



CLEAR LAKE CITY WATER AUTHORITY

900 Bay Area Boulevard • Houston, Texas 77058 • 281/488-1164
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October 8, 2018


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 October 11, 2018 for the following purposes:

1. Approve or correct minutes of the September 20, 2018 Regular Meeting;
2. Comments from the floor (5 minute limitation);
3. Consider and act upon adoption of the proposed 2018 Ad Valorem tax rate for CLCWA at \$0.22 per \$100 for debt service rate and \$0.05 per \$100 for maintenance and operation tax rate;
4. Consider and act upon Amended Notice to Sellers and Purchasers;
5. Hear Financial Advisor Report and discuss issuance of Series 2018 Unlimited Tax and Revenue Bonds;
6. Consider 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;
7. Consider and act Upon Pay/Timekeeping Policy Revisions;
8. Consider and act upon a Resolution Authorizing Submission of a Grant Application for Texas Parks and Wildlife, appoint Jennifer Morrow as the authorized representative, and take any further action related if necessary;
9. Receive Tax Assessor/Collector Report ending September 30, 2018;
10. Consider and act upon Financial Report ending August 31, 2018;
11. Consider and act upon the Operating Disbursement's Report ending September 30, 2018;
12. Review and approve Pay Application No. 2 for the Administration Building Generator Replacement;
13. Receive bids and award construction contract for Sanitary Sewer Phase 72 Rehabilitation;
14. Review and approve Pay Application No. 13 for Exploration Green Detention Pond 1C;

15. Review and approve Pay Application No. 3 for Exploration Green Detention Pond 2;
16. Review and act if necessary upon the Engineer's Report and any matters pertaining to construction contracts;
17. Review and act upon Lift Station 16,17 and 18 proposed electrical modifications;
18. Consider and act upon approval of the Capital Projects Disbursements;
19. Receive and act if necessary upon Attorney's Report;
20. Consider and act upon the Investment Summary ending August 31, 2018;
21. Discuss and act upon questions from meeting with representatives from South Taylor Lake Village Water Supply Corporation, Taylor Lake Village, et al"
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.



Jennifer Morrow
General Manager
Clear Lake City Water Authority

(SEAL)



Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve the Amended Notice to Sellers and Purchasers.

5. Hear Financial Advisor Report and discuss issuance of Series 2018 Unlimited Tax and Revenue Bonds

The Financial Advisor discussed the issuance of District's Unlimited Tax and Revenue Bonds, Series 2018 (the "Bonds").
6. Consider Approving Order Adopting Official Notice of Sale and Bid Form, Authorizing Distribution Thereof and Preliminary Official Statement, and Authorizing Publication of Notice of Sale Approved

A Certificate for Order Adopting Official Notice of Sale and Bid Form, Authorizing Distribution Thereof and of Preliminary Official Statement, and Authorizing Publication of Notice of Sale 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 **D**.)

Thereupon, by motion duly made by Director Morrow and seconded by Director Graf, the Board voted unanimously to approve the Order Adopting Official Notice of Sale and Bid Form, Authorizing Distribution Thereof and of Preliminary Official Statement, and Authorizing Publication of Notice of Sale.
7. Pay/Timekeeping Policy Revisions Approved

A Revised Pay/Timekeeping Policy 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 Johnson and seconded by Director Graf, the Board voted unanimously to approve the Revised Pay/Timekeeping Policy.
8. Resolution Authorizing Submission of a Grant Application for Texas Parks and Wildlife and Appoint Jennifer Morrow as the Authorized Representative Approved

A Resolution Authorizing Submission of a Grant Application for Texas Parks and Wildlife Department, and appoint Jennifer Morrow as the authorized representative, and take any further action related if necessary, 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 **F**.)

Thereupon, by motion duly made by Director Savely and seconded by Director Morrow, the Board voted unanimously to approve the Resolution Authorizing Submission of a Grant Application for Texas Parks and Wildlife Department and appoint Jennifer Morrow as the authorized representative.
9. Tax Collector's Report

The Tax Collector's Report ending September 30, 2018 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 **G**.)
10. Financial Report Ending 8/31/18 Approved

The Financial Report ending August 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 **H**.)

Thereupon, by motion duly made by Director Savely and seconded by Director Morrow, the Board voted unanimously to approve the Financial Report ending August 31, 2018.
11. Operating Disbursements Report Approved

The Operating Disbursements Report for the period ending September 30, 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 **I**.)

Thereupon, by motion duly made by Director Morrow and seconded by Director Graf, the Board voted unanimously to approve the Operating Disbursements Report for the period ending September 30, 2018.

12. Pay Application No. 2 for Administration Building Generator Replacement Approved
- Pay Application No. 2 for the Administration Building Generator Replacement 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 **J**.)
- Thereupon, by motion duly made by Director Savely and seconded by Director Morrow, the Board voted unanimously to approve Pay Application No. 2 for the Administration Building Generator Replacement for Clear Lake City Water Authority for C.F. McDonald Electric, Inc. for \$183,787.10.
13. Receive Bids and Award Contract for Sanitary Sewer Phase 72 Rehabilitation Approved
- Mr. Eddie Streich presented bids for Sanitary Sewer Phase 72 Rehabilitation for the Board's review and discussion to consider options, accept or reject bids. (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 Morrow and seconded by Director Johnson, the Board voted unanimously to approve awarding the contract to CZ Construction, LLC with a bid of \$557,911.60 and 120 calendar days.
14. Pay Application No. 13 for Exploration Green Detention Pond 1C Approved
- Pay Application No. 13 for Exploration Green Detention Pond 1C 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 Morrow and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 13 for Exploration Green Detention Pond 1C for LECON, Inc., for \$31,320.00.
15. Pay Application No. 3 for Exploration Green Detention Pond 2 Approved
- Pay Application No. 3 for Exploration Green Detention Pond 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 **M**.)
- Thereupon, by motion duly made by Director Savely and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 3 for Exploration Green Detention Pond 2 for Triple B Services, LLP, for \$623,426.71.
16. 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 **N**.)
- A Resolution Authorizing Application to the TCEQ for Emergency Approval of a 36" Sanitary Sewer Line Repair was presented to the Board in connection with the Engineer's Report. (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 Resolution Authorizing Application to the TCEQ for Emergency 36" Sanitary Sewer Line Repair.
17. Lift Station 16, 17 and 18 Electrical Modifications Deferred
- Discussion regarding options to aid in functionality of Lift Stations 16, 17, and 18 during inclement weather. After a long discussion, this item was deferred for further analysis and assessment of the current lift stations.
18. 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 **P**.)
- Thereupon, by motion duly made by Director Morrow and seconded by Director Savely, the Board voted unanimously to approve the Capital Projects Report in the amount of \$838,543.81.

President Branch declared a recess of the open meeting at 8:12 pm.

After a brief recess, an Executive Session was held from 8:20 pm to 8:47 pm to consult with the Attorney regarding legal matters.

After Executive Session the open meeting was reconvened at 8:47 pm.

19. Attorney's Report

Mr. Johnson updated the Board on meetings held with co-participants to discuss the Southeast Transmission Line. No action was taken.

20. Investment Summary Approved

The Investment Summary for the period ending August 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 Q.)

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 August 31, 2018.

21. South Taylor Lake Village Water Supply Corporation, Taylor Lake Village, Etc.

No action was taken.

22. General Manager's Report

Ms. Morrow reported on the sanitary sewer trunk line collapse at the Bay Area and Space Center Exxon and the Taylor Lake Village Park storm sewer replacement is complete. Both were emergency repairs.

Ms. Morrow reported that the Exploration Green Phase 2 permit has not yet been issued by the City of Houston.

23. Old and New Business

There was none.

24. Meeting Adjourned

President Branch declared the open meeting adjourned at 9:35 pm.



President, Board of Directors
CLEAR LAKE CITY WATER AUTHORITY



Secretary, Board of Directors
CLEAR LAKE CITY WATER AUTHORITY

(SEAL)



DATE APPROVED: 11-15-18