



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

## CLEAR LAKE CITY WATER AUTHORITY

January 9, 2026,

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 at 7:00 p.m. on January 15, 2026, for a Public Hearing and then Regular Session to follow, open to the public at 900 Bay Area Boulevard within such Authority, such location being the location where a quorum of the Board will be physically present, and by:

**Video conference call at: <https://meet.goto.com/845732053>**  
**Phone conference call at: +1 (408) 650-3123 Access Code:845-732-053**

Video conference attendance is authorized by Section 551.127, Texas Government Code. At the meeting the following items will be considered and acted on:

1. Present Volunteer of the Year Awards for Exploration Green Conservancy (EGC) 2025 to Chuck Snyder and Liz VanOrstrand;
2. Approve or correct the minutes of the December 11, 2025, Regular Board Meeting;
3. Comments from the floor (5-minute limitation);
4. Consider and act upon reconstitution of the Board of Directors;
5. Consider and act, if necessary, upon approving a resolution to appoint an Investment Officer;
6. Consider and act upon District Registration Form and authorize filing with the Texas Commission on Environmental Quality;
7. Consider and act upon approving Order Calling Directors Election;
8. Consider and act upon designating agent for Directors Election;
9. Consider and act upon approval of the financial audit by McCall, Gibson, Swedlund, Barfoot Ellis PLLC for Fiscal Year ending September 30, 2025;
10. Review and act, if necessary, upon report and consideration of project management costs from Garver, Engineering Consultant, on any matters pertaining to CLCWA WWTP Expansion;
11. Consider and act upon water, sewer, and drainage service to Kirby Ice House at 530 Bay Area Blvd;
12. Receive Tax Collector Report ending December 31, 2025;

13. Receive Financial Report ending November 30, 2025;
14. Consider and act upon the Operating Disbursement's Report ending December 31, 2025;
15. Review and approve Pay Application 12 for Lift Station No. 4 Parallel Force Main;
16. Review and approve Pay Application 1 for Lift Station No. 24 Rehabilitation;
17. Review and approve Pay Application 2 for Lift Station No. 5 Flood Mitigation Improvements;
18. Review and approve Pay Application 1 for Lift Station No. 15 Rehabilitation;
19. Review and approve Pay Application 2 for Elevated Storage Tank No. 4 Recoating;
20. Review and approve Pay Application 2 for Water Plant No. 2 Ground Storage Tank No. 2 Rehabilitation and Recoating;
21. Review and approve Pay Application 1 for Robert T. Savely Water Reclamation Facility (WWTP) 24-Inch Sanitary Sewer Replacement;
22. Review and approve Pay Application 1 for Water Plant No. 3 Rehabilitation Phase 1;
23. Review and act, if necessary, 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, if necessary, the Attorney's Report;
26. Receive and act upon the Investment Summary ending November 30, 2025;
27. Receive and act upon, if necessary, the Exploration Green Conservancy report;
28. Receive and act upon, if necessary, the General Manager's Report;
29. Old and New Business;
30. Consider and act upon adjourning the meeting.

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. The Board may, if it deems necessary, designate certain directors as "Acting President" or "Acting Secretary" in the absence of necessary officers.

Jennifer Morrow  
General Manager  
Clear Lake City Water Authority  
(SEAL)



**CƠ QUAN QUẢN LÝ NƯỚC THÀNH PHỐ CLEAR LAKE THUỘC QUẬN HARRIS, TEXAS**

**THÔNG BÁO HỌP BỔ SUNG**

**GỬI: BAN GIÁM ĐỐC CƠ QUAN QUẢN LÝ NƯỚC THÀNH PHỐ CLEAR LAKE, VÀ TẤT CẢ NHỮNG NGƯỜI KHÁC QUAN TÂM:**

Bằng văn bản này, có thông báo rằng Ban Giám đốc của Cơ quan Quản lý nước Thành phố Clear Lake, sẽ tổ chức một cuộc họp thường kỳ, mở cửa cho công chúng, vào Thứ Năm, ngày 15 tháng 1 năm 2026, lúc 7 giờ tối, tại Đại lộ Khu vực Vịnh 900, Quận Harris, Texas, trong ranh giới của Cơ quan, vị trí đó là vị trí mà số đại biểu của Hội đồng sẽ có mặt trên thực tế, và bằng cách:

Cuộc gọi hội nghị truyền hình lúc: <https://meet.goto.com/845732053>

Cuộc gọi hội nghị qua điện thoại tại: +1 (408) 650-3123; Mã truy cập: 845-732-053

Ngoài các vấn đề khác, Ban Giám Đốc sẽ xem xét và thực hiện công việc sau đây:

- Hãy xem xét và hành động khi phê duyệt Lệnh triệu tập cuộc bầu cử Giám đốc; và
- Xem xét và quyết định người đại diện được chỉ định cho cuộc bầu cử Giám đốc; và

/s/ Jennifer Morrow

Jennifer Morrow

Tổng Giám đốc,

Cơ quan cấp nước thành phố Clear Lake

(CON DẤU)



**AUTORIDAD DE AGUA DE CLEAR LAKE CITY  
DEL CONDADO DE HARRIS, TEXAS**

AVISO SUPLEMENTARIO DE ASAMBLEA

PARA: LA JUNTA DIRECTIVA DE LA AUTORIDAD DE AGUA DE CLEAR LAKE CITY Y  
DEMÁS PERSONAS INTERESADAS:

Por la presente se notifica que la Junta Directiva de la Autoridad de Agua de Clear Lake City llevará a cabo una asamblea ordinaria el jueves 15 de enero de 2026 a las 7:00 p.m. en 900 Bay Area Boulevard, Condado de Harris County, Texas, dentro de los límites de la Autoridad, siendo dicho lugar el lugar donde estará físicamente presente un quórum de la Junta, y por:

Llamada de videoconferencia en: <https://meet.goto.com/845732053>

Llamada de conferencia telefónica al: +1 (408) 650-3123; Código de acceso: 845-732-053

Además de otros asuntos, la Junta considerará y actuará sobre los siguientes asuntos:

- Considerar y actuar para aprobar de la Orden para Convocatoria de Elección de Directores; y
- Considerar y actuar para designar al agente para las Elección de Directores.

/s/ Jennifer Morrow\_\_\_\_\_

Jennifer Morrow

Gerente General.

Autoridad de Agua de Clear Lake City

(SELLO)



**CLEAR LAKE CITY WATER AUTHORITY  
OF HARRIS COUNTY, TEXAS**

SUPPLEMENTAL NOTICE OF MEETING

TO: THE BOARD OF DIRECTORS OF CLEAR LAKE CITY WATER AUTHORITY, AND TO ALL OTHER INTERESTED PERSONS:

Notice is hereby given that the Board of Directors of Clear Lake City Water Authority, will hold a regular meeting, open to the public, on Thursday, January 15, 2026, at 7:00 p.m. at the 900 Bay Area Boulevard, Harris County, Texas, within the boundaries of the Authority, such location being the location where a quorum of the Board will be physically present, and by:

Video conference call at: <https://meet.goto.com/845732053>

Phone conference call at: +1 (408) 650-3123; Access Code: 845-732-053

In addition to other matters, the Board will consider and act upon the following matter:

- Consider and act upon approving Order Calling Directors Election; and
- Consider and act upon designating agent for Directors Election.

/s/ Jennifer Morrow

Jennifer Morrow

General Manager.

Clear Lake City Water Authority

(SEAL)



CLEAR LAKE市水務局 之 HARRIS郡, TEXAS州

補充會議通知

致： CLEAR LAKE市水務局董事會以及所有其他相關人士：

特此通知，克利尔湖市水务局董事会将于 2026 年 1 月 15 日星期四晚上 7:00 召开向公众开放的例行会议。 地点：德克萨斯州哈里斯县湾区大道 900 号，管理局范围内，该地点是董事会法定人数实际出席的地点，并且通过

视频会议会议：<https://meet.goto.com/845732053>

电话会议：+1 (408) 650-3123; 访问代码：845-732-053

除其他事项外，董事会还将考虑以下事项并采取行动：

- 考虑批准召集董事选举的命令并采取行动；和
- 考虑指定董事选举代理人并采取行动。

/s/ Jennifer Morrow

Jennifer Morrow

總經理

CLEAR LAKE 市水務局之

(印鑒)



# CLEAR LAKE CITY WATER AUTHORITY

Board of Directors'  
Regular Meeting Minutes  
January 15, 2026

## Regular Meeting

The Board of Directors ("Board") of the Clear Lake City Water Authority ("CLCWA") convened in Regular Session open to the public at 7:00 p.m. (CDT), on Thursday, January 15, 2026, at 900 Bay Area Blvd., such location being the location where a quorum of the Board was physically present and by video conference call at:

Video conference call at: <https://global.gotomeeting.com/join/845732053>  
Phone conference call at +1(408) 650-3123 Access Code: 845732053

Video Conference attendance was authorized by Section 551.127, Texas Government Code.

## Roll Call

Roll was called of the members:

Mr. W. Thomas Morrow, President;  
Mr. Robert T. Savely, Vice-President;  
Ms. Anthea Guest, Director;  
Mr. Brady Pyle, Director;

Mr. John Graf, Secretary, (by video conference);

Also present were:

Ms. Jennifer Morrow, General Manager;  
Mr. Alex Salgado, Utility Operations Engineer;  
Mr. Samuel Johnson, Attorney, Coats Rose, (by video conference);  
Mr. Eddie Streich, Engineer, LAN;  
Mr. Wade Parks, Engineer, Garver;  
Mr. Dean McGee, Finance Director;  
Ms. Yazmin Garay, Tax Assessor Collector;  
Ms. Diana Espinoza, Senior Accountant, (by video conference);  
Ms. Heather Frank, Recording Secretary.

(A visitor roster copy is on file in the official records of the Authority and identified as Exhibit A.)

## 1. Present Volunteer of the Year Awards for Exploration Green Conservancy (EGC) 2025

President Morrow expressed the CLCWA's appreciation for the long-standing partnership held with the Exploration Green Conservancy to build, manage, and expand the usefulness of the amazing Exploration Green Detention Facility. One important benefit comes from how the conservancy organizes and supports numerous volunteers who devote generous time and energy to our community. Each year, we select two individuals to honor as community champions for their outstanding volunteer contributions: this year, the CLCWA honors Chuck Snyder and Liz VanOrstrand.

## Appointment

President Morrow appointed Director Guest as Acting Secretary in the absence of Director Graf.

2. Minutes of December 11, 2025, Regular Meeting  
Approved

Reading of the minutes of the December 11, 2025, Regular Board Meeting was waived because all Directors had received copies before the meeting. (A copy of which is on file in the official records of the Authority and identified as Exhibit B.)

Thereupon, by motion duly made by Director Pyle and seconded by Director Guest, the Board voted unanimously to approve the minutes of the December 11, 2025, Regular Board Meeting.
3. Comments from the Floor

No comments from the floor.
4. Consider and act upon reconstitution of the Board of Directors  
Approved

President Morrow explained that Director Graf will be remote for some time and discussed the option of appointing Director Guest as acting Secretary moving forward.

Thereupon, by motion duly made by Director Savely and seconded by Director Pyle, the Board voted unanimously to approve Director Guest as acting Secretary and to the reconstitution of the Board of Directors.
5. A resolution to appoint an Investment Officer

President Morrow explained that Director Graf has indicated the ability and desire to continue to serve as the Investment Officer; no action was needed.
6. District Registration form and authorize filing with the Texas Commission of Environmental Quality  
Approved

Ms. Morrow explained that this is a standard form required by the TCEQ whenever changes are made to the key positions listed.

Thereupon, by motion duly made by Director Savely and seconded by Director Pyle, the Board voted unanimously to approve the update and filing of the District Registration form with the Texas Commission of Environmental Quality.
7. Order Calling Directors Election  
Approved

The Order Calling the Directors' Election must be finalized to hold an election whenever a Board member's term is ending; Director Morrow and Guest's terms end in May of 2026.

Thereupon, by motion duly made by Director Savely and seconded by Director Pyle, the Board voted unanimously to approve the Order Calling Directors Election.
8. Designating agent for directors Election  
Approved

Mr. Johnson explained that election code provides for the Board's secretary to carry out various functions in connection with conducting elections. Commonly, governmental entities delegate that duty in accordance with the law to an agent, such as the General Manager, as the Authority has done in the past.

Thereupon, by motion duly made by Director Savely and seconded by Director Guest, the Board voted unanimously to approve designating the CLCWA General Manager, Jennifer Morrow, as the agent for the directors' election.

9. Financial audit by McCall, Gibson, Swedlund, Barfoot Ellis PLLC for Fiscal Year ending September 30, 2025  
Approved
- Mr. Joseph Ellis of McCall, Gibson, Swedlund, Barfoot, Ellis PLLC provided an overview of the audit for the Fiscal Year ending September 30, 2025. An unmodified or clean opinion was issued, meaning the CLCWA is free of material misstatements. Due to revenue exceeding expenses and the January 2025 bond sale, the fiscal year closed out reporting healthy balances in the General Fund, Debt Service Fund, and Capital Projects Fund. It was noted that a reimbursement was made from the Capital Projects fund to the General Fund, for Capital costs paid out of the General Fund in prior years. The Debt Service Fund balance will cover all the 2026 debt service requirements. Typically, a healthy balance reflects funds available equaling 80 - 100% of projected expenses. An update is needed on page 72 to add key personnel hired in May 2025, Alex Salgado, Utility Operations Engineer.
- Thereupon, by motion duly made by Director Pyle and seconded by Director Savely, the Board voted unanimously to approve the financial audit by McCall, Gibson, Swedlund, Barfoot Ellis PLLC for the Fiscal Year ending September 30, 2025, as stipulated in the noted update, with the addition of key personnel.
10. Report from Garver, Engineering Consultant, on any matters pertaining to CLCWA WWTP Expansion
- Mr. Wade Parks informed the Board that after coordinating with the contractor to finalize the contract documents, they were provided to Mr. Johnson for legal review. The project should proceed in late January or February.
- It was inquired whether the collapse of a section of pipe at the WWTP facility that feeds Middlebrook has resulted in delays or concerns for the expansion project. The lines are not directly connected and do not pose a concern for the expansion project; however, engineering will assess the pipe itself to determine the best preventive measures to mitigate further issues.
11. Water, sewer, and drainage service to Kirby Ice House at 530 Bay Area Blvd  
Approved
- Ms. Morrow presented to the Board that a water, sewer, and drainage service request from Kirby Ice House at 530 Bay Area Blvd has been received and that the required staff and consultant reviews have been acceptably completed. Provided documentation is included in the packet. (A copy of which is on file in the official records of the Authority and identified as Exhibit C.)
- Thereupon, by motion duly made by Director Savely and seconded by Director Pyle, the Board voted unanimously to approve Water, sewer, and drainage service to Kirby Ice House at 530 Bay Area Blvd.
12. Tax Collector's Report Ending 12/31/2025
- The Tax Collector's Report ending December 31, 2025, 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 D.) It was noted that the 1.63% difference between the current Percent Collected and the Same Period last Yr does not warrant immediate concern and will continue to be monitored; the true value should be known at the end of January. As recent Texas legislation has increased homestead property tax exemptions applied to school taxes, resulting in many residents having no taxes due for either the school or the county, residents have voiced dissatisfaction that the CLCWA exemptions have not increased. As the CLCWA is a Special Entity and all exemptions

are adopted, not mandated, the CLCWA works to fairly balance the water and sewer rates and tax rates to provide efficient and reliable infrastructure to all residents.

13. Financial Report  
Ending  
11/30/2025

The Financial Report for the period ending November 30, 2025, was presented to the Board for review. (A copy of which is on file in the official records of the Authority and identified as Exhibit E.) It was noted that the variances reflect the reclassification of capital recovery fees paid for modifications to infrastructure to serve a development project by Texas A&M, funds for stale-dated checks, and a reimbursement to FEMA for costs paid but later disallowed for an equipment damage claim from Hurricane Harvey. Also, engineering fees were not included in the current report, as the engineering firm's 6-week billing cycle is offset from the CLCWA's monthly reporting cycle, resulting in misaligned reporting to occur on average twice a year.

14. Operating  
Disbursements  
Report Ending  
12/31/2025  
Approved

The Operating Disbursements Report for the period ending December 31, 2025, 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 Guest and seconded by Director Savely, the Board voted unanimously to approve the Operating Disbursements Report for the period ending December 31, 2025.

15. Pay Application 12  
for Lift Station No.  
4 Parallel Force  
Main  
Approved

Pay Application 12 for Lift Station No. 4 Parallel Force Main 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 G.) It was noted that the hatches, riser pipes, and guide rail replacement should be delivered the week of December 15, 2025. The hatches and guide rails had a 4- to 5-month lead time.

Thereupon, by motion duly made by Director Pyle and seconded by Director Guest, the Board voted unanimously to approve Pay Application 12 for Lift Station No. 4 Parallel Force Main by Alcott, Inc., dba TCH, for \$86,478.66.

16. Pay Application  
Pay Application 1  
for Lift Station No.  
24 Rehabilitation  
Approved

Pay Application 1 for Lift Station No. 24 Rehabilitation 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.) It was noted that the hatches with metal safety grates have been installed, and that the project should be complete and the final pay application ready for review at the February Regular Board meeting.

Thereupon, by motion duly made by Director Savely and seconded by Director Pyle, the Board voted unanimously to approve Pay Application 1 for Lift Station No. 24 Rehabilitation to McDonald Municipal and Industrial for \$189,288.90.

17. Pay Application 2  
for Lift Station No.  
5 Flood Mitigation

Pay Application 2 for Lift Station No. 5 Flood Mitigation Improvements 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 I.) It was noted that the Percent Time Used of 79% vs. the Percent Complete of 17%

Improvements  
Approved

is due to the expected long lead time for equipment. The project is still projected to be completed by mid-February, if the generators ship the week of December 15, 2025.

Thereupon, by motion duly made by Director Pyle and seconded by Director Guest, the Board voted unanimously to approve Pay Application 2 for Lift Station No. 5 Flood Mitigation Improvements to Persons Services Corp for \$97,200.00.

18. Pay Application 1  
for Lift Station No.  
15 Rehabilitation  
Approved

Pay Application 1 for Lift Station No. 15 Rehabilitation 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 J.) It was noted that punch list items are being completed, and the final pay application should be ready for review at the February Regular Board meeting.

Thereupon, by motion duly made by Director Guest and seconded by Director Savely, the Board voted unanimously to approve Pay Application 1 for Lift Station No. 15 Rehabilitation to Pioneer Construction Services, LLC for \$232,200.00.

19. Pay Application 2  
for Elevated  
Storage Tank No.  
4 Recoating  
Approved

Pay Application 2 for Elevated Storage Tank No. 4 Recoating 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 K.) It was noted that the contractor is making good progress, and the original contract timeline should be met.

Thereupon, by motion duly made by Director Pyle and seconded by Director Savely, the Board voted unanimously to approve Pay Application 2 for Elevated Storage Tank No. 4 Recoating to D&M Tank, LLC, for \$70,719.30.

20. Pay Application 2  
for Water Plant  
No. 2 Ground  
Storage Tank No.  
2 Rehabilitation  
and Recoating  
Approved

Pay Application 2 for Water Plant No. 2 Ground Storage Tank No. 2 Rehabilitation and Recoating 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.) It was noted that the roof is almost complete; blasting and coating will then proceed.

Thereupon, by motion duly made by Director Savely and seconded by Director Pyle, the Board voted unanimously to approve Pay Application 2 for Water Plant No. 2 Ground Storage Tank No. 2 Rehabilitation and Recoating to D&M Tank, LLC, for \$45,135.00.

21. Pay Application 1  
for Robert T.  
Savely Water  
Reclamation  
Facility (WWTP)  
24-Inch Sanitary  
Sewer  
Replacement  
Approved

Pay Application 1 for Robert T. Savely Water Reclamation Facility (WWTP) 24-Inch Sanitary Sewer Replacement 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.) It was noted that the change order for this project was to complete an emergency repair of a 45-degree bend that blew out at the WWTP facility, while the contractor was already on site for this replacement project and had the crew and equipment to make the repair. This timely response saved time and costs associated with mobilizing an additional crew to make the repair.

The contractor is working efficiently and responsibly around many obstructions in the work area, including industrial electrical components, utility lines, a sample well, a reuse line, and environmental considerations that require dewatering.

Thereupon, by motion duly made by Director Pyle and seconded by Director Savely, the Board voted unanimously to approve Pay Application 1 for Robert T. Savely Water Reclamation Facility (WWTP) 24-Inch Sanitary Sewer Replacement to Vera Industries, LLC, for \$227,969.73.

22. Pay Application 1  
for Water Plant  
No. 3  
Rehabilitation  
Phase 1  
Approved

Pay Application 1 for Water Plant No. 3 Rehabilitation Phase 1 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 N.) It was noted that the contractor is making good progress on the roof and should be ready to start blasting and painting within the next couple of weeks.

Thereupon, by motion duly made by Director Savely and seconded by Director Guest, the Board voted unanimously to approve Pay Application 1 for Water Plant No. 3 Rehabilitation Phase 1 to M.K. Painting, Inc, for \$148,500.00.

23. Engineer's Report

For Sanitary Sewer Phase 99 Rehabilitation – Running Springs Drive Utility Relocation, the bond and insurance documentation is being reviewed by legal counsel before contract execution is finalized. The preconstruction meeting should be scheduled the week of December 15, 2025.

The Risk and Resilience Assessment was certified and submitted on December 23, 2025. Work on the Emergency Response Plan will begin in February, which is due June 30, 2026.

Director Pyle inquired whether any updates on the El Dorado Boulevard Expansion project were available. There is no update or change to CLCWA's standing or responsibilities for this matter at this time, as Harris County is still in litigation with the original contractors.

President Morrow inquired about any concerns regarding any future maintenance or repair needs after the modifications done to the Lift Station No. 4 Parallel Force Main. The design updates to improve standard maintenance efficiency were implemented well. One concern was whether the current CLCWA crane truck could lift the weight of the new pump if extensive repairs were needed. The current crane truck's limits will be verified. If needed, the issue can be addressed with the standing rental equipment contacts maintained with various entities.

24. 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 O.)

Thereupon, by motion duly made by Director Savely and seconded by Director Pyle, the Board voted unanimously to accept and approve the updated Capital Project Report in the amount of \$1,408,775.43.

25. Attorney's Report

Mr. Johnson had nothing to review with the Board. President Morrow

thanked Mr. Johnson for the value he adds to the Authority, including his recent help with the easement changes for Lift Station No 4, and looks forward to working with him in the future.

26. Investment  
Summary Ending  
November 30,  
2025  
Approved

The Investment Summary for the period ending November 30, 2025, 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 P.)

Thereupon, by motion duly made by Director Guest and seconded by Director Savely, the Board voted unanimously to approve the Investment Summary for the period ending November 30, 2025.

27. Exploration Green  
Conservancy  
Report

Director Guest informed the Board of the topics discussed at the Exploration Green Conservancy (EGC) Meeting. Team heads are organizing plans to accomplish the goals set in the Strategic Plan. It was decided that the scheduling standard for Board meetings would be for the second Tuesday of each month moving forward.

28. General  
Manager's  
Report

Ms. Morrow highlighted the following matters with the Board:

As issues relating to AVR software and processes continue to affect daily operations negatively, the CLCWA is researching available alternatives. The Professional Services Committee will help with the research, with a focus on cybersecurity.

The trail markers for Exploration Green have been delivered and will be placed along the walking trails when suitable weather allows.

Civil Surv, a Texas Survey Company, completed the boundary survey to verify a portion of Exploration Green's property line in the Beautyberry pond section to address questions raised by residents living adjacent to that area. Civil Surv verified that the CLCWA fenceline is accurate, and the fences will now be put back into place.

The mass changeout project to replace inaccurate or nonfunctioning commercial meters will start in February and will require a majority of night and weekend work to minimize disruption to the daily operations of identified businesses. The residential meter MIU changeout is approximately 65% complete.

Following the surveys of valves and hydrants, the 19 issues identified during the current hydrant inspection phase, an annual inspection of 1/3 of the system, have been repaired or replaced. 10 major issues remain in process from the valve survey, following the completion of the record 82 valve repairs/replacements in November.

Regarding the functionality and availability of usable space at the Administration Building located at 900 Bay Area Blvd, discussions and planning began with a designer for viable options. Factors that contributed to the need for the changes include additional staff to accommodate increasing population growth, testing and reporting requirements, and maintenance and response needs due to ageing infrastructure. The proposed modifications will provide a safe, compliant, and efficient working

environment, with appropriate ADA compliance and security measures. Once an acceptable plan is finalized, the projected costs can be calculated.

29. Old and New Business

Director Guest inquired about a report received from a resident stating that trees on his property adjacent to a CLCWA manhole and sewer pipes, located within an easement running through the front section of his property, could be causing damage to the CLCWA infrastructure. Field crews completed an inspection of the manhole and pipes at the location and found no issues with the infrastructure or abnormal settling of the surrounding ground level. The resident previously indicated that restrictions from the area HOA have prevented him from removing the trees from his property.

Director Savely recommended that the newer Board members attend the 2026 Association of Water Board Directors (AWBD) Conference, scheduled for January 23-24, 2026.

President Morrow inquired about the fire hydrant on El Dorado that was hit by a vehicle. A temporary repair has been completed to restore functionality; the hydrant will be scheduled for replacement, and the costs will be billed to the party responsible.

30. Meeting Adjourned

President Morrow declared the open meeting adjourned at 8:42 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: February 12, 2026