

CLEAR LAKE CITY WATER AUTHORITY

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

October 7, 2013

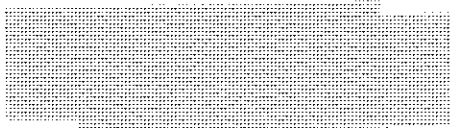
To: All Persons Interested in the Meeting of the Clear Lake City Water Authority Board of Directors:

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 October 10, 2013 for the following purposes:

1. Approve or correct minutes of the September 12, 2013 Regular Meeting;
2. Approve or correct minutes of the September 26, 2013 Special Meeting;
3. Approve or correct minutes of the September 19, 2013 Impact Fee Committee Meeting;
4. Comments from the floor (5 minute limitation);
5. Consider and act upon request for water, sewer, and drainage service to Chevron, located at 2395 Clear Lake City Blvd. and Space Center Blvd.;
6. Consider and act upon request for water, sewer, and drainage service to a storage facility, located at 650 Bay Area Blvd. and Feathercraft;
7. Receive Tax Assessor/Collector Report ending September 30, 2013;
8. Consider and act upon Financial Report ending August 31, 2013;
9. Consider and act upon the Operating Disbursement's Report ending September 30, 2013;
10. Review and approve Pay Application No. 1 for Water System Phase 2 Rehabilitation;
11. Review and approve Pay Application No. 4 for Sanitary Sewer Phase 55 Rehabilitation;
12. Review bids and award the construction contract for Sanitary Sewer Phase 58 TV Inspection;
13. Authorize the advertising for construction bids for Sanitary Sewer Phase 59 Manhole Rehabilitation;
14. Review bids for Lift Station No. 4 Rehabilitation, consider options, accept or reject bids;
15. Review and approve Pay Application No. 1 for Lift Station No. 27 Rehabilitation;
16. Authorize the advertising for construction bids for Storm Sewer Phase 24 Rehabilitation;
17. Review and act upon the Engineer's Report and any matters pertaining to construction contracts;

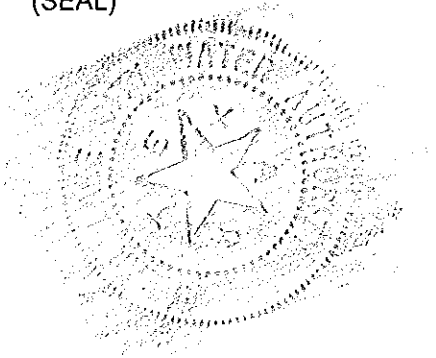
18. Consider and act upon approval of the Capital Projects Disbursements;
19. Receive and act upon Attorney's Report;
20. Consider and act upon the Investment Summary ending August 31, 2013;
21. Receive General Manager's Report;
22. Old and New Business

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
October 10, 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 October 10, 2013. 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. Vince Johnson.

Also present were:

Mr. James Byrd, General Manager;
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 09/12/13
Regular Meeting
Approved Reading of the minutes of the September 12, 2013 meeting was waived due to all Directors having received copies prior to the meeting.

Thereupon, by motion duly made by Director Branch and seconded by Director G. Johnson, the Board voted unanimously to approve the minutes for the September 12, 2013 meeting.
2. Minutes of 09/26/13
Special Meeting
Approved Reading of the minutes of the September 26, 2013 special meeting was waived due to all Directors having received copies prior to the meeting.

Thereupon, by motion duly made by Director Branch and seconded by Director G. Johnson, the Board voted unanimously to approve the minutes for the September 26, 2013 meeting.
3. Minutes of 09/19/13
Impact Fee Committee
Meeting
Approved Reading of the minutes of the September 19, 2013 Impact Fee Committee meeting was waived due to all Directors having received copies prior to the meeting.

Thereupon, by motion duly made by Director Branch and seconded by Director Savely, the Board voted unanimously to approve the minutes for the September 19, 2013 meeting.
4. Comments from the
Floor None.

5. Water, Sewer and Drainage Service to Chevron at 2395 Clear Lake City Blvd.
Approved

A request for water, sewer and drainage service for Chevron Gas Station located at 2395 Clear Lake City Blvd. and 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.)

Thereupon, by motion duly made by Director Branch and seconded by Director Savely, the Board voted unanimously to approve the water, sewer and drainage request for Chevron.

6. Water, Sewer and Drainage Service to a Storage Facility at 650 Bay Area Blvd.
Approved

A request for water, sewer and drainage service for a storage facility located at 650 Bay Area Blvd and Feathercraft 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 Savely, the Board voted unanimously to approve the water, sewer and drainage request for the storage facility.

7. Tax Collector Report Received

Ms. Cumming presented a report of taxes collected and taxes outstanding as of September 30, 2013 for the Board's review. (Copy attached hereto as part of these minutes and identified as Exhibit D.)

8. Financial Report
Approved

The Financial Report ending August 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 G. Johnson, the Board voted unanimously to approve the Financial Report ending August 31, 2013.

9. Operating Disbursements Report
Approved

The Operating Disbursements Report ending September 30, 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 Branch and seconded by Director Savely, the Board voted unanimously to approve the Operating Disbursements Report ending September 30, 2013.

10. Pay Application No. 1 for Water System Phase 2 Rehabilitation
Approved

Mr. Rosenbaum presented Pay Application No. 1 for Water System Phase 2 Rehabilitation for the Board's review and 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 Savely, the Board voted unanimously to approve Pay Application No. 1 for Reliance Construction Services, L.P. for \$196,615.80.

11. Pay Application No. 4 for Sanitary Sewer Phase 55 Rehabilitation
Approved

Mr. Rosenbaum presented Pay Application No. 4 for Sanitary Sewer Phase 55 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 G. Johnson and seconded by Director Branch, the Board voted unanimously to approve Pay Application No. 4 for P.M. Construction & Rehab, LLC for \$53,044.15.

12. Award Construction Contract for Sanitary Sewer Phase 58 TV Inspections
Approved

Mr. Rosenbaum presented bids received for Sanitary Sewer Phase 58 TV Inspection 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 Branch, the Board voted unanimously to approve awarding the contract to the low bidder pursuant to the Engineer's recommendation, Midwest Trenchless Technologies Inc. with a bid of \$237,948.36 and 120 calendar days.

- 13. Authorize Advertising for Construction Bids for Sanitary Sewer Phase 59 Manhole Rehabilitation
Approved

Mr. Rosenbaum requested Board approval to authorize advertising for construction bids for Sanitary Sewer Phase 59 Manhole Rehabilitation.

Thereupon, by motion duly made by Director Savely and seconded by Director Branch, the Board voted unanimously to approve advertising construction bids for Sanitary Sewer Phase 59 Manhole Rehabilitation.

- 14. Review Bids for Lift Station No. 4 Rehabilitation
Rejected

Mr. Rosenbaum presented bids received for Lift Station No. 4 Rehabilitation for the Board's review and discussion to consider options, accept or reject the bids. (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 reject the bids for Lift Station No. 4 Rehabilitation and directed Mr. Rosenbaum to proceed with smoke testing first and then depending on the results, design a future rehabilitation project.

- 15. Pay Application No. 1 for Lift Station No. 27 Rehabilitation
Approved

Mr. Rosenbaum presented Pay Application No. 1 for Lift Station No. 27 Rehabilitation 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. 1 for TarTob Commercial Services, LLC for \$11,250.00.

- 16. Authorize Advertising for Construction Bids for Storm Sewer Phase 24 Rehabilitation
Approved

Mr. Rosenbaum requested Board approval to authorize advertising for construction bids for Storm Sewer Phase 24 Rehabilitation.

Thereupon, by motion duly made by Director Savely and seconded by Director G. Johnson, the Board voted unanimously to approve advertising construction bids for Storm Sewer Phase 24 Rehabilitation.

- 17. Engineer's Report

Mr. Rosenbaum presented a written status of projects for the Board's review and discussion. A plan for Exploration Green's Phase 1 Detention was presented and there was a preliminary discussion on logistics of the job contract, traffic routes, clean up, hours/days of operation times, and consideration for residents. (Copy attached hereto as part of these minutes and identified as Exhibit L.)

- 18. 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 Branch and seconded by Director Savely, the Board voted unanimously to approve the Capital Projects Report in the amount of \$520,863.18.

- 19. Attorney's Report

Mr. Schweinle reported to the Board that the CLCWA Staff and Consultants are continuing to work on City of Pasadena Sanitary Sewer and Water Contracts and expect to be ready for the next regular Board meeting.

Mr. Schweinle requested executive session to discuss personnel issues.

20. Investment Summary Approved

The Investment Summary ending August 31, 2013 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 Branch, the Board voted unanimously to approve the Investment Summary ending August 31, 2013.

21. General Manager's Report

Mr. Byrd had a PowerPoint presentation for the Board to review regarding the unacceptable condition of the ClearPoint Crossing detention pond. The Board agreed the condition of the pond is not being used as originally designed or intended.

Mr. Byrd asked the Board if the late fees for NASA should be waived since the Government shut down affected NASA's operational status. The Board agreed to waive the late fees. Director Savely left the meeting room during the discussion and did not participate in this matter.

Mr. Byrd reported the tree nursery fence at Exploration Green has been is completed.

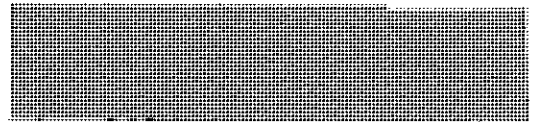
Mr. Byrd presented a change order from National Metering Service (NMS) with approximately \$78,000 in requested changes. The Staff and Consultants agree that NMS had the opportunity to do due diligence before bidding on the job, per the contract.

22. Old and New Business

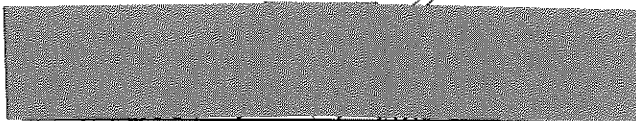
Director Savely sent an email regarding flushable wipes causing sewer problems and requested the information to appear in a future newsletter for public education purposes. He also requested that the information be sent out now to community associations, mayors and surrounding cities. Mr. Byrd added that an article on copper sulfate needs to be sent out also.

23. Meeting Adjourned

President Yoder declared the regular meeting adjourned at 8:11 p.m.

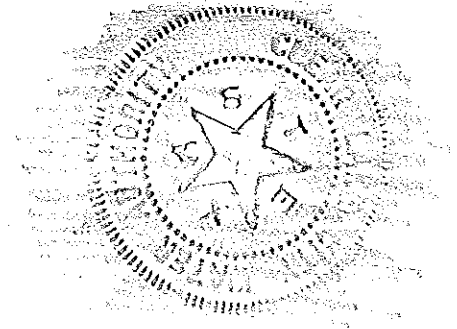


President, Board of Directors
CLEAR LAKE CITY WATER AUTHORITY



Secretary, Board of Directors
CLEAR LAKE CITY WATER AUTHORITY

(SEAL)



DATE APPROVED: November 14, 2013