GREATER TEXOMA UTILITY AUTHORITY BOARD MEETING JANUARY 16, 2023

GTUA BOARD ROOM 5100 AIRPORT DRIVE DENISON, TEXAS 75020

NOTICE OF PUBLIC MEETING OF THE BOARD OF DIRECTORS OF THE GREATER TEXOMA UTILITY AUTHORITY GTUA BOARD ROOM 5100 AIRPORT DRIVE

DENISON, TEXAS 75020 Monday, January 16, 2023, 12:00 p.m.

Notice is hereby given that a meeting of the Board of Directors of the Greater Texoma Utility Authority will be held on the 16th day of January 2023, at 12:00 p.m. in the Administrative Offices of the Greater Texoma Utility Authority, 5100 Airport Drive, Denison TX, 75020, at which time the following items may be discussed, considered and acted upon, including the expenditure of funds:

Agenda:

- I. Call to Order.
- II. Pledge of Allegiance.
- III. Administer Oath of Office
- IV. Consider and act upon Officers for 2023 Calendar Year.
- V. Consent Agenda
 - * Items marked with an asterisk (*) are considered routine by the Board of Directors and will be enacted in one motion without discussion unless a Board Member or a Citizen requests a specific item to be discussed and voted on separately.
- VI. * Consider and act upon approval of Minutes December 19, 2022, Meeting.
- VII. * Consider and act upon approval of accrued liabilities for December 2022.
- VIII. Citizens to be Heard.
- IX. Consider and act upon Audited Financial Statements for Fiscal year Ending September 30, 2022.
- X. Consider and act upon a resolution by the Board of Directors of the Greater Texoma Utility Authority requesting financial assistance from the Texas Water Development Board, authorizing the filing of an application for assistance, and making certain findings in connection therewith (White Shed Water Supply Corporation Water Improvements Project).
- XI. Consider and act upon a resolution by the Board of Directors of the Greater Texoma Utility Authority requesting financial assistance from the Texas Water Development Board, authorizing the filing of an application for assistance, and making certain findings in connection therewith (Gober Municipal Utility District Electrical Improvements Project).
- XII. Discussion and possible action on the Board Policy Manual.
- XIII. Receive General Manager's Report: The General Manager will update the Board on operational and other activities of the Authority.

³PERSONS WITH DISABILITIES WHO PLAN TO ATTEND THIS MEETING, AND WHO MAY NEED ASSISTANCE, ARE REQUESTED TO CONTACT VELMA STARKS AT (903) 786-4433 TWO (2) WORKING DAYS PRIOR TO THE MEETING, SO THAT APPROPRIATE ARRANGEMENTS CAN BE MADE.

¹The Board may vote and/or act upon each of the items listed in this agenda.

²At any time during the meeting or work session and in compliance with the Texas Open Meetings Act, Chapter 551, Government Code, Vernon's Texas Codes, Annotated, the Greater Texoma Utility Authority Board may meet in executive session on any of the above agenda items or other lawful items for consultation concerning attorney-client matters (§551.071); deliberation regarding real property (§551.072); deliberation regarding prospective gifts (§551.073); personnel matters (§551.074); and deliberation regarding security devices (§551.076). Any subject discussed in executive session may be subject to action during an open meeting.

ATTACHMENT VI

MINUTES OF THE BOARD OF DIRECTORS' MEETING GREATER TEXOMA UTILITY AUTHORITY

MONDAY, DECEMBER 19, 2022

AT THE ADMINISTRATIVE OFFICES 5100 AIRPORT DRIVE DENISON TX 75020

Members Present: Stanley Thomas, Scott Blackerby, Donald Johnston, Matt Brown, Robert

Hallberg, and Ken Brawley

Members Absent: Brad Morgan

Staff: Nichole Sims Murphy, Debi Atkins, and Velma Starks

General Counsel: Bond Counsel:

Mike Wynne, Wynne and Smith

Visitors: David Howerton, Plummer Associates, Inc.

Tom Pruitt, P.E., City of Sherman

I. <u>Call to Order</u>

Vice President Donald Johnston called the meeting to order at 12:00 p.m.

II. Pledge of Allegiance

Vice President Donald Johnston led the group in the Pledge of Allegiance.

III. Consent Agenda

Items marked with an asterisk () are considered routine by the Board of Directors and are enacted in one motion without discussion unless a Board Member or a Citizen request a specific item to be discussed and voted on separately.

- IV. * Consider and act upon approval of Minutes of November 21, 2022, Meetings.
- V. * Consider and act upon approval of accrued liabilities for November 2022.

Board Member Scott Blackerby made the motion to approve the Consent Agenda as presented. Board Member Matt Brown seconded the motion. Motion passed unanimously.

VI. <u>Citizens to be Heard.</u>

No citizens to be heard.

VII. <u>Consider and act on the award of contract for City of Sherman 36-inch West Sherman Water Main Contractor Manager at Risk.</u>

Tom Pruitt, P.E., City of Sherman, provided background information for the Board. Pape-Dawson, the City of Sherman's Program Manager, recommended that Garney Companies be awarded the contract for the 36-inch West Sherman Water Main CMAR project. Board Member Matt Brown made the motion contingent upon the City of Sherman taking same action to award the contract to Garney Companies for City of Sherman 36-inch West Sherman Water Main CMAR project. Board Member Scott Blackerby seconded the motion. Motion passed unanimously.

VIII. <u>Consider and act on the award of contract for City of Sherman 5 MGD WTP Expansions Project.</u>

Tom Pruitt, P.E., City of Sherman, provided background information for the Board. The project engineer, Garver, recommended awarding the contract for the City of Sherman 5 MGC WTP Expansions project to Archer Western Construction, LLC. Discussion was held. Board Member Matt Brown made the motion to award the contract to Archer Western Construction, LLC contingent upon the City of Sherman's approval. Board Member Ken Brawley seconded the motion. Motion passed unanimously.

IX. <u>Consider and act upon Change Order No. 2 to the contract with Underwood, Inc. for the City of Whitewright Waterline Project.</u>

Nichole Sims Murphy, GTUA, provided background information for the Board. Change Order No. 2 consists of an extension of 60 days to substantially complete the project. Underwood, Inc. was unable to start the project until 120 days after notice to proceed due to material availability. The contractor is also waiting for a permit to cross the railroad. Board Member Matt Brown made the motion to approve Change Order No. 2 to the contract with Underwood, Inc. contingent upon Whitewright's approval. Board Member Robert Hallberg seconded the motion. Motion passed unanimously.

X. Consider and act upon Change Order #1 for the City of Bells Water Meter Box Project

Nichole Sims Murphy, GTUA, provided background information for the Board. Change Order #1 for the City of Bells Water Meter Box project would reduce the number of light duty meter boxes by 90 boxes and add 20 heavy duty meter boxes, 8 heavy duty dual meter boxes, and 20 round heavy duty 12" lids. Change Order #1 increased Cooke County Winsupply's contract amount by \$2,581.94, resulting in a total contract amount of \$20,589.34. Board Member Scott Blackerby made the motion to approve the Change Order #1 contingent upon Bells approving the Change Order #1. Board Member Robert Hallberg seconded the motion. Motion passed unanimously.

XI. Consider and act upon Change Order #1 for the City of Bells Water Meter Supply Project.

Nichole Sims Murphy, GTUA, provided background information for the Board. The City of Bells is asking to remove 120 meters, add retrofitting 120 existing meters, and adding the required equipment and training for switching the meters from Automated Meter Reading (AMR) to Advanced Metering Infrastructure (AMI). Change Order No. 1 would increase Cooke County Winsupply's contract amount by \$15,257.50, resulting in a total contract amount of \$201,839.28.

Board Member Scott Blackerby made the motion to approve Change Order #1 for the City of Bells Water Meter Supply project contingent upon Bells approval. Board Member Ken Brawley seconded the motion. Motion passed unanimously.

XII. <u>Discussion and possible action on the Board Policy Manual.</u>

Board Member Ken Brawley made the motion to table Item XII. Board Member Stanley Thomas seconded the motion. Motion passed unanimously.

- XIII. Discussion and possible action on January and February Board Meeting dates.
 - No changes were made to the January or February meeting dates.
- XIV. Receive General Manager's Report: The General Manager will update the Board on operational and other activities of the Authority.

Nichole Sims Murphy provided the General Manager's Report to the Board.

- The amendment to City of Gunter, Marilee / Mustang SUD Bonds will come to the Board in February
- Sherman project bond update by Pape-Dawson in January
- GTUA possibly financing water projects for Gober MUD, White Shed, Mustang SUD and Arledge Ridge WSC
- Issue CGMA pipeline with developer in Anna. Discussion was held.
- XV. Board Member Scott Blackerby made the motion to adjourn. Board Member Stanley Thomas seconded the motion. Vice President Donald Johnston declared the meeting adjourned at 12:38 p.m.

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|---------------------|---|
| | |
| Recording Secretary | Secretary-Treasurer |

ATTACHMENT VII

RESOLUTION NO. _____

A RESOLUTION BY THE BOARD OF DIRECTORS OF THE GREATER TEXOMA UTILITY AUTHORITY AUTHORIZING PAYMENT OF ACCRUED LIABILITIES FOR THE MONTH OF DECEMBER

The following liabilities are hereby presented for payment:

| The following liabilities are neleby presented for payment. | CURRENT | PRIOR MONTH | PRIOR YEAR |
|--|--|--------------|-------------|
| GENERAL: | | | |
| Dues and Subscriptions | | | |
| Herald Democrat (Newspaper renewal online & print for 12/9/22-12/9/23) TWCA (Annual renewal NWRA level C membership for 2023) | 156.00 899.00 | | |
| Fuel and Reimbursements for Mileage | | | |
| Nichole Sims (Reimbursement for mileage) Paul Sigle (Fuel) Stacy Pactrick (Reimbursement for mileage) Velma Starks (Reimbursement for mileage) Valero Fleet Plus (Fuel - operations vehicles) | 23.76 51.61 21.50 44.65 1,296.45 | | |
| <u>Insurance</u> | | | |
| TWCA Risk Management (Auto insurance for new 2022 Ford Ranger) | 855.00 | | |
| Leases/Rental Fees | | | |
| Pitney-Bowes (Mailing system) North Texas Regional Airport (Lease - administrative offices) | 105.00 2,456.72 | | |
| <u>Legal Fees</u> | | | |
| Wynne & Smith, LLC (Agenda, Board Meeting) | 263.15 | | |
| Maintenance Agreements | | | |
| Novatech (Konika-Minolta copier) | 472.49 | | |
| Meetings and Conferences | | | |
| Debi Atkins (BOD, drinks for meeting) Feast on This (BOD Lunches) | 16.85 277.00 | | |
| <u>Miscellaneous</u> | | | |
| Velma Stark (Munson, mileage to bank) | 17.02 | | |
| Valley View Consulting (Investing fees) | 15,233.73 | | |
| Professional Services | | | |
| Final Details (Cleaning Service) Gonzalez Landscape (Lawn Care, April-Dec 2022) | 585.00 918.72 | | |
| Repair & Maintenance - Administrative and Operations Vehicles | | | |
| Grayson County Tax Assessor (2022 Ranger Title and Tags) Whistlestop Car Spa - (Oil Changes for 2012 & 2014 F150's trucks) | 16.75 186.34 | | |
| <u>Supplies</u> | | | |
| Advantage Office Supplies (General Office Supplies) American Express (General Office Supplies,Zoom) Bank of Texas Visa (General Office Supplies, GoDaddy MS 365 renewals, Website builder & marketing, Adobe, Quill, Checks) Wayne Parkman (Wire to convert bldg 703 lights to LED, Office chair repair kit) | 15.74 1,052.60 27.06 | | |
| <u>Uniforms</u> | | | |
| Bank of Texas Visa (Print works hats for operators) Steve White (Uniform reimbursement) | 269.82 149.28 | | |
| <u>Utilities</u> | | | |
| 8x8 (Former Telephone carrier, Charged for renewal in error. Credit Card company is disputing charges.) Dave Tomlinson (Reimbursement for cell phone expenses) Nichole Sims (Reimbursement for cell phone expenses) Paul Sigle (Reimbursement for cell phone expense & internet change) Richard McCool (Reimbursement for cell phone expenses) Steve White (Reimbursement for cell phone expenses) Wayne Eller (Reimbursement for cell phone expenses) Sparklight (Internet) AT&T Mobility (Cell Phones) City of Denison (Water) City of Sherman (Trash services) Zulty Inc.(phone lines - local & long distance) Shell Energy (Electric) ATMOS Energy (Gas) | 184.94 25.00 25.00 8.34 25.00 25.00 131.44 71.91 228.35 85.00 475.65 340.24 389.66 | | |
| TOTAL: | \$ 27,451.77 | \$ 46,838.47 | \$ 7,093.49 |
| | | ,, | ,000.40 |

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| | CURRENT | PRIOR MONTH | PRIOR YEAR |
|---|---|---------------|---------------|
| SOLID WASTE: | | | |
| <u>Utilities</u> | | | |
| Grayson-Collin Electric (Nov & Dec) Starr Water Supply | 263.33 68.34 | | |
| TOTAL: | \$ 331.67 | \$ 735.05 | \$ 205.51 |
| WASTEWATER: | | | |
| Engineering Fees | | | |
| City of Valley View (Valley View 2022 - Reimb. for Rehab & Maintenance Ser. invoice. Sewer Sys. Maint. for July 2022) Binkley & Barfield (Sherman 2021 - South side Sanitary Sewer Replacement for engineering services for Nov 2022) Freese & Nicholes (Sherman 2021 - Wastewater Master Plan services through Oct. 2022. Basic services 85.66% complete) Huitt-Zollars (Sherman 2021 - Post Oak Sanitary Sewer Improv. services through 12/3/22) Mead & Hunt (Sherman 2017- Post Oak WWTP Aeration & Secondary Treatment services through Nov 2022) Plummer (Sherman 2022 - WW Treatment Plant and reuse Plan 28% complete) Underwood Drafting (Sherman 2022 - Easement across Spare Room Venture I properties to Bandemier property. Address: SE corner of Plainview Road & 1417) | 27,896.87 2,240.00 6,583.75 58,825.00 5,305.00 171,563.80 | | |
| <u>Miscellaneous</u> | | | |
| BLX (Ector 2017 - investment review for period ending 9/19/22) BLX (Gainesville 2013 - Investment review for Bond series 2013 for the period of 10/1/22) | 250.00 250.00 | | |
| TOTAL: | \$ 273,414.42 | \$ 374,441.08 | \$ 224,812.64 |
| WATER: | | | |
| Advertising | | | |
| Column (Bells 2022 - Water Meter Installation project. Order # 691830) Star Local Media - (Bells 2022 - Public Ad to bid water meter install. Run dates 12/18/22-12/25/22) | 158.51 851.00 | | |
| <u>Construction Costs</u> | | | |
| Associated Const. (Princeton 2018 - Forest Grove Pump Station Pay App #38) BELT Const. (Princeton 2022 - Water Main 55% complete. Pay App #2) Crescent Construction (Bear Creek 2019 - Pump station #2 improvements. Pay app #16) Crescent Construction (Bear Creek 2019 - Pump station #2 improvements. Pay app #17) Landmark (Priceton 2022 - 2.5 MG Elevated Storage Tank. Pay App #6) Landmark (Priceton 2022 - 2.5 MG Elevated Storage Tank. Pay App #7) Prater Electric (CGMA - Bloomdale Pump Station - Emergency generator upgrade. Pay app #4 their inv# 142-4) Red River Const. (Sherman 2020 - Post Oak WWTP Aeration Basin 83% complete) | 11,875.00 1,438,949.19 73,359.90 103,224.63 399,418.00 214,263.00 14,250.00 46,664.00 | | |
| Engineering Fees | | | |
| City of Princeton (Princeton 2018 - Reimbursement for KH Oct 22 engineering serv. for Forest Grove Pump Station) Freese & Nichols (Sherman 2022 - LT Pump Station Exp Design 40% complete) Freese & Nichols (Sherman 2022 - NW & SW pipelane Design 60% complete) Freese & Nichols (Sherman 2022 - LT Pump Station Design 45% complete) Freese & Nichols (Sherman 2022 - Shepherd EST 10% complete) Fugro USA Land (Princeton 2018 - Inspection fees) Garver (Sherman 2022 - WTP Exp 71% Complete) | 2,710.81 23,481.25 528,568.29 7,967.50 1,896.59 570.00 141,540.73 | | |
| <u>Groundwater</u> | | | |
| 8x8 (NTGCD - Former telephone carrier. Charged for Auto renewal. Credit Card company disputing charges.) 8x8 (RRGCD - Former telephone carrier. Charged for Auto renewal. Credit Card company disputing charges.) American Express (NTGCD - Public notice for BOD meeting, DFC's) AT & T Mobility (NTGCD - W. Parkman - cell phone) Bank of Texas Visa (NTGCD - BOD Chick-Fil-A, TWCA membership renewal, GoDaddy MS 365, & SSL renewal GMA8 web) Bank of Texas Visa (RRGCD - Grayson Cty posting for BOD, GoDaddy MS 365 & SSL renewal) Kenneth Elliott (NTGCD - cell phone reimbursement, parts & materials for well monitoring) Kenneth Elliott (RRGCD - cell phone reimbursement) Lowes (NTGCD - Well monitoring supplies) Paul Sigle (NTGCD - cell phone reimbursement) Valero Fleet Plus (NTGCD - Fuel) Valero Fleet Plus (RRGCD - mileage reimbursement) Velma Starks (NTGCD - mileage reimbursement) Velma Starks (RRGCD - mileage reimbursement) Vayne Parkman (NTGCD - reimbursement for flow testing materials) Zulty, Inc. (NTGCD - 800 line, local & long distance) Meetings & Conferences | 184.95 184.95 343.40 64.90 1,121.45 240.60 172.62 12.50 203.73 8.33 274.58 54.35 17.81 22.67 6.60 475.65 | | |
| Debi Atkins (RRGCD BOD drinks for meeting) | 17.70 | | |
| Took with the transfer of the | 17.70 | | |

| | CURRENT | PRIOR MONTH | PRIOR YEAR |
|---|---|-----------------|------------------------|
| <u>Miscellaneous</u> | | | |
| BLX (Tom Bean 2017 - investment review for the period ending 7/25/22) BLX (Sherman 2017 - Investment review for period ending 06/29/22) BLX (Gainesville 2012 - Investment review for Bond series 2012 for the period ending 4/3/22) FAO, USACE Tulsa Dist. (Sherman 2020 O&M Repair, Rehab, Replace.for water storage in LK Texoma 11/1/22-10/31/23) Gonzalez Landscape (Sherman 2012 Ref - Pump Station, Corp Property - mowing April - Dec 2022) | 250.00 250.00 250.00 3,305.58 1,500.22 | | |
| Paying Agent Fees | | | |
| Bank of Texas Trust (Lake Texoma 2010 - GTUACRBS10LT 2/15/2023) | 300.00 | | |
| CGMA Equipment | | | |
| Bank of Texas Visa (CGMA - Kubota equipment lease for land clearing at Howe & Bloomdale P.S. Chain saw parts) Stewart & Stevenson (CGMA - Bloomdale emergency generator lease for the period of 11/7/22-12/4/22) USA Bluebook (CGMA - Sample dipper and pole) | 3,676.64 6,489.00 3,116.36 | | |
| CGMA Repair & Maintenance | | | |
| American Express (CGMA - CPVC ball valve, shutter fan) Earl Owen Automotive (CGMA - Mounted LED wireless handheld remote directional strobe lights for Ranger 2022) Gonzalez Landscape (CGMA - April - December 2022 Howe Pump statiion) Kemp Lawn Maintenance (CGMA - Bloomdale Pump Station, Nov.) Murley Plumbing (CGMA - Pump Station Repairs) NTTA (CGMA - Toll charges to get parts and materials in metro area) RLC Controls (CGMA - Service call to VA vault. Valve not operating in Auto) Texas Excavation Safety System, Inc. (CGMA - Message Fees) | 415.52 691.49 817.47 380.00 21,708.15 6.13 1,000.00 183.35 | | |
| Supplies | | | |
| Home Depot (CGMA - Misc. materials and parts) Lowe's (CGMA - Misc. materials and parts for repairs) Tractor Supply (CGMA - misc. parts and materials for minor repairs) USA Bluebook (CGMA - misc. parts and materials, ball valves, PVC pipe nipples, male connectors.) | 878.59 2,011.48 115.76 655.53 | | |
| CGMA Utilities | | | |
| AT & T Mobility (CGMA emergency back up lines) AT & T U-Verse (Bloomdale Pump Station, Internet) Bank of Texas Visa (WC of Texas -McKinney, Bloomdale Pump Station trash service) Shell Energy (Bloomdale Pump Station) | 112.46 43.01 115.63 13,325.25 | | |
| TOTAL: | <u>\$ 3,075,236.79</u> | \$ 2,179,907.99 | <u>\$ 1,152,315.87</u> |
| GRAND TOTAL: | \$ 3,376,434.65 | \$ 2,601,922.59 | \$ 1,384,427.51 |
| BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE GREATER TEXOMA UTILITY AUTHORITY THAT the Secretary-Treasurer is hereby authorized to make payments in the amounts listed above. | | | |
| On motion of and | | | |
| seconded by, the foregoing | | | |
| Resolution was passed and approved on this, the day of, by the following vote: | | | |
| AYE: NAY: | | | |
| At a regular meeting of the Board of Directors of the Greater Texoma Utility Authority. | | | |
| | | | |
| President | | | |
| | | | |
| ATTEST: | | | |
| | | | |
| Secretary/Treasurer | | | |

ATTACHMENT IX



GREATER TEXOMA UTILITY AUTHORITY AGENDA COMMUNICATION

DATE: January 11, 2023

SUBJECT: AGENDA ITEM NO. IX

CONSIDER AND ACT UPON AUDITED FINANCIAL STATEMENTS FOR FISCAL YEAR ENDING SEPTEMBER 30, 2022

<u>ISSUE</u>

Consider and act upon audit for fiscal year ending September 30, 2022

BACKGROUND

Each year the Authority Board of Directors engages the services of an independent auditing firm to perform an audit of the Authority's financial resources. This year the audit is being provided by Pattillo, Brown & Hill, LLP. The auditors performed their fieldwork at the Authority offices over the past three (3) months and are now prepared to present their findings to the Board.

CONSIDERATIONS

The statute requires that the Authority provide copies of its audit to various public agencies within 135 days of the end of its fiscal year which is February 12, 2023. In order for this to take place, it is necessary for the Board to review the audit at the January meeting.

Mr. Todd Pruitt will be present at the meeting to present the audit findings.

STAFF RECOMMENDATIONS

The staff recommends the Board of Directors, after hearing from the auditors, consider adopting the audit and authorize the dissemination to all agencies requiring a copy to be filed.

ATTACHMENTS

Digital copies of the Audit will be provided to the Board via-email prior to the meeting. Hard copies can be made available to the Board Members upon request.

PREPARED AND SUBMITTED BY:

RECOMMENDED BY:

Dola Attins

Paul M. Sigle, General Manager

Debi Atkins, Finance Officer

ATTACHMENT X



GREATER TEXOMA UTILITY AUTHORITY AGENDA COMMUNICATION

DATE: January 11, 2023

SUBJECT: AGENDA ITEM NO. X

CONSIDER AND ACT UPON A RESOLUTION BY THE BOARD OF DIRECTORS OF THE GREATER TEXOMA UTILITY AUTHORITY REQUESTING FINANCIAL ASSISTANCE FROM THE TEXAS WATER DEVELOPMENT BOARD, AUTHORIZING THE FILING OF AN APPLICATION FOR ASSISTANCE, AND MAKING CERTAIN FINDINGS IN CONNECTION THEREWITH (WHITE SHED WATER SUPPLY CORPORATION WATER IMPROVEMENTS PROJECT).

ISSUE

Consider a resolution to request an application for participation by the Texas Water Development Board (TWDB) to finance the planning, acquisition, design, and construction of the White Shed Water Supply Corporation's Water System Improvements Project.

BACKGROUND

The White Shed WSC Board President, Jodie Gibbs, contacted the Authority General Manager requesting assistance in obtaining funding for a new well and elevated storage tank project for White Shed's water system. Authority Staff meet with members of the White Shed WSC Board of Directors to discuss possible funding opportunities and White Shed has requested assistance from GTUA in providing funding for the water project.

After discussing the project with White Shed WSC, Authority Staff has determined that funding thou Texas Water Development Board's Texas Water Development Fund (DFund) meet the needs of White Shed WSC.

STAFF RECOMMENDATIONS

The staff recommends that the Board authorize the submission of an application to the TWDB for funds to be used by the Authority for the White Shed WSC's Water System Improvements Project in the amount not to exceed \$3,500,000.

ATTACHMENTS

Resolution Application Affidavit Certificate of Secretary

PREPARED AND SUBMITTED BY:

Paul M. Sigle, General Manager

Application Filing and Authorized Representative Resolution

| A RESOLUTION by the | Board of Director | s | of the |
|--|--------------------------|--|---------------------|
| Greater Texoma Utility Author | ority | requesting financial assistance from t | he Texas Water |
| Development Board; authorizing | g the filing of an | application for assistance; and making ce | ertain findings in |
| connection therewith. | | | |
| DE VE DEGOLVED DY | , ave Board of F | Directors | |
| BE IT RESOLVED BY THE Greater Texoma Utility A | | JII COLOTS | OF |
| | | : | .1 |
| | | y approved and authorized to be filed with | |
| for the costs of improvements t | | an amount not to exceed \$ 3,500,000 | to provide |
| for the costs of improvements t | o the write once | woo water system | · |
| SECTION 2: That P | aul Sigle, Genera | al Manager t | e and is hereby |
| · | | ter Texoma Utility Authority | |
| | · | cuments as may be required in connection wi | |
| • | _ | and the rules of the Texas Water Developmen | |
| | | | |
| SECTION 3: That the fe | ollowing firms and i | individuals are hereby authorized and directed | d to aid and assist |
| in the preparation and subm | ission of such ap | pplication and appear on behalf of an | d represent the |
| Greater Texoma Utility Author | ority | before any hearing held by | the Texas Water |
| Development Board on such appli | cation, to wit: | | |
| | | | |
| Financial Advisor: | Garry Kimball | | _ |
| | Specialized Public Final | nce, 248 Addie Roy Road, Suite B-103, Austin, TX 78746-411 | <u> </u> |
| | | | |
| Engineer: | Angel Delgado | | |
| | Dunaway Associates | s, LLC. 118 McKinney Street, Farmersville, TX 7544 | <u>2</u> |
| | | | |
| Bond Counsel: | Kristen Savant | | _ |
| | Norton, Rose, Fulbrig | pht, 2200 Ross Ave., Suite 3600, Dallas, TX 75201-793 | <u>2</u> |
| | | | |
| PASSED AND APPROV | /ED, this the | day of | |
| | | _ , | • |
| ATTEST: | | Ву: | |
| | | <u> </u> | |

(Seal)

Application Affidavit

| THE STATE OF TEXAS | § |
|--|---|
| COUNTY OF Grayson | § |
| APPLICANT GTUA/White Shed WS0 | <u>C</u> § |
| BEFORE ME, the undersi | igned, a Notary Public in and for the State of Texas, on this day |
| personally appeared Paul Sigle | as the Authorized Representative of the |
| Greater Texoma Utility Authority | , who being by me duly sworn, upon oath says that: |
| | |
| 1. The decision by the Greater T | Texoma Utility Authority (authority, city, county, corporation, |
| district) to request financial assistance from the | he Texas Water Development Board ("TWDB") was made in a public |
| - | Meetings Act (Government Code, §551.001, et seq,) and after providing |
| all such notice as required by such Act as is | applicable to the Greater Texoma Utility Authority (authority, city, |
| county, corporation, district) . | |
| 2. The information submitted in th | ne application is true and correct according to my best knowledge and |
| belief. | |
| 3. The Greater Texoma Utility | Authority (authority, city, county, corporation, district) has no |
| pending, threatened, or outstanding judgme | ents, orders, fines, penalties, taxes, assessment or other enforcement or |
| compliance issue of any kind or nature by the | he Environmental Protection Agency, Texas Commission on |
| | Texas Secretary of State, or any other federal, state or local government, |
| except for the following (if no such outstand | · |
| None | |
| 4. The Greater Texoma Utility | Authority (authority, city, county, corporation, district) warrants |
| | n the application in the event that the TWDB provides the financial |
| assistance; and | a the approximation in the coordinate and a real processing the animals. |
| 5. the Greater Texoma Utility | Authority (authority, city, county, corporation, district) will comply |
| | regulations as well as the laws of this state and the rules and regulations |
| | Official Representative |
| | Title: |
| SWORN TO AND SURSCRIRED | BEFORE ME, by, |
| | |
| on this day of | , 20 |
| | |
| (NOTARY'S SEAL) | |
| (NOTAKI S SEAL) | Notary Public, State of Texas |

Application Resolution - Certificate of Secretary

| THE STATE OF TEXAS | § | | | |
|--|---|--|--|--|
| COUNTY OF Grayson | § | | | |
| APPLICANT GTUA/White Sh | ed WSC § | | | |
| | | | | |
| I, the undersigned, SeconDO HEREBY CERTIFY as follows: | | Texoma Utility Auth | ority | _Texas, |
| 1. That on the 1 | 6 day of January | , 20_ 23 , a 1 | regular/special meeting of | of the |
| Greater Texoma Utility A | | | | |
| Board of Directors | | being as follows: | | |
| Brad, Morgan, Donald Johnsto | | | cott Blackerby | |
| all of whom were present at the | | | | |
| Robert Hallberg | meeting, except the fono | wing. | | |
| Among other business considere | ed at the meeting, the atta | ched resolution entitled: | | |
| financial participation | from the Texas Water D ial participation; and mal | of the Greater Textervelopment Board; authorising certain findings in co | orizing the filing of an ap | |
| presentation and consideration o | | n a motion made by | <i>S</i> 1 | and |
| seconded by | | , the resolution was p | | |
| Board of Directors | by the following vote | : | | |
| voted "For" | V | oted "Against" | abstained | |
| all as shown in the official minu | tes of the Greater Texoma | Utility Authority for this me | eeting. | |
| 2. That the attack of the Greater Texoma Utility Authorithe date of this meeting are those the time, place, and purpose of meeting, and the deliberations of the meeting, including the subjection compliance with the provision | ty; the qualified and the persons shown above an eneeting was given to each of the public business descript of the resolution descript. | nd, according to the record number of the Board of the ribed above, was open to bed above, was posted ar | ds of my office, advance Directors; ar the public and written n d given in advance of th | on on e notice of ond that the notice of |
| IN WITNESS WHERE | | me and affixed the seal o | | |
| (SEAL) | Sec | eretary | | |

ATTACHMENT XI



GREATER TEXOMA UTILITY AUTHORITY AGENDA COMMUNICATION

DATE: January 11, 2023

SUBJECT: AGENDA ITEM NO. XI

CONSIDER AND ACT UPON A RESOLUTION BY THE BOARD OF DIRECTORS OF THE GREATER TEXOMA UTILITY AUTHORITY REQUESTING FINANCIAL ASSISTANCE FROM THE TEXAS WATER DEVELOPMENT BOARD, AUTHORIZING THE FILING OF AN APPLICATION FOR ASSISTANCE, AND MAKING CERTAIN FINDINGS IN CONNECTION THEREWITH (GOBER MUNICIPAL UTILITY DISTRICT ELECTRICAL IMPROVEMENTS PROJECT).

ISSUE

Consider a resolution to request an application for participation by the Texas Water Development Board (TWDB) to finance the planning, acquisition, design, and construction of the Gober Municipal Utility District Electrical Improvements Project.

BACKGROUND

The Gober MUD Board President, Jan Johnson, contacted the Authority General Manager requesting assistance in obtaining funding for improvements to the District's water system. These improvements include construction of new water lines, electrical work, new generator, and a ground storage tank liner.

The Texas Water Development Board (TWDB) Drinking Water State Revolving Fund (DWSRF) was selected as the funding source for these improvements. The DWSRF program offers below-market interest rates and is often the best source for funding projects of this nature.

In August of 2020, the Board of Directors approved a resolution authorizing an application for financial assistance with the Texas Water Development Board in the amount of \$830,000. Upon closing of the \$830,000 bond issue, Gober MUD went out for bids for the Waterline Improvements Project. The bids for the Waterline Improvements Project came in over budget and left no funds available for the Electrical Improvements Project.

Gober MUD's Board of Directors has requested assistance in obtaining funding for the Electrical Improvements Project. After discussing the project with Gober MUD, Authority Staff has determined that funding thou Texas Water Development Board's Texas Water Development Fund (DFund) meets the needs of Gober MUD.

STAFF RECOMMENDATIONS

The staff recommends that the Board authorize the submission of an application to the TWDB for funds to be used by the Authority for the Gober MUDs Electrical Improvements Project in the amount not to exceed \$520,000.

ATTACHMENTS

Resolution Application Affidavit Certificate of Secretary



GREATER TEXOMA UTILITY AUTHORITY AGENDA COMMUNICATION

PAGE 2

PREPARED AND SUBMITTED BY:

Paul M. Sigle, General Manager

Application Filing and Authorized Representative Resolution

| A RESOLUTION by the | Board of Directors | of the |
|---------------------------------------|--|---------------------|
| Greater Texoma Utility Auth | | the Texas Water |
| Development Board; authorizing | ng the filing of an application for assistance; and making | certain findings in |
| connection therewith. | | |
| | | |
| | Y THE Board of Directors | OF |
| THE Greater Texoma Utility | Authority | |
| SECTION 1: That an | application is hereby approved and authorized to be filed wi | th the Texas Water |
| Development Board seeking fin | ancial assistance in an amount not to exceed \$ 520,000 | to provide |
| for the costs of improvements | to the Gober MUD water electrical system | |
| SECTION 2: That | Paul Sigle, General Manager | he and is homely |
| · · · · · · · · · · · · · · · · · · · | entative of the Greater Texoma Utility Authority | be and is hereby |
| | | |
| _ | nd executing such documents as may be required in connection | |
| and filing of such application for | financial assistance and the rules of the Texas Water Developm | ent Board. |
| SECTION 2. That the | C. Harring Comment in Harrington bounds and a discontinuous | 4.44 |
| | following firms and individuals are hereby authorized and direct | |
| • • | nission of such application and appear on behalf of | • |
| Greater Texoma Utility Auth | octore any nearing near | oy the Texas Water |
| Development Board on such app | lication, to wit: | |
| Financial Advisor: | Garry Kimball | |
| i manciai Auvisoi. | Specialized Public Finance, 248 Addie Roy Road, Suite B-103, Austin, TX 78746- | 4110 |
| | | |
| Engineer: | Kevin Vanhoozier | |
| 3 | Hayter Engineering, 4445 SE Loop 286, Paris, TX 75460 | |
| | | |
| Bond Counsel: | Kristen Savant | |
| | Norton, Rose, Fulbright, 2200 Ross Ave., Suite 3600, Dallas, TX 75201-7 | <u>'932</u> |
| | | |
| PASSED AND APPRO | OVED, this the day of, 20 | <u>_</u> · |
| A TTECT. | D | |
| ATTEST: | By: | |
| | | |

(Seal)

Application Affidavit

| THE STATE OF | FTEXAS | § |
|----------------------|--|--|
| COUNTY OF | Grayson | § |
| APPLICANT | GTUA/Gober MUD | § |
| | Davil Ciala | d, a Notary Public in and for the State of Texas, on this day as the Authorized Representative of the , who being by me duly sworn, upon oath says that: |
| 4 771 | decision by the Greater Texo | ma Utility Authority |
| | <u> </u> | |
| _ | | exas Water Development Board ("TWDB") was made in a public |
| _ | - | ings Act (Government Code, §551.001, et seq,) and after providing licable to the Greater Texoma Utility Authority (authority, city, |
| | | licable to the Greater Texoma Utility Authority (authority, city, |
| county, corporation, | • | |
| belief. | information submitted in the ap | plication is true and correct according to my best knowledge and |
| | Greater Texoma Utility Aut | (authority, city, county, corporation, district) has no |
| | | orders, fines, penalties, taxes, assessment or other enforcement or |
| _ | | nvironmental Protection Agency, Texas Commission on |
| _ | | as Secretary of State, or any other federal, state or local government, |
| | | compliance issues, write in "none"). |
| None | nowing (if no such outstanding | compliance issues, write in none). |
| - | Creator Toyona Litility Aut | |
| | | (authority, city, county, corporation, district) warrants |
| • | the representations made in the | application in the event that the TWDB provides the financial |
| | Greater Texoma Utility Authole federal laws, rules, and regula | nority (authority, city, county, corporation, district) will comply ations as well as the laws of this state and the rules and regulations |
| | | Official Representative |
| | | Title: |
| | | |
| SWOR | N TO AND SUBSCRIBED BEI | FORE ME, by, |
| on this | day of | , 20 |
| | | |
| (NOTARY'S SE | EAL) | Notary Public, State of Texas |

Application Resolution - Certificate of Secretary

| THE STATE OF | FTEXAS | § | | | |
|---|---|--|---|---|--|
| COUNTY OF | Grayson | § | | | |
| APPLICANT | GTUA/Gober MUD | § | | | |
| | | | | | |
| | ndersigned, Secretary of the ERTIFY as follows: | _{he} <u>Greater T</u> | exoma Utility A | uthority | Texas, |
| 1. | That on the 16 day | of January | . 20 23 | . a regular/special m | eeting of the |
| | oma Utility Authorit | | | | |
| Board of Dir | | | being as follow | | |
| | Donald Johnston, Stanley | | | | |
| | e present at the meeting, o | | - | <u>.</u> | |
| Robert Hallbei | • | except the follow | mg. | | |
| | siness considered at the m | neeting, the attac | hed resolution entitle | ed: | |
| "A RE financ | SOLUTION by the Board ial participation from the for financial partici | Texas Water De | velopment Board; a | Texoma Utility Authority uthorizing the filing of in connection therewise | of an application |
| was introduced a | and submitted to the Board | d of Directors | fo | r passage and adoptic | on. After |
| presentation and | consideration of the reso | lution, and upon | a motion made by _ | | and |
| | 1. 41. | | , the resolution w | as passed and adopte | d by the |
| Board of Directors | by the | following vote: | | | |
| | voted "For" | vo | ted "Against" | abstai | ined |
| all as shown in tl | he official minutes of the | Greater Texoma U | Itility Authority for this | s meeting. | |
| the date of this n the time, place, a meeting, and the the meeting, incl | That the attached resolution of Utility Authority; neeting are those persons and purpose of meeting will deliberations of the public uding the subject of the relith the provisions of Chapter of | the qualified and shown above and as given to each ic business descri- esolution describ | d acting members of d, according to the remember of the Boar ibed above, was opened above, was poster | the Board of Directors ecords of my office, a d of Directors en to the public and w ed and given in advan | on advance notice of ; and that the ritten notice of |
| | NESS WHEREOF, I hav | | | | |
| the | | , this the | day of | , 20 |) |
| | | | | | |
| | | - | | | |
| (SEAL) | | Secr | retary | | |

ATTACHMENT XII



GREATER TEXOMA UTILITY AUTHORITY AGENDA COMMUNICATION

DATE: January 11, 2023

SUBJECT: AGENDA ITEM NO. XII

DISCUSSION AND POSSIBLE ACTION ON THE BOARD POLICY MANUAL.

ISSUE

Discussion and possible action on proposed amendment to the Board Policy Manual.

BACKGROUND

The Greater Texoma Utility Authority Board Policy Manual basically is a compilation of Board-approved policies and a description of its organization and method of operation. The policies in the Board Policy Manual are intended to comply with state law and operating policies that have been established by the Board.

The proposed changes include what constitute a majority of the Board, the regular meeting time, and procurements of goods and services.

The draft Board Policy Manual was sent to the Board via email 10 days in advance of the Board meeting.

ATTACHMENT

Board Policy Manual - Changes Only

PREPARED AND SUBMITTED BY:

Paul M. Sigle, General Manager



BOARD POLICY MANUAL

Submitted to:

Board of Directors Greater Texoma Utility Authority 5100 Airport Drive Denison, TX 75020

Reviewed and Updated: July 18, 2011 November 21, 2022

PART 1 -- THE BOARD AND ITS OPERATION

1.00 -- PURPOSE OF THE GREATER TEXOMA UTILITY AUTHORITY BOARD POLICY MANUAL

The Greater Texoma Utility Authority Board Policy Manual basically is a compilation of Board-approved policies and a description of its organization and method of operation. The policies in the Board Policy Manual are intended to comply with state law and to operating policies that have been established by the Board. The Board policies may be amended by a two-thirds vote of the full Board provided copies of such amendments have been sent to the Board members ten days before the meeting at which the policies are to be considered for amendment.

As new policies are enacted or present policies revised or rescinded by the Board, such additions or changes will be issued by the Authority office and inserted in the Board Policy Manual according to code and subject. It is essential to keep this document up-to-date at all times. The format and the system are organized to keep the Board Policy Manual current with a minimum of effort.

The Board Policy Manual is structured for use by the Board as a ready reference to existing policies and to aid in determining areas where policies are lacking or where policies need review and possible revision. It is also designed to provide the administration staff with all established Board policies.

1.10 Background and Development of the Greater Texoma Utility Authority

In the late 1970's the Cities of Sherman and Denison began to realize the impending need for major capital improvements in their water and wastewater systems. A retreat concerning the community was held in Eufala, Oklahoma, in 1978, in which over 100 Denison citizens participated. City Managers of the Cities of Denison and Sherman discussed with their respective councils the desire and need to form an organization or entity through which the respective cities could achieve their desired objectives with regard to development of additional water resources, correction of existing wastewater problems and solid waste problems. Legislation was drafted in late 1978, and reviewed in early 1979 with State Representative Bob Bush and State Senator Ed Howard, who agreed to introduce and support the necessary enabling legislation allowing for the creation of a municipal utility district to serve the communities in the area.

1.11 The Authorizing Statute--HB976 (1979)

Legislation authorizing the creation of the Greater Texoma Municipal Utility District was introduced in the House of Representatives in early 1979, passed the House under Bob Bush's sponsorship, and the Senate under Ed Howard's sponsorship, and was signed by then Governor Clements on May 6, 1979. The bill provided for an enabling election to be held the next regular election date. This election was conducted in the Cities of Denison and Sherman August 11, 1979. The citizens of both of these communities authorized the creation of the Greater Texoma Municipal Utility District. The Municipal Utility District began functions and accepted contractual

employed, shall perform such duties as may be assigned by the Board or assigned committee. The General Manager may hold other offices of GTUA except the office of President or Vice-President. The General Manager shall serve as the Chief Budget Officer of GTUA, and as such shall be responsible for the preparation and administration of all budgets of GTUA which have been adopted by the Board. The General Manager, who shall have operating responsibility for the GTUA, may delegate specific duties from time to time to other GTUA employees. He shall identify, in writing, a subordinate who shall serve as Acting General Manager during such time as he is absent or unable to serve as General Manager. The Board of Directors has adopted a seal for the GTUA, with the General Manager appointed as custodian of the seal for Greater Texoma Utility Authority.

2.12 Committees of the Board

There shall be no standing committees, but a committee may be appointed from time to time to serve as the Board may deem helpful and useful.

2.13 The Special Committee and Task Force

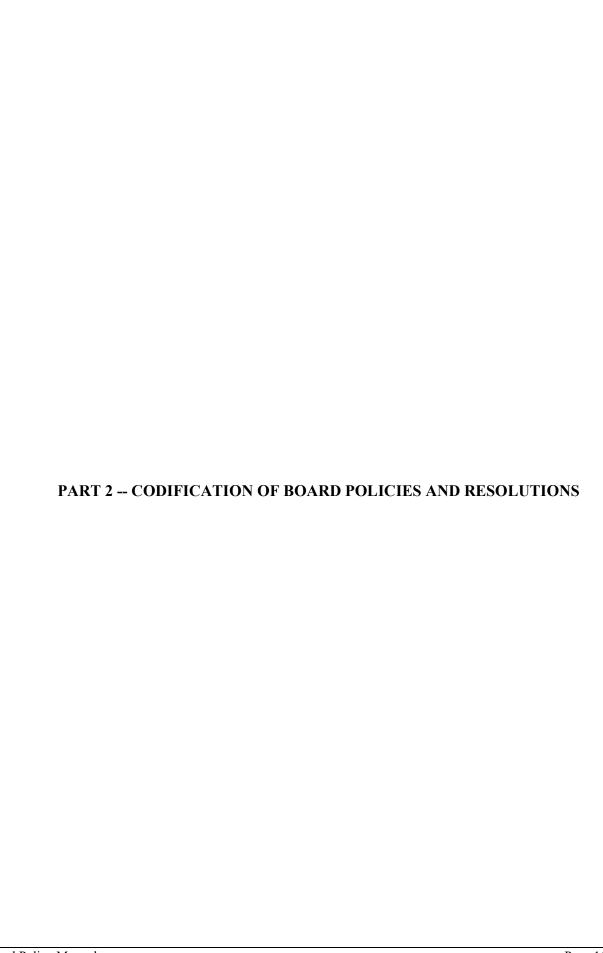
The Board may authorize special committees or task forces for specific assignment to handle special projects, problems, or planning. These would be appointed for the specific task and be abolished on the completion of its assigned work.

The Board may appoint a special or a continuing Citizens Advisory Committee as needed to assist the Board in communicating an understanding of the services of the GTUA and in receiving suggestions and advice from the committee regarding its role and services.

2.14 Board Meetings

Notice of all Board Meetings shall be placed in the glass-encased outdoor bulletin board located on the main entrance to the Administrative Offices of the GTUA at 5100 Airport Drive, Denison Texas 75020, which the Board has determined is a place convenient to the public. The location of the District Office for the GTUA is 5100 Airport Drive, Denison, Grayson County, Texas 75020.

A. Regular Meetings. The regular meetings of the GTUA Board will be held on a monthly basis at the Administrative Offices of the GTUA, at 5100 Airport Drive, Denison, Grayson County, Texas, unless otherwise specified in the call of the meeting. The Board shall establish regularly scheduled meeting dates, times, and places, and a fivemajority of the appointed and qualified Board Members shall constitute a quorum. Currently, the Board has established the third Monday of each month for the regular meeting date, with the time of the meeting being 12:0030 p.m.



11.12 Policy Regarding Monthly Board Meeting Date and Time

Policy: Policy Regarding Monthly Board Meeting Date and Time

Recorded Action: Minutes Dated November 18, 1991

Amended Policy - Minutes Dated January 11, 1993 Amended Policy - Minutes Dated October 24, 2022

<u>Purpose:</u> The Board of Directors of the Greater Texoma Utility Authority meets monthly for discussion of the Authority's activities; a date and time shall be set for the monthly meetings; and during the January 11, 1993 Board Meeting, the Board voted and approved to change the monthly meeting date to the third Monday of each month as the date for each monthly meeting with the time being 12:30 p.m. <u>On October 24, 2022 Board Meeting, the Board voted and approved to change the monthly meeting time to 12:00 p.m.</u>

Statement of Policy: The monthly meeting date and time are hereby established as the third Monday of each month, at 12:30-00 p.m.

11.13 Policy Relating to Requests for Copies of Authority Records

<u>Policy: Policy By the Board of Directors of the Greater Texoma Utility Authority Relating</u> to Requests for Copies of Authority Records

Recorded Action: Minutes Dated March 9, 1992

<u>Purpose:</u> From time to time individuals and entities request copies of the Authority's records, and the Authority has a need to recover the costs of providing the requested copies of records.

Statement of Policy: The cost for providing non-certified copies shall be as set out by the State Purchasing and General Services Commission's most recently published costs figures to be used by state agencies. In the event it is contemplated that the cost for the copying of the records will be excessive, and the provision of the copies would cause inordinate adversity to the Authority if the cost of recopying the requested records was not recovered, then payment of the costs for the recopying of the records will be recovered by the Custodian of Records requiring one of the following:

- A. Requirement of a bond for payment of the costs for provision of copies of the requested records; or
- B. Requirement of a prepayment made in cash for the anticipated costs for the provision of copies of the requested records.

30.00 -- POLICIES ON PROCUREMENT

30.01 Policy for the Procurement of Goods and Services Other than High Technology Procurement and Procurement of Professional Services

<u>Policy: Policy for the Procurement of Goods and Services Other than High Technology</u> Procurement and Procurement of Professional Services

Recorded Action: Minutes Dated January 17, 1980

Amended: Minutes Dated July 19, 2004
Amended: Minutes Dated March 17, 2008
Amended: Minutes Dated October 24, 2022

<u>Purpose:</u> To ensure that goods and services necessary to conduct the official business of the Authority are obtained at the lowest possible cost in a fair and impartial manner. This section does not apply to the procurement of professional services or to the procurement of high technology equipment, which are dealt with in following sections of this Manual.

Statement of Amended Policy: In 1979, the 66th Legislature created the Greater Texoma Municipal Utility District, a conservation and reclamation district in Grayson County. Four years later, legislation was passed that changed the name of the district to the Greater Texoma Utility Authority (Authority). This change was made in an effort to avoid any possible confusion with developer municipal utility districts. Section 3A relating to bidding requirements was added to the same piece of legislation in 1983, to provide guidance from the Texas Water Code regarding competitive bidding procedures. Since 1983, the Texas Water Code has been expanded to provide ample guidance for bidding procedures for conservation and reclamation districts like the Authority. The Texas House of Representatives adopted HB1120 March 28,2003 and the Texas Senate adopted HB 1120 May 20, 2003, concerning competitive bidding requirements for the Authority, repealing Section 3A, Chapter 97, Acts of the 66th Legislature, Regular Session, 1979. The effect of the repeal of this section is to remove the competitive bidding requirement specific to the Authority, making the Authority subject to Chapter 49 of the Texas Water Code, as are other districts without special provisions. The Texas Senate approved Senate Bill 657 and the Texas House of Representatives approved companion House Bill 1033 in April 2007, to be effective September 1, 2007, amending the threshold amount certain water districts are required to solicit competitive bids, and the required number of times the notice is to be published for contracts over \$50,000.00, advertising the letting of the contract.

This policy is intended to comply with the requirements of the Texas Water Code §49.273, as approved by House Bill 1120 March 28, 2003 by the House of Representatives and May 20, 2003 by the Senate, as amended by Senate Bill 657 and companion House Bill 1033 effective September 1, 2007.

<u>Section I:</u> The Board of Directors (Board) hereby adopts Section 49.273, of the Texas Water Code, as amended, for bidding requirements:

- A. The Board shall contract for construction and repair and renovation of facilities and for the purchase of equipment, materials, machinery, and all things that constitute or will constitute the plant, works, facilities, or improvements in accordance with Section 49.273 of the Texas Water Code. The bidding documents, plans, specifications, and other data needed to bid on the project must be available at the time for the first advertisement and the advertisement shall state the location at which these documents may be reviewed.
- B. A contract may cover all the work to be provided for the Authority or the various elements of the work may be segregated for the purpose of receiving bids and awarding contracts. A contract may provide that the work will be completed in stages over a period of years.
- C. A contract may provide for the payment of a total sum that is the completed cost of the work or may be based on bids to cover cost of units of the various elements entering into the work as estimated and approximately specified by the project engineer, or a contact may be let and awarded in any other form or composite of forms and to any responsible person or persons that, in the Board's judgment, will be most advantageous to the Authority and result in the best and most economical completion of the proposed plants, improvements, facilities, works, equipment, and appliances.
- D. For contracts over \$50,00075,000 the Board shall advertise the letting of the contract, including the general conditions, time, and place of opening of sealed bids. The notice shall be published in one or more newspapers circulated in each county in which part of the Authority is located. If one newspaper meets both of these requirements, publication in such newspaper is sufficient. If there are more than four counties in the Authority's district, notice may be published in any newspaper with general circulation of the Authority's district. The notice shall be published once a week for two consecutive weeks before the date that the bids are opened, and the first publication shall be not later than the 21st 14th day before the date of the opening of the sealed bids.
- E. For contracts over \$25,000, but not more than \$50,00075,000, the Board shall solicit written competitive bids on uniform written specifications from at least three bidders.
- F. For contracts not more than \$25,000, the Board is not required to advertise or seek competitive bids
- G. The Board may not subdivide work to avoid the advertising requirements specified in this section.
- H. The Board may not accept bids that include substituted items unless the substituted items were included in the original bid proposal and all bidders had the opportunity to bid on the substituted items or unless notice is given to all bidders at a mandatory pre-bid conference.

- I. If changes in plans and specifications are necessary after the performance of the contract is begun, or if it is necessary to decrease or increase the quantity or work to be performed or of the materials, equipment, or supplies to be furnished, the Board may approve change orders making the changes. The aggregate of the change orders may not increase the original contact price by more than 10-25 percent. Additional change orders may be issued only as a result of unanticipated conditions encountered during construction, repair, or renovation or changes in regulatory criteria or to facilitate project coordination with other political entities.
- J. The Board is not required to advertise or seek competitive bids for the repair of facilities if the scope or extent of the repair work cannot be readily ascertained or if the nature of the repair work does not readily lend itself to competitive bidding.
- K. The Board may use the reverse auction procedure, as defined by Section 2155.062(d), Government Code, for purchasing.
- L. The Board is not required to advertise or seek competitive bids for security or surveillance systems or components of or additions to the Authority's facilities relating to security or surveillance, including systems used for the prevention of terrorist or criminal acts and incidents or acts of war, if the Board finds that doing so would compromise the safety and security of Authority facilities or residents.
- M. In accordance with this section, the Board may elect to contract for the construction or repair and renovation of the Authority's facilities and for the purchase of equipment, materials, machinery, and all things that constitute or will constitute the plant, works, facilities, or improvements of the Authority, notwithstanding a conflicting provision in the Authority's special law. An election under this subsection must be by resolution of the Board and applies only to a contract entered into on or after the effective date of the resolution.

<u>Section II:</u> All policies or resolutions that are in conflict with the provisions of this resolution be, and the same are hereby, repealed and all other policies or resolutions of the Authority not in conflict with the provisions of this resolution shall remain in full force and effect.

30.02 Policy Relating to the Procurement of Professional Services

<u>Policy: Policy Resolution Relating to the Procurement of Professional Services by the Greater Texoma Utility Authority</u>

<u>Purpose:</u> From time to time during the conduct of its contractual obligations with member cities, the Greater Texoma Utility Authority will find it necessary to engage the services of firms and individuals governed by the Professional Services Procurement Act, V.A.C.S. 664-4. The purpose of this statement is to establish a policy to be utilized by the Authority in securing these professional services.

<u>Statement of Policy:</u> The following policy is hereby enacted:

ADJOURN