



## CLEAR LAKE CITY WATER AUTHORITY

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March 23, 2020

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

Notice of an agenda is hereby given that the Board of the Clear Lake City Water Authority will convene in Special Session open to the public at 2:00 p.m., on Thursday March 26, 2020 by **telephone conference call at 1 (877) 746-4263 (participant code 2687404#)** for the following purposes:

1. Consider and act upon Order Postponing May 2, 2020 Directors Election to the November 3, 2020 Uniform Election Date;
2. Consider and act upon renewal of the CLCWA Employee Health Insurance Plan; and
3. Adjourn 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.

  
Jennifer Morrow  
General Manager  
Clear Lake City Water Authority

(SEAL)



**CLEAR LAKE CITY WATER AUTHORITY**  
Board of Directors'  
Special Meeting Minutes  
March 26, 2020

Special Meeting

The Board of Directors of the Clear Lake City Water Authority ("Authority") convened in Special Session open to the public by telephone conference call at 1 (877) 746-4263 (participant code 2687404#) at 2:00 p.m. on March 26, 2020. Roll was called of the members:

Quorum Present

Mr. John Branch, President;  
Mr. Robert T. Savely, Vice-President;  
Mr. W. Thomas Morrow, Secretary;  
Mr. Gordon Johnson, Director;  
Mr. John Graf, Director.

All were present

Also present were:

Ms. Jennifer Morrow, General Manager;  
Mr. Curtis Rodgers, Director of Utilities;  
Mr. Samuel Johnson, Attorney;  
Ms. JoJo Finkeldei, HR Supervisor;  
Ms. Mary Ann Schatz, Capital Projects Bookkeeper;  
Ms. Marissa Salazar, Recording Secretary.

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

1. Order Postponing  
May 2, 2020 Directors  
Election to the  
November 3, 2020  
Uniform Election Date  
Approved

The Order Postponing May 2, 2020 Directors Election to the November 3, 2020 Uniform Election Date 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 **B**.) Mr. Johnson explained that the governor, to address the state of disaster declared for all counties in Texas from the novel corona virus (COVID-19), has issued a proclamation suspending certain provisions of the election code and water code to allow local political subdivision conducting May elections to postpone until the November 3, 2020 uniform election date. Mr. Johnson noted that all candidate filings and ballot actions would be preserved, and no additional applications for a place on the ballot could be received. Mr. Johnson explained that any applications for a ballot by mail ("ABBMs") marked annual would apply for the November Election, all single use ABBMs submitted for reasons of age or disability would still be valid, and ABBMs submitted indicating the reason for voting by mail was due to absence from the county would not be valid. Pursuant to the Texas Constitution, the individuals who currently hold office would continue to exercise those duties until the new officers take their oaths following the November election.

Director Morrow noted that the governor has strongly encouraged local election officials to take advantage of these waivers and postpone their elections until November. Director Morrow quoted the governor stating "(r)ight now the state's focus is responding to COVID -19 — including social distancing and avoiding large gatherings. By delaying this election, our local election officials can assist in that effort." Director Morrow noted that this extraordinary action was being taken due to these extraordinary times. Director Branch noted that the Board is prioritizing the health and safety of the public and the Authority's employees, and the sentiments of Director Morrow and Branch were echoed by the Board.

Thereupon, by motion duly made by Director Morrow and seconded by Director Savely, the Board voted unanimously to approve the Order Postponing May 2, 2020 Directors Election to the November 3, 2020 Uniform Election Date

- 2. Renewal of Employee Health Insurance Approved

Renewal of the CLCWA Employee Health Insurance Plan 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 C.)

- 3.

Thereupon, by motion duly made by Director Graf and seconded by Director Johnson, the Board voted unanimously to approve a motion to approve the renewal of the CLCWA Health Insurance Plan with no changes and staying with Blue Cross Blue Shield.

- 4. Meeting Adjourned

President Branch declared the special meeting adjourned at 3:00 p.m.



President, Board of Directors  
CLEAR LAKE CITY WATER AUTHORITY



Secretary, Board of Directors  
CLEAR LAKE CITY WATER AUTHORITY

(SEAL)



DATE APPROVED: 04-09-2020