commended CLCWA employee Aldo Ibarra. On a Sunday afternoon Mr. Ibarra was called out to check the Bay Area Museum for no water. Director Branch thanked the weekend staff for their professionalism, quick response, and being in uniform on a weekend afternoon.

27. Meeting Adjourned

Vice President Branch declared the regular meeting adjourned at 8:24 p.m.

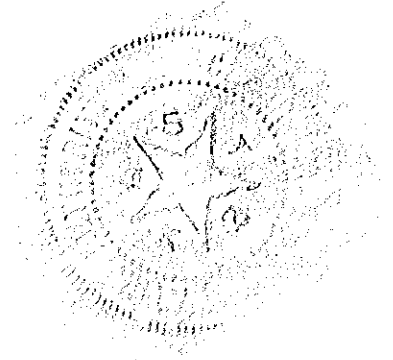


President, Board of Directors
CLEAR LAKE CITY WATER AUTHORITY



Secretary, Board of Directors
CLEAR LAKE CITY WATER AUTHORITY

(SEAL)



DATE APPROVED: June 13, 2013