

CLEAR LAKE CITY WATER AUTHORITY

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

June 9, 2014

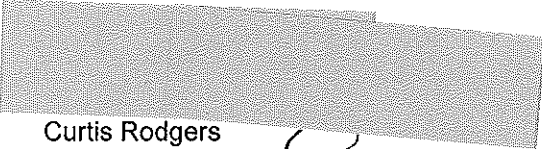
To: All Persons Interested in the Meeting of the Clear Lake City Water Authority Board of Directors:

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 June 12, 2014 for the following purposes:

1. Approve or correct minutes of the April 16, 2014 Special Meeting;
2. Approve or correct minutes of the May 8, 2014 Regular Meeting;
3. Approve or correct minutes of the May 20, 2014 Special Meeting;
4. Comments from the floor (5 minute limitation);
5. Consider and act upon request for water, sewer and drainage service to Archangel Raphael Coptic Orthodox Church at 14220 Crescent Landing;
6. Consider and act upon request for water, sewer and drainage service to St. Clare of Assisi Catholic School Addition at 3131 El Dorado Blvd;
7. Consider and act upon Approving Amendment of Notice to Purchasers and Sellers;
8. Consider and act upon Order and Policy R&S-90 for Industrial Waste Discharges;
9. Consider and act upon the Pasadena Waste Disposal Contract (El Carey);
10. Consider and act upon the possible purchase of a T.V. truck and the hiring of three new employees to operate same;
11. Consider and act upon formalizing an agreement between the CLCWA and the recently constituted Exploration Green Conservancy relative to areas and conditions of responsibility of the two entities;
12. Receive Tax Assessor/Collector Report ending May 31, 2014;
13. Consider and act upon Financial Report ending April 30, 2014;
14. Consider and act upon the Operating Disbursement's Report ending May 31, 2014;
15. Review and approve Pay Application No. 8 for Water Meter Replacement Program;

16. Review and approve Pay Application No. 4 for Sanitary Sewer Phase 57 Rehabilitation;
17. Review and approve Pay Application No. 5 for Sanitary Sewer Phase 58 Television Inspections;
18. Review and approve Pay Application No. 3 for Sanitary Sewer Phase 59 Manhole Rehabilitation;
19. Authorize the advertising for construction bids for Sanitary Sewer Phase 61 Rehabilitation;
20. Review and approve Pay Application No. 4 for Lift Station No. 12 Rehabilitation;
21. Authorize the advertising for construction bids for Lift Station No. 16 Rehabilitation;
22. Review bids and award the construction contract for Lift Station No. 19 Rehabilitation;
23. Review and approve Pay Application No. 5 & Final for Storm Sewer Phase 24 Rehabilitation;
24. Review and approve Pay Application No. 2 for Storm Sewer Phase 25 Rehabilitation;
25. Review and approve Pay Application No. 1 for Storm Sewer Phase 26 Rehabilitation;
26. Review and act upon the Engineer's Report and any matters pertaining to construction contracts;
27. Consider and act upon approval of the Capital Projects Disbursements;
28. Receive and act upon Attorney's Report;
29. Consider and act upon the Investment Summary ending April 30, 2014;
30. Receive General Manager's Report;
31. 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.



Curtis Rodgers
Director of Utilities
Clear Lake City Water Authority

(SEAL)



CLEAR LAKE CITY WATER AUTHORITY

Board of Directors'
Regular Meeting Minutes
June 12, 2014

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 June 12, 2014. Roll was called of the members:

Quorum Present Mrs. Gayle Yoder, President;
Mr. John Branch, Vice President;
Mr. Robert T. Savely, Secretary;
Mr. Gordon Johnson, Director;
Mr. Thomas Morrow, Director.

All were present.

Also present were:

Mr. James Byrd, General Manager;
Mr. Curtis Rodgers, Director of Utilities;
Mr. Bill Rosenbaum, Engineer;
Mr. William Schweinle, Attorney;
Ms. Mary Ann Schatz, Capital Projects Bookkeeper;
Ms. Shirley Kelly, Accounts Manager;
Ms. Alice Cumming, Tax Assessor-Collector & Recording Secretary.

(See visitor roster attached hereto as part of these minutes and identified as Exhibit A.)

1. Minutes of 4/16/14
Special Meeting,
Approved Reading of the minutes of the April 16, 2014 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 Johnson, the Board voted unanimously to approve the minutes for the April 16, 2014 Special Meeting.
2. Minutes of 5/08/14
Regular Meeting,
Approved Reading of the minutes of the May 8, 2014 Regular 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 Johnson, the Board voted unanimously to approve the minutes for the May 8, 2014 Regular Meeting.
3. Minutes of 5/20/14
Special Meeting,
Approved Reading of the minutes of the May 20, 2014 Special Meeting was waived due to all Directors having received copies prior to the meeting.

Thereupon, by motion duly made by Director Savely and seconded by Director Johnson, the Board voted unanimously to approve the minutes for the May 20, 2014 Special Meeting.
4. Comments from the
Floor None.

5. Water, Sewer and Drainage Service to Archangel Raphael Coptic Orthodox Church at 14220 Crescent Landing,
Approved

A request for water, sewer and drainage service to Archangel Raphael Coptic Orthodox Church at 14220 Crescent Landing 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 Johnson, the Board voted unanimously to approve the water, sewer and drainage service to Archangel Raphael Coptic Orthodox Church at 14220 Crescent Landing.
6. Water, Sewer and Drainage Service to St. Clare of Assisi Catholic School Addition at 3131 El Dorado Blvd.,
Approved

A request for water, sewer and drainage service to St. Clare of Assisi Catholic School Addition at 3131 El Dorado Blvd. 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 Johnson, the Board voted unanimously to approve the water, sewer and drainage service to St. Clare of Assisi Catholic School Addition at 3131 Dorado Blvd.
7. Amendment of Notice To Purchasers and Sellers,
Approved

An amendment of Notice to Purchasers and Sellers was presented to the Board for review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit D.)

Thereupon, by motion duly made by Director Savely and seconded by Director Morrow, the Board voted unanimously to approve the amendment of Notice to Purchasers and Sellers.
8. Order and Policy R&S-90 for Industrial Waste Discharges,
Approved

A copy of an Order and Policy R&S-90 for Industrial Waste Discharges was presented to the Board for review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit E.)

Thereupon, by motion duly made by Director Savely and seconded by Director Johnson, the Board voted unanimously to approve the Order and Policy R&S-90 for Industrial Waste Discharges.
9. Pasadena Waste Disposal Contract,
Approved

A copy of the Pasadena Waste Disposal Contract was presented to the Board for review and 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 Pasadena Waste Disposal Contract.
10. Purchase T.V. Truck and Hiring Three Employees,
Deferred

This item was deferred.
11. Formalizing Agreement Between CLCWA and Exploration Green Conservancy,
Deferred

This item was deferred.
12. Tax Collector Report, Received

Ms. Cumming presented a report of taxes collected and taxes outstanding as of May 31, 2014 for the Board's review. (Copy attached hereto as part of these minutes and identified as Exhibit G.)

13. Financial Report, Approved
The Financial Report ending April 30, 2014 was presented for the Board's approval. (Copy attached hereto as part of these minutes and identified as Exhibit H.)
Thereupon, by motion duly made by Director Branch and seconded by Director Johnson, the Board voted unanimously to approve the Financial Report ending April 30, 2014.
14. Operating Disbursements Report, Approved
The Operating Disbursements Report ending May 31, 2014 was presented for the Board's approval. (Copy attached hereto as part of these minutes and identified as Exhibit I.)
Thereupon, by motion duly made by Director Branch and seconded by Director Johnson, the Board voted unanimously to approve the Operating Disbursements Report ending May 31, 2014.
15. Pay Application No. 8 for Water Meter Replacement Program, Approved
Mr. Rosenbaum presented Pay Application No. 8 for Water Meter Replacement Program for the Board's review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit J.)
Thereupon, by motion duly made by Director Branch and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 8 for National Metering Service, Inc. for \$238,027.52.
16. Pay Application No. 4 for Sanitary Sewer Phase 57 Rehabilitation, Approved
Mr. Rosenbaum presented Pay Application No. 4 for Sanitary Sewer Phase 57 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 Johnson, the Board voted unanimously to approve Pay Application No. 4 for PM Construction & Rehab, LLC, for \$117,537.30.
17. Pay Application No. 5 for Sanitary Sewer Phase 58 Television Inspections, Approved
Mr. Rosenbaum presented Pay Application No. 5 for Sanitary Sewer Phase 58 Television Inspections for the Board's review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit L.)
Thereupon, by motion duly made by Director Savely and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 5 for Midwest Trenchless Technologies, Inc., for \$2,925.00.
18. Pay Application No. 3 for Sanitary Sewer Phase 59 Manhole Rehabilitation, Approved
Mr. Rosenbaum presented Pay Application No. 3 for Sanitary Sewer Phase 59 Manhole Rehabilitation for the Board's review and approval. (Copy attached hereto as part of these minutes 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 Standard Cement Materials, Inc., for \$86,652.90.
19. Authorize Advertising for Construction Bids for Sanitary Sewer Phase 61 Rehabilitation, Approved
Mr. Rosenbaum requested Board approval to authorize the solicitation of construction bids for Sanitary Sewer Phase 61 Rehabilitation. This project is included in Bond Issue 35.
Thereupon, by motion duly made by Director Savely and seconded by Director Branch, the Board voted unanimously to approve advertising for construction bids for Sanitary Sewer Phase 61 Rehabilitation.

20. Pay Application No. 4 for Lift Station No. 12 Rehabilitation, Approved
- Mr. Rosenbaum presented Pay Application No. 4 for Lift Station No. 12 Rehabilitation for the Board's review and 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 Pay Application No. 4 for Tartob Commercial Services, LLC, for \$16,632.00.
21. Authorize Advertising for Construction Bids for Lift Station No. 16 Rehabilitation, Approved
- Mr. Rosenbaum requested Board approval to authorize the solicitation of construction bids for Lift Station No. 16 Rehabilitation. This project is included in Bond Issue 35.
- Thereupon, by motion duly made by Director Morrow and seconded by Director Branch, the Board voted unanimously to approve advertising for construction bids for Lift Station No. 16 Rehabilitation.
22. Review Bids for the Construction Contract for Lift Station No. 19 Rehabilitation, Approved
- Mr. Rosenbaum presented bids received for the construction contract for Lift Station No. 19 Rehabilitation for the Board's review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit O.)
- Thereupon, by motion duly made by Director Johnson and seconded by Director Branch, the Board voted unanimously to approve awarding the contract to the low bidder, T & C Construction, LTD with a bid of \$266,560.00 and 180 calendar days construction time, based on the Engineer's recommendation and with the possibility of having to add an antenna tower at a later date due to interference. The source of funds is the TCEQ Series 2012 Bond Issue No. 33.
- Note: The Engineer explored the possibility of eliminating Bid Item 15a "Installation of a 60-foot Antenna Tower if the existing Tower Height is not sufficient for Acceptable for Communications". Staff with Shrader Engineering, the SCADA Design Engineer, determined that the two radio systems could be placed on the same antenna tower without radio interference. Therefore, Bid Items 15 & 15a are no longer needed and removing them from the contract reduces the project from the Base Bid of \$319,560.00 to \$266,560.00.
23. Pay Application No. 5 & Final for Storm Sewer Phase 24 Rehabilitation, Approved
- Mr. Rosenbaum presented Pay Application No. 5 & Final for Storm Sewer Phase 24 Rehabilitation for the Board's review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit P.)
- Thereupon, by motion duly made by Director Savely and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 5 & Final for R. L. Utilities, Inc., for \$31,005.53.
24. Pay Application No. 2 for Storm Sewer Phase 25 Rehabilitation, Approved
- Mr. Rosenbaum presented Pay Application No. 2 for Storm Sewer Phase 25 Rehabilitation for the Board's review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit Q.)
- Thereupon, by motion duly made by Director Savely and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 2 for National Power Rodding Corp., for \$77,670.90.
25. Pay Application No. 1 for Storm Sewer Phase 26 Rehabilitation, Approved
- Rosenbaum presented Pay Application No. 1 for Storm Sewer Phase 26 Rehabilitation for the Board's review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit R.)
- Thereupon, by motion duly made by Director Savely and seconded by Director Johnson, the Board voted unanimously to approve Pay Application No. 1 for R. L. Utilities, Inc., for \$88,110.00.

- 26. Engineer's Report Mr. Rosenbaum presented a written status of projects for the Board's review and discussion. (Copy attached hereto as part of these minutes and identified as Exhibit S.)
- 27. 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 T.)

Thereupon, by motion duly made by Director Branch and seconded by Director Johnson, the Board voted unanimously to approve the Capital Projects Report in the amount of \$335,282.03.
- 28. Attorney's Report Mr. Schweinle updated the Board on the Texas Workforce Commission personnel issue regarding E. Barron.
- 29. Investment Summary, Approved The Investment Summary ending April 30, 2014 was presented for the Board's approval. (Copy attached hereto as part of these minutes and identified as Exhibit U.)

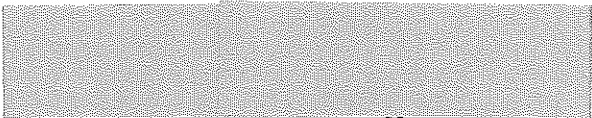
Thereupon, by motion duly made by Director Branch and seconded by Director Savely, the Board voted unanimously to approve the Investment Summary ending April 30, 2014.
- 30. General Manager's Report Mr. Byrd informed the Board that the CCR Report has been sent to the printers and the report has to be mailed to the customers by July 1st.

Mr. Byrd gave an update on the Reserve at Clear Lake development and mentioned that the "voter trailer" has been moved onto the property.

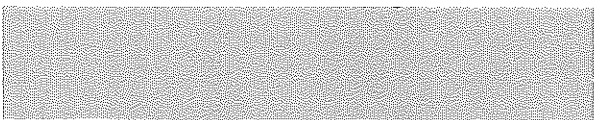
Mr. Byrd reported that the second notice has been given to Kevin Munz (ClearPoint Crossing Property Owners Association) for violation of the Detention Policy. The fine is \$200 per day.

Mr. Byrd gave an update on the City of Houston replacement of the 48" waterline.
- 31. Old and New Business Director Branch requested for the Engineer to work up a cost estimate to add a reverse osmosis system for the reuse water.

Since two Directors will be out of town the second Thursday in July, the Board changed the Regular Meeting to Thursday, July 17th.
- 32. Meeting Adjourned President Yoder declared the regular meeting adjourned at 9:42 p.m.



President, Board of Directors
CLEAR LAKE CITY WATER AUTHORITY



Secretary, Board of Directors
CLEAR LAKE CITY WATER AUTHORITY

(SEAL)

DATE APPROVED: _____