



## CLEAR LAKE CITY WATER AUTHORITY

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

• Fax 281/488-3400

August 7, 2017

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 August 10, 2017 for the following purposes:

1. Approve or correct minutes of the July 13, 2017 Regular Meeting;
2. Comments from the floor (5 minute limitation);
3. Consider and act upon an extension of service to the NASA Apartments located at 1235 NASA Pkwy;
4. Consider and act upon water, sewer and drainage service to U of H Clear Lake Projects located at 2700 Bay Area Blvd.;
5. Consider and act upon Notice of Nonrenewal of Water Tower Lease Agreement with Verizon Wireless;
6. Receive Tax Assessor/Collector Report ending July 31, 2017;
7. Consider and act upon Financial Report ending June 30, 2017;
8. Consider and act upon the Operating Disbursement's Report ending July 31, 2017;
9. Review and approve Pay Application No. 4 for the Elevated Storage Tank 1 Recoating;
10. Review and approve Change Order No. 2 for the Elevated Storage Tank 1 Recoating;
11. Review and approve Pay Application No. 9 for Sanitary Sewer Phase 66 Manhole Rehabilitation;
12. Review and approve Pay Application No. 5 for Sanitary Sewer Phase 67 Rehabilitation;
13. Review bids and award contract for Sanitary Sewer Phase 71 Manhole Rehabilitation;
14. Review bids and award contract for Sanitary Sewer Phase 73 TV Inspections;
15. Review and approve Pay Application No. 4 for Exploration Green Detention Pond Phase 1C;

16. Review and approve Change Order No. 2 for Exploration Green Detention Pond Phase 1C;
17. Review bids and award contract for Storm Sewer Phase 39 TV Inspections;
18. Review and act if necessary upon the Engineer's Report and any matters pertaining to construction contracts;
19. Consider and act upon approval of the Capital Projects Disbursements;
20. Receive and act if necessary upon Attorney's Report;
21. Consider and act upon the Investment Summary ending June 30, 2017;
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)



## CLEAR LAKE CITY WATER AUTHORITY

Board of Directors'  
Regular Meeting Minutes  
August 10, 2017

- Regular Meeting                    The Board of Directors of the Clear Lake City Water Authority (the "Authority") convened in regular session open to the public at the regular meeting place in its office at 7:00 p.m. on August 10, 2017. 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. Samuel Johnson, Attorney;  
    Mr. Bill Rosenbaum, Engineer;  
    Ms. Amy Suttle, Customer Service Supervisor;  
    Ms. Mary Ann Schatz, Capital Projects Bookkeeper;  
    Ms. Nikki Andrus, Recording Secretary.
- (A visitor roster copy is on file in the official records of the Authority and identified as Exhibit **A**.)
1. Minutes of 7/13/2017            Reading of the minutes of the July 13, 2017 Regular Meeting was waived due to all  
Regular Meeting                    Directors having received copies prior to the meeting.  
Approved
- Thereupon, by motion duly made by Director Johnson and seconded by Director Savely,  
the Board voted unanimously to approve the minutes of the July 13, 2017 Regular  
Meeting.
2. Comments from the            Jerry Hamby, a resident and volunteer with Exploration Green, read a letter regarding a  
Floor                                       pond in Exploration Green and the wildlife in the area. He voiced his concerns  
    regarding the design of the pond and how it would affect the wildlife. He discussed  
    invasive trees surrounding the pond and throughout Exploration Green and what effects  
    they have on the wildlife. He would like to see the pond redesigned to be more  
    conducive for wildlife and management of invasive trees.
3. 90-Day Extension of            A request for a 90-day extension of water, sewer and drainage service to the NASA  
Water, Sewer and                    Apartments, located at 1235 NASA Pkwy, was presented to the Board for review and  
Drainage Service to the            approval. (A copy of which is on file in the official records of the Authority and identified  
NASA Apartments                    as Exhibit **B**).  
Approved
- Thereupon, by motion duly made by Director Savely and seconded by Director Morrow,  
the Board voted unanimously to approve the request for a 90-day extension of water,  
sewer and drainage service to the NASA Apartments.

4. Water, Sewer and Drainage Service to U of H Clear Lake Projects

A request for water, sewer and drainage service to U of H Clear Lake projects, located at 2700 Bay Area Blvd, 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.)

Thereupon, by motion duly made by Director Savely and seconded by Director Graf, the Board voted unanimously to approve water, sewer and drainage service to U of H Clear Lake projects.

After discussion regarding the approval of the detention by Mr. Larry Dunbar, a motion was made by Director Morrow and seconded by Director Graf, and the Board voted unanimously to reconsider approval of the water, sewer and drainage service to U of H Clear Lake projects. The Board requested to have Mr. Dunbar explain his reasoning for approving a detention rate that does not meet the Authority's requirement of 1 acre foot per acre.

After further discussion by the Board regarding the No Objection letter submitted by Mr. Larry Dunbar, and the question of why he approved a project that does not meet the requirement of 1 acre foot per acre, the motion was made by Director Morrow and seconded by Director Savely to table the approval of the U of H Clear Lake projects until the September Board meeting to allow Mr. Dunbar to further explain why he approved the U of H projects with less than 1 acre foot per acre for detention.

5. Notice of Nonrenewal of Water Tower Lease Agreement with Verizon Wireless  
Approved

A Notice of Nonrenewal of Water Tower Lease Agreement with Verizon Wireless 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 Savely and seconded by Director Graf, the Board voted unanimously to approve the Notice of Nonrenewal of Water Tower Lease Agreement with Verizon Wireless.

6. Tax Collector's Report

The Tax Collector's Report ending July 31, 2017 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 E.)

7. Financial Report Ending 6/30/17  
Approved

The Financial Report ending June 30, 2017 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 Johnson and seconded by Director Graf, the Board voted unanimously to approve the Financial Report ending June 30, 2017.

8. Operating Disbursements Report  
Approved

The Operating Disbursements Report for the period ending July 31, 2017 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 G.)

Thereupon, by motion duly made by Director Morrow and seconded by Director Savely, the Board voted unanimously to approve the Operating Disbursements Report for the period ending July 31, 2017.

9. Pay Application No. 4 for Elevated Storage Tank 1 Recoating  
Approved

Pay Application No. 4 for Elevated Storage Tank 1 Recoating 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 H.)

Thereupon, by motion duly made by Director Morrow and seconded by Director Graf, the Board voted unanimously to approve Pay Application No. 4 for Elevated Storage Tank 1 Recoating for CFG Industries, LLC for \$106,875.00.

10. Change Order No. 2 for Elevated Storage Tank 1 Recoating  
Approved

Change Order No. 2 for Elevated Storage Tank 1 Recoating 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 Johnson, the Board voted unanimously to approve Change Order No. 1 for Elevated Storage Tank 1 Recoating for CGF Industries, LLC for \$2,500.00.

11. Pay Application No. 9 for Sanitary Sewer Phase 66 Manhole Rehabilitation  
Approved

Pay Application No. 9 for Sanitary Sewer Phase 66 Manhole Rehabilitation 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 Morrow and seconded by Director Graf, the Board voted unanimously to approve Pay Application No. 9 for Sanitary Sewer Phase 66 Manhole Rehabilitation for Standard Cement Materials, Inc. for \$21,271.50.

12. Pay Application No. 5 for Sanitary Sewer Phase 67 Rehabilitation  
Approved

Pay Application No. 5 for Sanitary Sewer Phase 67 Rehabilitation 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 K.)

Thereupon, by motion duly made by Director Morrow and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 5 for Sanitary Sewer Phase 67 Rehabilitation for North Houston Pole Line L.P. for \$44,427.00.

13. Review Bids for Sanitary Sewer Phase 71 Manhole Rehabilitation  
Approved

Mr. Rosenbaum presented bids for the Sanitary Sewer Phase 71 Manhole Rehabilitation for the Board's review and discussion to consider options, accept or reject the bids. (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 Savely and seconded by Director Graf, the Board voted unanimously to approve awarding the contract to T. Gray Utility & Rehab Co., Inc., with a bid of \$294,995.00 and 145 calendar days.

14. Review Bids for Sanitary Sewer Phase 73 TV Inspections  
Approved

Mr. Rosenbaum presented bids for the Sanitary Sewer Phase 73 TV Inspections for the Board's review and discussion to consider options, accept or reject the bids. (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 Morrow and seconded by Director Savely, the Board voted unanimously to approve awarding the contract to CSI Consolidated, LLC, with a bid of \$345,181.90 and 185 calendar days.

15. Pay Application No. 4 for Exploration Green Detention Ponds Phase 1C  
Approved

Pay Application No. 4 for Exploration Green Detention Ponds Phase 1C 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 N.)

Thereupon, by motion duly made by Director Morrow and seconded by Director Graf, the Board voted unanimously to approve Pay Application No. 4 for Exploration Green Detention Ponds Phase 1C for LECON, Inc. for \$183,799.71.

16. Change Order No. 2 for Exploration Green Detention Pond Phase 1C  
Approved

Change Order No. 2 for Exploration Green Detention Pond Phase 1C 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 Morrow and seconded by Director Savely, the Board voted unanimously to approve Change Order No. 2 for Exploration Green Detention Pond Phase 1C for LECON, Inc. for \$148,531.50.

17. Review Bids for Storm Sewer Phase 39 TV Inspections
- Mr. Rosenbaum presented bids for Storm Sewer Phase 39 TV Inspections for the Board's review and discussion to consider options, accept or reject the bids. (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 Johnson, the Board voted unanimously to approve awarding the contract to R.L. Utilities, Inc., with a bid of \$144,222.60 and 90 calendar days.
18. 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 **Q.**)
- Mr. Rosenbaum updated the Board on the meeting with Harris County Flood Control District.
19. 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 **R.**)
- Thereupon, by motion duly made by Director Morrow and seconded by Director Graf, the Board voted unanimously to approve the Capital Projects Report in the amount of \$522,922.57.
20. Attorney's Report
- Executive Session was requested.
21. Investment Summary Approved
- The Investment Summary for the period ending June 30, 2017 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 **S.**)
- Thereupon, by motion duly made by Director Morrow and seconded by Director Savely, the Board voted unanimously to approve the Investment Summary for the period ending June 30, 2017.
22. General Manager's Report
- Ms. Morrow presented a request for the Board to consider approval of water, sewer and drainage for the Clear Lake Freestanding ER located at 1351 Clear Lake City Blvd. (A copy of which is on file in the official records of the Authority and identified as Exhibit **T.**) After discussion it was requested by the Board for LAN to include language in their No Objection letter that stated they approved the proposed detention.
- Thereupon, by motion duly made by Director Morrow and seconded by Director Graf, the Board voted unanimously to approve the Clear Lake Freestanding ER pending the revised No Objection letter and to be ratified at the September Board meeting.
- Ms. Morrow reported the Beacon Road repairs are now complete.
- Ms. Morrow reported on the new elevated storage tank #6. There will be a quality control review in September, advertising in December, and award the contract in January/February.
- Ms. Morrow reported the mowing schedule for Exploration Green Phase 1A will be January and June.
- Ms. Morrow reported the Budget Committee meetings will start soon.
23. Old and New Business
- There was a long discussion regarding Exploration Green Phase 2 and the duck pond, the effects on wildlife and plants, and possible changes for Phases 2 and 3.

24. Meeting Adjourned

President Branch declared a recess of the open meeting at 8:52 pm.

After a brief recess an Executive Session was held from 8:56 pm to 9:20 pm to consult with the Attorney regarding legal matters.

After Executive Session the open meeting was reconvened at 9:20 pm.

President Branch declared the open meeting adjourned at 9:21 pm.



\_\_\_\_\_  
President, Board of Directors  
CLEAR LAKE CITY WATER AUTHORITY



\_\_\_\_\_  
Secretary, Board of Directors  
CLEAR LAKE CITY WATER AUTHORITY

(SEAL)



DATE APPROVED: 9-14-17