

**GREATER TEXOMA UTILITY AUTHORITY  
BOARD OF DIRECTORS' MEETING  
JANUARY 23, 2012**

**AGENDA**

**AGENDA**  
**GREATER TEXOMA UTILITY AUTHORITY**  
**BOARD OF DIRECTORS SPECIAL MEETING**  
**GTUA BOARD ROOM**  
**5100 AIRPORT DRIVE**  
**DENISON, TEXAS 75020**  
**12:30 P.M., MONDAY, JANUARY 23, 2012**

Notice is hereby given that a special meeting of the Board of Directors of the Greater Texoma Utility Authority will be held on the 23<sup>rd</sup> day of January, 2012, at 12:30 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. Administer Oaths of Office
- II. Call to Order
- III. 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.
- IV. \* Consider and act upon approval of Minutes of December 19, 2011 Meeting
- V. \* Consider and act upon approval of accrued liabilities for December 2011
- VI. Citizens to be Heard
- VII. Consider and act upon audit for fiscal year ending September 30, 2011
- VIII. Consider all matters incident and related to amending Resolution No. 999 authorizing the issuance of "Greater Texoma Utility Authority Contract Revenue Bonds, Series 2009 (City of Princeton Project)" to expand the project description, including the adoption of a resolution pertaining thereto.
- IX. Consider and discuss Zebra Mussel Seasonal Pumping Conditions from the Corps of Engineers
- X. Consider and act upon Texas Water Conservation Association Risk Management Fund Election

- XI. Receive Monthly Financials
- XII. Receive Quarterly Investment Report
- XIII. Receive General Manager's Report
- XIV. Adjourn

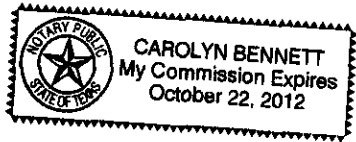
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<sup>1</sup>The Board may vote and/or act upon each of the items listed in this agenda.  
<sup>2</sup>At any time during the meeting or work session and in compliance with the Texas Open Meetings Act, Chapter 551, Government Code, Vernon's Texas Codes, 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.

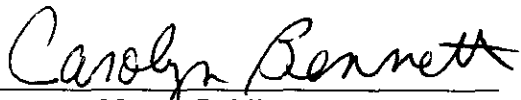
This is to certify that I, Carmen Catterson, posted this agenda on the outdoor bulletin board of the Administrative Offices of the Greater Texoma Utility Authority, on the west side of the building, by 5:00 p.m. on January 17, 2012. I also posted this agenda in the Texas Register and provided this agenda to the County Clerks in Collin, Cooke, Denton, Fannin, and Grayson Counties, the City Clerks of Denison, Gainesville, Sherman, and all other member cities, with a request that it be posted.

  
Carmen Catterson

Sworn and subscribed to before me this 16 day of January 2012.



(S E A L)

  
Notary Public

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

**ATTACHMENT IV**

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

**MONDAY, DECEMBER 19, 2011**

**AT THE ADMINISTRATIVE OFFICES  
5100 AIRPORT DRIVE  
DENISON TX 75020**

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Members Present: Don Skelton, Bill Johnson, George Rowland, Everett Grantham, Paul Kirley, Mark Kuneman, Clyde Yeatts

Members Absent: Duane Hayes, David Sprowl

Staff: Jerry Chapman, Carolyn Bennett and Carmen Catterson

Visitors: Mike Wynne, Wynne & Smith Law Firm  
Jonathan Cannon, Herald Democrat  
David Gattis, Freeman-Millican, Inc.

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I. Call to Order

President Skelton called the meeting to order at 12:32 PM

II. Consent Agenda

The items marked with an asterisk (\*) are considered routine by the Board of Directors and will be enacted in one motion with the consent agenda. President Skelton asked the Board if there were any items they wished to have removed from the consent agenda for discussion. There were no items requested by the Board of Directors to be removed from the consent agenda for discussion. Vice President Johnson motioned to approve the consent agenda. The motion was seconded by Board Member Grantham and passed unanimously.

III. \* Consider and act upon approval of Minutes of November 21, 2011 Meeting

IV. \* Consider and act upon approval of corrected accrued liabilities for October 2011 and accrued liabilities for November 2011

V. Citizens to be Heard

Mr. Chapman introduced the visitors.

VI. Wastewater Activities

Consider and act upon award of contract for Sherman Post Oak Creek WWTP Peak Flow Storage Improvements, Phase II

This project has been in progress for some time. Mr. Gattis, the consulting engineer, provided a recommendation to award the contract to Vessels Construction. Seven competitive bids were received with the low bid at \$313,275.40. This is approximately \$37,000 below the engineer's estimate. Vessels Construction has

completed several projects for the City of Sherman and the City is comfortable with awarding the contract to this contractor. The funds for this project are coming from the Sherman 2008 bond issue.

Board Member Kirley motioned to award the contract for the Sherman Post Oak Creek WWTP Peak Flow Storage Improvements, Phase II to Vessels Construction in the amount of \$313,275.40, contingent upon similar action being taken by the City of Sherman. The motion was seconded by Board Member Kuneman and passed unanimously.

Receive update on bids received for "Greater Texoma Utility Authority Contract Revenue Bonds, Series 2012 (City of Sherman Project)"

The Authority took bids for the \$5,505,000 bond series being issued for the City of Sherman last week. Three bids were received with the low bid being submitted by Southwest Securities, Inc. at a rate of 3.584347%. Mr. Chapman signed the pricing certificate last week, as authorized by the Board at the November meeting. This is on the Sherman City Council agenda.

#### VII. Water Activities

Receive update on bids received for "Greater Texoma Utility Authority Contract Revenue Bonds, Series 2012 (City of Sherman Project)"

Discussion on this item was under Item VI-B.

#### VIII. General Activities

\*Receive Monthly Financials

Consider and act upon rental adjustment.

The Authority leases the office building from the North Texas Regional Airport. The lease is on a two-year adjustment based on the Consumer Price Index. The increase this year is 5% and the calculations appear to be correct. Secretary/Treasurer Rowland expressed an opinion that the Consumer Price Index does not seem to be the best method for determining the lease amount. He stated that a real estate index would be much more applicable to this situation. He recommended that the staff review other possibilities for indexes before the lease agreement is available for renewal in 2013. President Skelton asked the staff to review the contract to determine if the Consumer Price Index is listed as the mechanism for rate adjustments. The office building is approximately 7,000 square feet.

Secretary/Treasurer Rowland motioned to approve the 2011-2013 rental agreement with the North Texas Regional Airport. The motion was seconded by Vice President Johnson and passed unanimously.

Consider and act upon election of officers for 2012 calendar year.

Board Member Yeatts reported that the Nominating Committee recommended re-electing the current slate of officers for the 2012 calendar year. Board Member Kuneman motioned to elect Don Skelton for President, Bill Johnson for Vice President and George Rowland for Secretary/Treasurer. The motion was seconded by Board Member Grantham and passed unanimously.

Discuss format of agenda packet.

Mr. Chapman explained that the staff is proposing to modify the agenda packet communication that is provided to the Board of Directors. The new format would be more compartmentalized and would include

a section for alternatives and considerations. Mr. Chapman stated that he felt the new format would provide more clarity for the Board. This would also enable the staff to expedite the agenda process to reduce the risk of items being left out of the agenda packet. Vice President Johnson requested the staff add a section titled "Action Requested."

Board member Kirley motioned to approve the new format. The motion was seconded by Vice President Johnson and passed unanimously.

Consider and act upon adjusting January meeting date.

Many cities and water districts have a fiscal year from October 1 through September 30. This causes a time constraint for the auditing firms. Once the audit is complete, the auditors like to visit with the staff to discuss the audit and to finalize the report, which usually takes approximately one week. The staff also likes the Board to be able to review the report before the meeting. The staff is requesting the Board consider adjusting the meeting to the fourth Monday in January to allow more time for review.

Board Member Grantham motioned to adjust the meeting to the fourth Monday in January 2012. The motion was seconded by Board Member Kirley and passed unanimously.

At this time, Mr. Chapman reported that the staff attended the public hearing in Krum on November 21<sup>st</sup>. No opposing persons attended the meeting, but the City of Denton filed a protest to the permit renewal application. This may be because Krum has a housing development that is being treated by the City of Denton and the City of Denton may have been afraid of losing the revenue. The situation is still pending, but Mr. Chapman does not feel the Texas Commission on Environmental Quality (TCEQ) will prevent Krum from building a new wastewater treatment plant. This will most likely delay the closing of the bonds.

The Authority is currently assisting the City of Van Alstyne with their water systems as well as operating the wastewater treatment plant, but more work remains. Mr. Chapman and Alan Moore, Operations Supervisor spent several hours today reviewing the plant and developing an estimate of work remaining to be done on the plant. The staff hopes this project to be the Compliance Supplemental Environmental Project to offset the current fines from the TCEQ. Philip Rodriguez has recently taken the position of City Manager for Van Alstyne. He has been very receptive to the Authority and very appreciative of the staff's work.

The staff is still providing support to the Red River GCD and the North Texas GCD. Well registrations for the North Texas GCD have been received for several months and meter readings will be submitted beginning in January 2012. The meter readings will be used to develop fees to support the GCD's activities. The Red River GCD has signed a contract with Alan Plummer & Associates to develop a web-based geodatabase.

The contract on the Lake Texoma Raw Water Line is underway and the pigging operation should begin next week. Any Board members interested are invited to attend.

XI. Adjourn

Upon motion by President Skelton, seconded by Secretary/Treasurer Rowland and passed unanimously, the Board adjourned at 1:06 PM.

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\_\_\_\_\_  
Recording Secretary

\_\_\_\_\_  
Secretary-Treasurer



**ATTACHMENT V**

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 2011:**

The following liabilities are hereby presented for payment:

**GENERAL:**

Dues and Subscriptions

|  |    |        |
|--|----|--------|
| Gainesville Daily Register (Annual subscription) | \$ | 126.00 |
| Texas Social Security Program (Annual fee)       |    | 35.00  |

Equipment

|  |          |
|--|----------|
| Ben Meadows (D.O. probe for Hach Meter - D. Smith)                     | 419.37   |
| Diamond Computers (Norton Anti-Virus x 2)                              | 79.90    |
| Northeast Scientific (PH Meter x 2, DO Meter x 2, probe x 2, case x 2) | 1,322.29 |

Equipment / Supplies - Contract Operation Services

|  |       |
|--|-------|
| Lowe's Business (Van Alstyn Operations - Heater, supplies) | 61.51 |
|--|-------|

Fuel and Reimbursements for Mileage

|   |          |
|---|----------|
| Carmen Catterson (Reimbursement for mileage)  | 110.67   |
| Laurie Burchfield (Reimbursement for mileage) | 73.44    |
| Conoco (Fuel - operations vehicles)           | 342.50   |
| ExxonMobil (Fuel - operations vehicles)       | 1,233.84 |
| Jerry Chapman (Fuel)                          | 106.45   |
| Shell Fleet (Fuel - operations vehicles)      | 171.46   |

Insurance

|  |        |
|--|--------|
| Harris-Blanton Insurance, Inc. (J. Chapman - Bond)     | 100.00 |
| Harris-Blanton Insurance, Inc. (D. Sprowl - Bond)      | 100.00 |
| TWCA Risk Management (Workers' compensation insurance) | 618.85 |

Leases/Rental Fees

|   |          |
|---|----------|
| Pitney-Bowes (Mailing system)                                 | 39.00    |
| North Texas Regional Airport (Lease - administrative offices) | 1,807.88 |

Maintenance Agreements

|   |        |
|---|--------|
| NovaCopy (DP - 8060 copier)                                 | 108.00 |
| Diamond Computers (End of month Back-up & off site storage) | 225.00 |

Meetings and Conferences

Dickey's Barbecue (BOD Lunches) 178.50

Miscellaneous

Wayside Florist (D. Sisemore) 75.00

Professional Services

Final Details (Cleaning services) 475.00  
James Matheny (Bldg 703 Lawn Care) 60.00

Repair & Maintenance - Building & Equipment

Alverson Refrigeration (Coupler, water circulation pump) 305.50  
Neal Plumbing (Men's room repair) 112.41

Repair & Maintenance - Administrative and Operations Vehicles

Blake Utter Ford (2010 F150 - Dwight Smith - Oil change, dome light reinstalled) 60.69  
Hunter's Oil Depot ( 2008 F150 - Fuel filter, oil change) 84.28  
Jerry Chapman (2011 GMC Acadia - Oil change, tire rotation) 55.30  
Whistlestop Car Spa & Lube (2006 F150 - Oil change) 41.50  
Whistlestop Car Spa & Lube (2011 F150 - Oil change, wiper blades) 72.47

Supplies

Awards Unlimited (GTUA- State Seal stamp) 74.00  
Buffalo Business Products (Office supplies) 126.84  
Exxon/Mobil (Field supplies - ice) 29.05  
Office Depot (Office supplies) 242.77  
Shell Fleet (Field supplies - ice) 29.50  
Wal-Mart (Office supplies) 24.19  
Wayne Eller (Field supplies - ice, oil) 18.52

Training

North Central Texas Council of Government (PFIA - Debi Atkins) 120.00

Utilities

Alan Moore (Reimbursement for mobile telephone expenses) 17.65  
Wayne Eller (Reimbursement for mobile telephone expenses) 25.00  
Cable One (Internet line) 84.96  
AT & T Wireless (Mobile telephone) 209.27  
City of Denison (Water) 108.00  
City of Sherman (Trash services) 65.00  
AT & T(Telephone lines) 281.04  
TXU Electric 666.43  
ATMOS Energy \$ 358.00

**TOTAL:** \$ 11,082.03

**SOLID WASTE:**

Insurance

TWCA Risk Management Fund (Workers compensation insurance) 118.72

Utilities

Grayson-Collin Electric 205.43

AT & T 22.53

Starr Water Supply \$ 53.26

**TOTAL:** \$ 399.94

**WASTEWATER:**

Advertising

Gainesville Daily Register (Sherman 2008 - Post Oak Creek) \$ 836.80

Construction Contracts

TNT Pipeline/Surety International (Sherman 2009A - Contract C Hwy 75 - #4, Final) 38,340.48

Engineering Fees

Freeman-Millican, Inc. (Sherman 2008 - Lift Station, Contract D) 2,844.00

Freeman-Millican, Inc. (Sherman 2008 - WWTP Peak Flow Storage Phase 2) 1,781.50

Paying Agent Fees

Bank of Texas Trust (Anna/Melissa 2006) 475.00

Bank of Texas Trust (Collinsville 1999) 125.00

Bank of Texas Trust (Melissa 2009A & B) 600.00

Bank of Texas Trust (Paradise 1998) 125.00

Bank of Texas Trust (Tom Bean 2000) 250.00

Bank of Texas Trust (Gunter 2001) 162.50

Bank of Texas Trust (Leonard 2002) 250.00

**TOTAL:** \$ 45,790.28

**WATER:**

Advertising

Gainesville Daily Register (Lake Texoma 2011 - 4301C Permit) 425.60

### Bond Issuance Cost

|  |    |           |
|--|----|-----------|
| Fulbright & Jaworski, LLP (Gainesville 2011A WIF)        | \$ | 18,645.00 |
| Specialized Public Finance, Inc. (Gainesville 2011A WIF) |    | 14,260.00 |

### Groundwater

|   |        |
|---|--------|
| Affiliated Com-Net, Inc. (Call log investigation - Carmen)                            | 45.00  |
| AT & T (NTGCD - 800 line, local)  | 93.18  |
| AT & T (RRGCD - 800 line, local)  | 73.73  |
| AT & T Mobility (NTGCD - Ipad, mobile phone)  | 42.43  |
| A-1 Printing (NTGCD - Business cards, envelopes)                                      | 102.00 |
| A-1 Printing (RRGCD - Envelopes)  | 58.00  |
| Buffalo Business Products (NTGCD - Batter charger)                                    | 24.80  |
| Exxon/Mobil Fleet Services (NTGCD - Fuel - W. Parkman)                                | 149.22 |
| Laurie Burchfield (RRGCD - Mileage, Post office)                                      | 24.48  |
| NexTraq (NTGCD - GPA monthly service)   | 30.85  |
| Office Depot (NTGCD - Laminated badges, mechanical pencils, messenger bag, card case) | 77.97  |
| Office Depot (RRGCD - File folders)   | 6.59   |
| United States Postal Service (NTGCD - PO Box annual renewal)                          | 44.00  |
| Walmart (NTGCD - Fire extinguisher, First-Aid kit, Car Charger - Field Tech)          | 35.93  |
| Wayne Parkman (NTGCD - Safety Glasses)  | 7.31   |

### Engineering Fees

|   |           |
|---|-----------|
| Freeman-Millican, Inc. (CGMA - Howe Pump Station) | 3,091.97  |
| HDR Engineering, Inc. (Gainesville 2011 WIF)      | 13,583.00 |

### Filing Fees

|  |       |
|--|-------|
| Cooke County Clerk (Kiowa/Woodbine Permit 4301C)   | 32.00 |
| Grayson County Clerk (Kiowa/Woodbine Permit 4301C) | 28.00 |

### Legal

|   |          |
|---|----------|
| Lloyd, Gosselink, Rochelle & Townsend, P.C. (Kiowa/Woodbine Permit 4301C) | 6,175.98 |
|---|----------|

### Meetings & Conferences

|  |        |
|--|--------|
| American Express (Sherman 2003 - TWCA)                                       | 439.59 |
| Lake Texoma Association (Sherman 2003)                                       | 120.00 |
| Texas Water Conservation Association (Sherman 2003 - Burnet, Texas Jan 2012) | 155.00 |

### Paying Agent Fees

|  |        |
|--|--------|
| Bank of Texas Trust (Gainesville WIF 2011 & 2011A) | 700.00 |
| Bank of Texas Trust (Howe 2003)                    | 200.00 |
| Bank of Texas Trust (Sadler 1994)                  | 87.50  |
| Bank of Texas Trust (Smayd 2000)                   | 137.50 |
| Bank of Texas Trust (Tom Bean 1988)                | 100.00 |
| Bank of Texas Trust (Gunter 1994)                  | 75.00  |

|                                    |        |
|------------------------------------|--------|
| Bank of Texas Trust (Gunter 1996)  | 100.00 |
| Bank of Texas Trust (Gunter 1999)  | 100.00 |
| Bank of Texas Trust (Gunter 2004)  | 150.00 |
| Bank of Texas Trust (Leonard 2000) | 125.00 |

Postage

|  |       |
|--|-------|
| Federal Express (Gainesville 2011 WIF) | 38.90 |
| Federal Express (Sherman 2012)         | 13.11 |

CGMA Repair & Maintenance

|   |        |
|---|--------|
| Kemp Lawn Maintenance (CGMA - Bloomdale Pump Station)     | 390.00 |
| Texas Excavation Safety System, Inc. (CGMA - Water tests) | 61.75  |

Supplies

|  |       |
|--|-------|
| Buffalo Business Products (CGMA - Ink cartridges for laptop printer) | 52.15 |
|--|-------|

CGMA Utilities

|  |           |
|--|-----------|
| AT & T (Bloomdale Pump Station)                    | 155.61    |
| North Texas Municipal Water District (Water Usage) | 30,447.08 |
| TXU Energy (Bloomdale Pump Station)                | 830.83    |
| Verizon (Howe Tank Site)                           | \$ 93.95  |

**TOTAL:** \$ 91,630.01

**GRAND TOTAL:** \$ 148,902.26

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:

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Secretary/Treasurer

**ATTACHMENT VII**





# GREATER TEXOMA UTILITY AUTHORITY

## AGENDA COMMUNICATION

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DATE: JANUARY 16, 2012

SUBJECT: AGENDA ITEM NO. VII

### CONSIDER AND ACT UPON AUDIT FOR FISCAL YEAR ENDING SEPTEMBER 30, 2011

#### ISSUE

Each year, the Authority's financial records must be audited and the audit must be received and approved by the Board of Directors.

#### BACKGROUND

Last year, the Board authorized Schalk & Smith, PC of Gainesville, Texas, to conduct an independent audit of the financial records of the Authority for the fiscal year ending September 30, 2011.

#### OPTIONS/ALTERNATIVES

The financial records of the Authority must be audited and the audit approved for filing.

#### CONSIDERATIONS

Judy Smith and Tom Schalk will be present at the meeting to present their findings to the Board of Directors. After a presentation of the audit, the Board will be asked to consider approving the audit so it can be formally filed with the appropriate agencies in compliance with bylaws and bond resolutions.

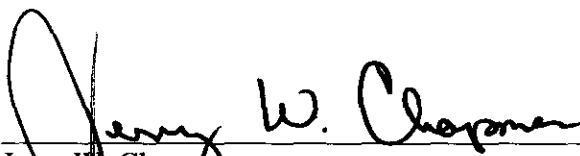
#### STAFF RECOMMENDATIONS

The staff recommends the Board consider the findings presented by Schalk & Smith, PC and approve the audit for filing.

#### ATTACHMENTS

The audit is attached as a separate document.

PREPARED AND SUBMITTED BY:

  
\_\_\_\_\_  
Jerry W. Chapman  
General Manager

**ATTACHMENT VIII**



# **GREATER TEXOMA UTILITY AUTHORITY**

## **AGENDA COMMUNICATION**

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**DATE: JANUARY 16, 2012**

**SUBJECT: AGENDA ITEM NO. VIII**

**CONSIDER ALL MATTERS INCIDENT AND RELATED TO AMENDING RESOLUTION NO. 999 AUTHORIZING THE ISSUANCE OF "GREATER TEXOMA UTILITY AUTHORITY CONTRACT REVENUE BONDS, SERIES 2009 (CITY OF PRINCETON PROJECT)" TO EXPAND THE PROJECT DESCRIPTION, INCLUDING THE ADOPTION OF A RESOLUTION PERTAINING THERETO.**

**ISSUE**

How to effectively utilize the approximately \$1 million remaining in the GTUA/City of Princeton project construction account.

**BACKGROUND**

In 2009, the Authority issued bonds on behalf of the City of Princeton for the purpose of constructing a 2 million gallon elevated storage tank and water lines to connect the tank with the distribution system. As a result of favorable bidding conditions and a slow economy, the bids for these projects were considerably below the engineer's estimate. Both projects have been awarded to responsible bidders and the waterlines are nearly ready for close out and the elevated storage tank is approximately 75% complete.

Approximately \$1 million remains in the construction account. This matter has been discussed with City officials, who desire to pursue additional projects to improve their water system. The bond resolution mentioned only the elevated storage tank and waterline. The City has identified at least five other projects they would like to have the authority to undertake to utilize remaining funds. This matter has been discussed with Kristen Savant, the Authority's bond counsel and she has been working with the Texas Water Development Board (TWDB) to augment the bonds.

**OPTIONS/ALTERNATIVES**

In any bond issue sold to the TWDB, if the project is completed at less cost than anticipated, three options remain for using the funds in the construction account. They may be used to fill the reserve account; the TWDB will purchase the longest outstanding bonds in inverse order in order to reduce the total amount of debt; or, additional projects may be undertaken to utilize the remaining funds if all parties are in agreement.

**CONSIDERATIONS**

Bond Counsel has determined from the firm's tax attorney partner that there are no tax consequences involved in using these remaining TWDB funds to construct these additional water projects for Princeton. The City Manager and Council desire to use these funds to improve their water system and are capable to pay their existing debt service with no problem. The additional projects identified by the City Staff will improve the operations of the City's water system by augmenting fire flow, increasing their storage capacity, and removing antiquated water lines.



# GREATER TEXOMA UTILITY AUTHORITY AGENDA COMMUNICATION

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**PAGE 2**

## **STAFF RECOMMENDATIONS**

Based upon the City's desire to utilize the remaining funds for additional water projects, the staff supports the City's request and requests the Board consider amending the original resolution to expand the project description to include the additional projects.

## **ATTACHMENTS**

Draft Resolution

## **PREPARED AND SUBMITTED BY:**

A handwritten signature in cursive script that reads "Jerry W. Chapman". The signature is written in black ink and is positioned above a horizontal line.

Jerry W. Chapman  
General Manager

A RESOLUTION amending Resolution No. 999 authorizing the issuance of “Greater Texoma Utility Authority Contract Revenue Bonds, Series 2009 (City of Princeton Project)”; and resolving other matters incident and related thereto.

WHEREAS, the Board of Directors (the “Board”) of the Greater Texoma Utility Authority (the “Authority”) adopted Resolution No. 999 on January 19, 2009 authorizing the issuance of “Greater Texoma Utility Authority Contract Revenue Bonds, Series 2009 (City of Princeton Project)” (the “Series 2009 Bonds”) for the construction, acquisition and improvement of water system facilities and necessary appurtenances for use by the City of Princeton, Texas, further identified as follows: the construction of a 2.0 MG elevated storage tank and a water line to connect the tank to an existing pump station and other associated appurtenances as necessary for the project (the “Series 2009 Project”); and

WHEREAS, the Series 2009 Project has been completed and there are bond proceeds remaining in the Construction Fund relating to the Series 2009 Bonds and the Board of Directors hereby finds and determines that Resolution No. 999 should be amended to expand the Series 2009 Project to allow additional projects to be financed with the proceeds of the Series 2009 Bonds; and

WHEREAS, the Board of Directors further finds, in addition to Exhibit A (being the description of the Series 2009 Project), Section 34 of Resolution No. 999 should be amended to allow any future changes to the Series 2009 Project to be accomplished with the approval of the Executive Administrator of the Texas Water Development Board; and

WHEREAS, the Authority will obtain written consent from the owners of 100% of the Series 2009 Bonds to the amendments to Resolution No. 999 as described herein and approval of this Resolution from the City of Princeton, Texas; now, therefore,

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE GREATER TEXOMA UTILITY AUTHORITY:

SECTION 1: Exhibit A to Resolution No. 999 is hereby amended to read as follows:

“The Series 2009 Project consists of the construction of a 2.0 MG elevated storage tank and a water line to connect the tank to an existing pump station, and other associated appurtenances as necessary for the project. In addition, the Series 2009 Project shall include refurbishing an existing 100,000 gallon ground storage tank, replacement of an aerial water line crossing Tickey Creek, constructing a new water line along Willow Lane, replacing existing deteriorated water line at College and Third, replacing an existing water line along FM 75, and converting meters to auto read meters.”

SECTION 2: The first paragraph of Section 34 of Resolution No. 999 shall be and is hereby amended to read as follows:

“SECTION 34: Rules and Regulations of the Texas Water Development Board. In compliance with the published rules and regulations of the Texas Water Development Board (the “Board”), the Authority agrees and covenants that upon completion of the Series 2009 Project, the proper officials of the Authority promptly shall cause to be prepared and submitted to the Board (i) a final accounting of the total costs of the Series 2009 Project and the expenditure of funds therefor and (ii) a copy of the construction plans for the Series 2009 Project as built and completed. In addition to other information required by the Board, said final accounting shall identify (i) all funds utilized or represented to be available in the Authority’s application, from whatever source derived, and (ii) all Series 2009 Project costs contained and approved in the Authority’s application to the Board or approved in subsequent change orders.

If the total cost of the Series 2009 Project is less than the amount of the Series 2009 Project funds available, then the Authority may use such surplus proceeds remaining after completion of the Series 2009 Project for the following purposes as approved by the Executive Administrator: (1) to return to the Board the amount of such excess to the nearest multiple of the authorized denomination for the Bonds, and the Board shall return to the Authority a like principal amount of Bonds, in inverse order of their Stated Maturities and any surplus proceeds from the sale of the Bonds, remaining after completion of the Series 2009 Project and the cancellation of the Bonds by the Board, shall be deposited into the Bond Fund or (2) eligible project costs as authorized by the Executive Administrator. Execution and delivery of a Escrow Agreement, substantially in the form attached hereto as Exhibit D, by the President, Secretary, and/or Assistant Secretary of the Board of Directors of the Authority, is hereby approved. The Construction Fund shall be held subject to the Escrow Agreement. The Authority further covenants and agrees (i) that certain proceeds of sale of the Bonds shall be deposited in the Construction Fund created by Section 26 of this Resolution and established with a depository of the Authority, and (ii) all funds deposited in such Construction Fund shall be disbursed only for the Series 2009 Project the Bonds and, as is appropriate, in accordance with the provisions of Chapter 15 or 17 of the Texas Water Code.”

SECTION 3: Except as hereby amended and modified, all of the provisions of Resolution No. 999 are hereby ratified, confirmed and readopted. The amendments herein approved shall become effective upon (1) the adoption of this Resolution, (2) the adoption of the Ordinance by the City Council of the City of Princeton, Texas, approving this Resolution and (3) the written consent of the Texas Water Development Board.

SECTION 4: It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by V.T.C.A., Government Code, Chapter 551, as amended.

SECTION 5: This Resolution shall be in force and effect from and after its passage on the date shown below.

*[remainder of page left blank intentionally]*

PASSED AND ADOPTED, this January 23, 2012.

GREATER TEXOMA UTILITY  
AUTHORITY

---

President, Board of Directors

ATTEST:

---

Secretary, Board of Directors

(Authority Seal)



January 4, 2012

Mr. Darrell Nichols  
Texas Water Development Board  
1700 North Congress Avenue  
P.O. Box 13231  
Austin, Texas 78711-3231

Re: Greater Texoma Utility Authority/City of Princeton \$5,290,000  
Projects - Revised

Dear Darrell,

Pursuant to your request, attached is

|   |             |
|---|-------------|
| Funds available   | \$5,290,000 |
| Uses of Funds   |             |
| Construction – Storage Tank                                   | \$1,986,000 |
| Construction – Water Line Connecting Tank to Pump Station     | 1,707,392   |
| Construction – Refurbishing Existing 100,000-Gallon GST       |             |
| Construction – Replacement of Aerial Water Line               |             |
| Construction – New Water Line Along Willow Lane               |             |
| Construction – Replacement of Water Line at College and Third |             |
| Construction – Replacement of Water Line along FM 75          |             |
| Converting to Auto Read Meters                                |             |
| Engineering – Construction                                    | 28,750      |
| Engineering – Design  | 244,625     |
| Engineering – Planning  | 43,125      |
| Environmental   | 3,000       |
| Geotech   | 11,844      |
| Inspection  | 61,000      |
| Survey  | 64,731      |
| Bond Issuance Costs   | 78,265      |
| Administrative  | 27,771      |

accommodate

Sincerely,

Carolyn Bennett  
Project Coordinator

/cb

Attachments

cc: Mr. Jim Bateman, TWDB

## EXHIBIT A

### Amended Description of the Series 2009 Project

#### Water Projects:

The Series 2009 Project consists of the construction of a 2.0 MG elevated storage tank and a water line to connect the tank to an existing pump station, and other associated appurtenances as necessary for the project. In addition, the Series 2009 Project shall include refurbishing an existing 100,000 gallon ground storage tank, replacement of an aerial water line crossing Tickey Creek, constructing a new water line along Willow Lane, replacing existing deteriorated water line at College and Third, replacing an existing water line along FM 75, and converting meters to auto read meters.

**ATTACHMENT IX**



# **GREATER TEXOMA UTILITY AUTHORITY**

## **AGENDA COMMUNICATION**

---

**DATE:** JANUARY 16, 2012

**SUBJECT:** AGENDA ITEM NO. IX

### **CONSIDER AND DISCUSS ZEBRA MUSSEL SEASONAL PUMPING SPECIAL CONDITIONS FROM THE CORPS OF ENGINEERS**

#### **ISSUE**

The impact of Zebra Mussels on municipal water supplies for the North Texas Municipal Water District (NTMWD) and the Authority under Permit No. TXR3001311.

#### **BACKGROUND**

In 1985, the Authority and the NTMWD applied for a 404 Permit to construct a Raw Water Pump Station on Lake Texoma on Rocky Point. That project has been in service since 1989 and presently provides a raw water supply for the City of Sherman, as well as for the NTMWD. In 2009, Zebra Mussels were found in Lake Texoma. This invasive species has worked its way from the Great Lakes to the Red River over the past twenty-three years. The NTMWD has 28% of its water supply in Lake Texoma. They have been unable to pump from this supply since 2009. However, the NTMWD is in a critical situation that requires them to resume pumping from the Lake Texoma to supplement the supply in Lake Lavon.

During the past year, negotiations have been underway between the NTMWD, the Corps of Engineers, and the Authority to resume pumping from Lake Texoma. The Corps of Engineers provided a list of requirements before pumping could resume. As a result of a submission from the NTMWD responding to the requirements, the Corps of Engineers issued another letter dated December 22, 2011 outlining eighteen conditions under which the applicants could resume pumping. While most of these conditions were known and an effort had been made to address them by the NTMWD, the eighteenth condition contained in the letter provides an onerous requirement on both the NTMWD and the Authority to become responsible for any future damage to the Trinity Basin from Zebra Mussels. The Corps of Engineers has requested this letter be signed and agreed to as a precursor to pumping.

#### **OPTIONS/ALTERNATIVES**

Given the content of item number eighteen in the Corps of Engineers letter, it is impractical, impossible and inconceivable that the Authority would be willing to sign onto an agreement to be responsible for the facilities in the Trinity Basin that might be impacted adversely in the future by Zebra Mussels. This condition is not reasonable.

#### **CONSIDERATIONS**

The staff of both the NTMWD and the Authority has requested a meeting with Colonel Michael Teague of the Tulsa District of the Corps of Engineers to discuss the absurdity of condition numbers 16 and 18 as a precondition to resumption of pumping through the joint system. The meeting will be held with



# **GREATER TEXOMA UTILITY AUTHORITY AGENDA COMMUNICATION**

---

**PAGE 2**

## **STAFF RECOMMENDATIONS**

The staff cannot recommend signing the agreement at this time. More information will be available at the January 23, 2012 meeting.

## **ATTACHMENTS**

Corps of Engineers Letter

**PREPARED AND SUBMITTED BY:**

---

Jerry W. Chapman  
General Manager



DEPARTMENT OF THE ARMY  
CORPS OF ENGINEERS, TULSA DISTRICT  
1645 SOUTH 101ST EAST AVENUE  
TULSA, OKLAHOMA 74128-4609

DEC 22 2011

RECEIVED  
DEC 27 2011  
BY: CB

Regulatory Office

Mr. James M. Parks  
Executive Director  
North Texas Municipal Water District  
Post Office Box 2408  
Wylie, TX 75098

Mr. Jerry Chapman  
General Manager  
Greater Texoma Utility Authority  
5100 Airport Drive  
Denison, TX 75020

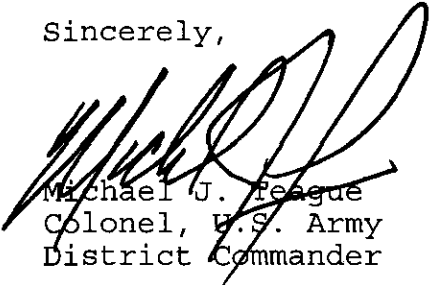
Dear Messrs. Parks and Chapman:

We have concluded our evaluation of the proposed strategy to resume pumping and diversion of water from Lake Texoma to Lake Lavon for the Department of the Army Permit No SWT-0-01311.

This letter constitutes authorization to resume pumping and diversion of water from Lake Texoma to Lake Lavon in accordance with the enclosed terms and conditions (Appendix A). This authorization is contingent on your acceptance of and compliance with the enclosed special conditions. Upon acceptance of the special conditions, you shall sign and return the original to this Office. Please retain a copy for your files.

If you have any questions regarding this matter, please contact Mr. Andrew Commer of the Regulatory Office at 918-669-7616.

Sincerely,

  
Michael J. Peague  
Colonel, U.S. Army  
District Commander

Enclosures

Copies Furnished:

Ms. Kelly Rila  
Manager, Water Rights Permitting and Availability  
Texas Commission on Environmental Quality  
Austin, TX 78744

Mr. Carter Smith  
Executive Director  
Texas Parks and Wildlife  
Austin, TX 78744

Ms. Jane B. Watson  
Chief, Ecosystems Protection Branch  
Environmental Protection Agency  
Dallas, TX 75202-2733

Mr. Michael Oetker  
Assistant Regional Director - Fisheries  
U.S. Fish and Wildlife Service  
Albuquerque, NM 87102



Appendix A: SWT-0-01311, Permit Modification

Zebra Mussel Seasonal Pumping Special Conditions

The authorization of this permit modification (of Permit SWT-0-01311) is contingent upon the acceptance of and compliance with the following special conditions:

1. Modified Operational Plan: In light of zebra mussel colonization of Lake Texoma, you shall comply with a modified plan of operation that reduces the risk of transfer of viable zebra mussel life stages from Lake Texoma to Lake Lavon. No pumping and diversion of water to the West Prong of Sister Grove Creek shall occur during any season in which water temperatures in Lake Texoma in the vicinity of the intake house exceed 54 degrees F. Pumping and diversion of water when water temperatures are at or below 54 degrees F can only occur in accordance with the following special conditions or other Corps-approved operational plan.
2. Dewatering Operation: You shall dewater the pipeline from the intake to the Sherman water treatment plant cutoff for a minimum of 6 weeks allowing exposure and desiccation of attached zebra mussels within the interior of the pipe.
3. Residual Water in Pipeline: You shall dispense calcium hypochlorite (or other acceptable agent) in all remaining pools of water gathered in low places in the pipe to exterminate all zebra mussels that have not been exposed to the air during the dewatered phase.
4. Inspections: You shall engage an independent third party to conduct and document a pre-cleaning inspection and a post-cleaning inspection of the interior of the pipeline. Findings of all inspections will be documented.
5. Water Temperature Monitoring: You shall monitor water temperatures in Lake Texoma in the vicinity of the intake before and throughout the seasonal pumping phase. Water temperature shall be monitored in the vicinity of the intake structure at five feet in depth, at the intake depth and shallow water near the shoreline.
6. Comprehensive Cleaning: You shall comprehensively clean intake screens, intake housing surfaces, and the interior of the pipeline to execute a thorough removal of attached zebra mussels. Pipeline cleaning will be accomplished as a combination of manual cleaning, pigging and acute thermal treatment of the pump column. You shall not initiate Comprehensive Cleaning until both of the following are satisfied: 1) Water temperature at all three locations is confirmed below 54 degrees F for 48 consecutive hours. 2) Sampling for veligers confirms zebra mussel absence (defined as below the detection limit of 0.004 zebra mussel life forms per liter of water) in the water column in the vicinity of the intake structure from both of two samples taken within 72 consecutive hours.
7. Acute Thermal Treatment of Pump Column: The interior of the pump column that cannot be reached via pigging or manually cleaned will have thermally treated water pumped into the zebra mussel infected column. The treatment must be effective in exterminating any and all viable zebra mussels within the pump column. The water

Appendix A: SWT-0-01311, Permit Modification

pumped into the column must maintain a temperature of at least 122 degrees F throughout the column, top to bottom, for a minimum of 30 minutes. Temperature readings must be taken within the column, just above the impeller blade and near the top of the column to ensure the required lethal temperatures are achieved for the required amount of time.

8. Pig Operation: You shall run the pipeline pig at least one time, multiple passes if necessary, to clean the interior surface of the pipeline. Water used to push the pig will be controlled and discharged at the Sherman Water Treatment Plant into a 5-million gallon detention basin for settling and capture of any zebra mussel material. Water in this detention basin will be treated to kill any live zebra mussels before the water is released from the basin to Iron Ore Creek (Red River watershed). Zebra mussels and sediments deposited in this basin will be transported to a landfill in the Red River watershed.
9. Manual Cleaning: You shall manually clean areas not touched by the pig and associated blow-off and air relief valves. Mussels removed from the interior of the pipeline in the cleaning operation shall be collected and disposed of at a landfill within the Red River watershed.
10. Sherman to Outfall Segment: You shall inspect the remaining 20 miles of pipeline interior from the Sherman Water Treatment Plant cutoff to the outfall on the West Prong of Sister Grove Creek to confirm that live zebra mussels are not attached to the interior walls or features of the pipeline. Residual water in the low sections of pipeline will be tested to confirm that water quality in these zones does not support life. If inspections are not able to confirm anoxic conditions and the absence of live zebra mussels, this section of pipe must be treated to kill any viable zebra mussel life stages prior to the initiation of pumping and diversion. Inspections shall be documented. All actions involving cleaning of the pipeline system, disposal of treated waters and removed zebra mussel organic material shall be executed in such a manner to control and manage the disposition of chemicals and organic waste to prevent adverse impacts on native life and ecology of receiving waters.
11. Sampling and Monitoring: You shall engage an independent third party to monitor for the presence of zebra mussel juveniles (veligers and D-shaped) prior to pumping and throughout the winter pumping window. Sampling shall begin in the lake prior to the temperature descending to 54 degrees F. Once the water temperature reaches 54 degrees for 24 consecutive hours at all three temperature stations, sampling shall be conducted twice per week. Results of all sampling events will be documented within the framework of your Lake Texoma and Sister Grove Creek log sheets (provided December 5, 2011) (Enclosed for your reference as Appendix B) . Once pumping is initiated, bi-weekly sampling shall also be conducted in the outflow in the West Prong of Sister Grove Creek.
12. Initiation of Pumping: You shall not initiate pumping and diversion of water until all four of the following are satisfied: 1) Water temperature at all three locations is

confirmed below 54 degrees F for 48 consecutive hours. 2) All comprehensive cleaning begun after confirmation of 54 degrees is completed. 3) All post-cleaning inspections have been completed and indicate no need for additional cleaning. 4) Sampling for zebra mussel juveniles confirms zebra mussel absence (defined as below the detection limit of 0.004 zebra mussel life forms per liter of water) in the water column in the vicinity of the intake structure from both of two samples taken within 72 consecutive hours.

13. Termination of Pumping: You shall cease pumping and diversion if any of the following conditions occur. 1) Detection of live zebra mussel veligers or adults in West Prong of Sister Grove Creek. 2) Detection of live veligers in Lake Texoma in the vicinity of the intake housing. 3) Water temperature in excess of 54 degrees F for more than 48 hours at any of the three lake monitoring stations. Following termination of pumping under any of these conditions, you shall inspect the intake screens and interior of the pipeline to assess the condition of zebra mussel colonization.
14. Notification Requirements: If the detection of live zebra mussels are found in the vicinity of the pipeline outfall in West Prong of Sister Grove Creek after the termination of pumping, you must immediately notify each of the following: U.S. Army Corps of Engineers, Tulsa District Regulatory Office, Mr. Andrew Commer at 918-669-7400; U.S. Fish and Wildlife Service, Mr. David Britton at 817-272-3714; and Texas Parks and Wildlife Department, Mr. Brian VanZee at 254-867-7974.
15. Operation of GTUA System: The permittees shall coordinate zebra mussel control measures with each other to assure that GTUA's operation of their intake pumps is consistent with zebra mussel control strategies to be implemented in accordance with these Special Conditions. Following any period of exclusive GTUA pumping, when the remainder of the diversion pipeline has been closed off, the permittees shall inspect the pipeline interior and remove zebra mussels from the intake features and pipeline system.
16. General Liability for Future Maintenance Costs: The Permittee understands and agrees that, if zebra mussels are found in Lake Lavon and transmission of the organism is determined by the District Engineer to be attributable to the actions of the permittee under this permit, the permittee will be responsible for any future Operations and Maintenance (O&M) costs related to zebra mussel control or removal from structures at the federal facilities at Lake Lavon and other downstream Corps impoundments of the Trinity River thereby infested. These O&M costs may include but are not limited to facility repair or reimbursement for damages to Federal government facilities. In such a case, the Permittee will be required, upon due notice from the Corps of Engineers, to repair or replace such facilities, or reimburse the Corps of Engineers for completed work, without expense to the United States. No claim shall be made against the United States on Account of any such requirements. Further, the Permittee hereby agrees to indemnify and hold harmless the United States from any and all liability, suits, losses, costs, damages, expenses or legal fees resulting from claims by any party for injury or damages alleged to be caused by or arising out of the presence of zebra mussels in the Trinity River watershed downstream of the outfall on West Prong of Sister Grove Creek.

17. Modification of Authorization: You are authorized to install two 6,000 hp pumps in the intake house. These pumps will be used to complement existing 4,000 hp pumps and achieve no more than a maximum pumping diversion capacity of 125 million gallons per day. At the point of any planned or proposed changes to other system capacity restrictions (electric power delivery or pipeline constraints) that would allow for maximum diversion above 125 million gallons per day, you shall contact the Corps of Engineers to determine if such changes require re-evaluation and modification of this permit.
  
18. (Permit will be issued under Section 10 Authority. This condition is a new standard requirement that must be included in all Section 10 authorizations. This requirement was instituted since the time of the original authorization.) The permittee understands and agrees that, if future operations by the United States require the removal, relocation, or other alteration, of the structure or work herein authorized, of if, in the opinion of the Secretary of the Army or his authorized representative, said structure or work shall cause unreasonable obstruction to the free navigation of the navigable waters, the permittee will be required, upon due notice from the Corps of Engineers, to remove, relocate, or alter the structural work or obstructions caused thereby, without expense to the United States. No claim shall be made against the United States on account of any such removal or alteration.

Acceptance and Agreement

The permittees hereby accept and agree to comply with the terms and conditions of this permit modification. In consideration of the grant of this modification, the permittees covenant and agree that, in addition to any other rights and remedies provided to the United States by law or this permit, the United States may take such remedial action as deemed necessary by the District Engineer to assure compliance with any or all of the terms and conditions of this permit modification, and the permittees shall be jointly and severally liable to the United States for any costs incurred by the United States as a result of failure of either of the permittees to comply with such terms and conditions.

\_\_\_\_\_  
North Texas Municipal Water District  
By: James M. Parks, Executive Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Greater Texoma Utility Authority  
By: Jerry Chapman, General Manager

\_\_\_\_\_  
Date

**B-5**  
**Sister Grove Creek Zebra Mussel Sampling Log Sheet**

Name: \_\_\_\_\_  
 Company: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Weather: \_\_\_\_\_  
 Start Time: \_\_\_\_\_  
 Finish Time: \_\_\_\_\_  
 Date of Last Sample: \_\_\_\_\_  
 Air Temperature (°C): \_\_\_\_\_  
 Frequency of Sampling: \_\_\_\_\_  
 Pumps in Operation (Y or N): \_\_\_\_\_

| Sample Location # | Sample # | Sample Location Description | Sample Location Coordinates |           | Number of Veligers Collected in Subsample | Volume of Subsample (milliliters) | Volume of Water Collected (liters) | Veliger(s) / liter | Comments |
|-------------------|----------|-----------------------------|-----------------------------|-----------|---|-----------------------------------|------------------------------------|--------------------|----------|
|                   |          |                             | Latitude                    | Longitude |   |                                   |                                    |                    |          |
| 1                 | 1        |                             |                             |           |   |                                   |                                    |                    |          |
|                   | 2        |                             |                             |           |   |                                   |                                    |                    |          |
|                   | 3        |                             |                             |           |   |                                   |                                    |                    |          |

**ATTACHMENT X**



# **GREATER TEXOMA UTILITY AUTHORITY AGENDA COMMUNICATION**

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**DATE: JANUARY 16, 2012**

**SUBJECT: AGENDA ITEM NO. X**

## **CONSIDER AND ACT UPON TEXAS WATER CONSERVATION ASSOCIATION RISK MANAGEMENT FUND ELECTION**

### **ISSUE**

Determination of representation on the Board of Directors on the Texas Water Conservation Association Risk Management Fund (TWCARMF). As a member of the TWCARMF the Board has an opportunity to elect its representatives to that body.

### **BACKGROUND**

In the 1980s, the TWCARMF was developed in order to provide a secure, stable form of insurance for public agencies involved in water and wastewater throughout the State of Texas. The fund has proven to be a stable and cooperative resource for water agencies in Texas.

The TWCARMF is managed by an outside, third-party fund that answers to a Board of Directors. Each year, seats on that Board are placed up for election.

### **OPTIONS/ALTERNATIVES**

A proposed slate of directors has been provided by the TWCARMF for election.

### **CONSIDERATIONS**

The staff believes the TWCARMF is being effectively and efficiently operated.

### **STAFF RECOMMENDATIONS**

The staff recommends the Board authorize the President to vote for the presented slate of members.

### **ATTACHMENTS**

TWCARMF Letter and Ballot

**PREPARED AND SUBMITTED BY:**

Jerry W. Chapman  
General Manager



Texas  
Water  
Conservation  
Association

December 16, 2011

Risk  
Management  
Fund

## MEMORANDUM

To: Members, TWCA Risk Management Fund

From: Nominating Committee, TWCA Risk Management Fund

Subjects: TWCARMF Annual Membership Meeting and Board of Trustees Election

---

This memorandum is to inform you of the March 7, 2012 Annual Membership Meeting at The Sheraton Dallas Hotel in Dallas, Texas. A priority item of business will be to fill the positions of Trustee in Places 4, 5, and 6, whose terms will expire at that time. The Trustees currently holding those positions are: Place 4, Ms. Sharon McCoy-Huber, San Antonio River Authority; Place 5, Mr. Sonny Hinojosa, Hidalgo County Irrigation District #2; and Place 6, Mr. Ronald J. Neighbors, Harris-Galveston Subsidence District.

The Nominating Committee has selected the above listed incumbents for the slate of recommended candidates for the 2012 Board of Trustees Election. In addition, four nomination forms were received from member water districts and authorities nominating the above slate of candidates. No other names were submitted for consideration for this election.

The enclosed election ballot contains an option for you to select the slate of candidates recommended by the Nominating Committee or to vote for each place individually. Please return the election ballot by mail or fax no later than **Friday, February 24, 2012**. If you have any questions, please call the Fund at 1-800-580-8922 and ask for Marilyn Wood or Greg Womack.

cc: Board of Trustees, TWCARMF  
Leroy Goodson

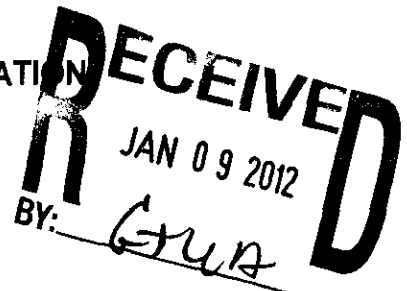
**RECEIVED**  
JAN 09 2012  
BY: *[Signature]*

Fund  
Administrator:

JJ Specialty  
Services, Inc.



TEXAS WATER CONSERVATION ASSOCIATION  
RISK MANAGEMENT FUND  
BOARD OF TRUSTEES  
ELECTION BALLOT



At the March 7, 2012 Annual Membership Meeting of the Texas Water Conservation Association Risk Management Fund, elections will be held to fill the positions of Trustee in Places 4, 5, and 6, whose terms expire on the day of the annual meeting of members in 2012. This ballot will allow each member to cast its votes by mail or FAX.

Please indicate your vote for each place individually by checking the box beside the proposed nominee. However, should you elect to vote for the entire slate of candidates recommended by the Nominating Committee, please check the box entitled Nominating Committee's Slate of Candidates.

|  |
|--|
| <p style="text-align: center;"><b>Nominating Committee's Slate of Trustees</b></p> <p><input type="checkbox"/> I would like to vote for the <u>slate of candidates</u> for the TWCARMF Board of Trustees recommended by the Nominating Committee:</p> <p style="text-align: center;"><b>Place 4 Ms. Sharon McCoy-Huber</b><br/><b>Place 5 Mr. Sonny Hinojosa</b><br/><b>Place 6 Mr. Ronald J. Neighbors</b></p> <p>*If you select the Nominating Committee's slate of candidates for the TWCARMF Board of Trustees, please do not check any of the boxes below:</p> <p style="text-align: center;"><input type="checkbox"/> <b>Place 4 Ms. Sharon McCoy-Huber</b><br/><input type="checkbox"/> <b>Place 5 Mr. Sonny Hinojosa</b><br/><input type="checkbox"/> <b>Place 6 Mr. Ronald J. Neighbors</b></p> |
|--|

I certify that the above represents the Board of Trustees Election Ballot of the below named Texas Water Conservation Association Risk Management Fund Member and that I am duly authorized to execute and deliver this ballot on behalf of the Member.

\_\_\_\_\_  
Name of District or Authority

\_\_\_\_\_  
Signature of Authorized Designee

\_\_\_\_\_  
Date

**PLEASE COMPLETE AND MAIL OR FAX THIS BALLOT NO LATER THAN FEBRUARY 24, 2012.**

**TO:**

**TWCA RISK MANAGEMENT FUND**  
**P.O. BOX 26655, AUSTIN, TX 78755-0655**  
FAX 512-346-9321    ATTENTION: Marilyn Wood

**ATTACHMENT XII**

Greater Texoma Utility Authority  
Investment Report  
Dec. 30, 2011

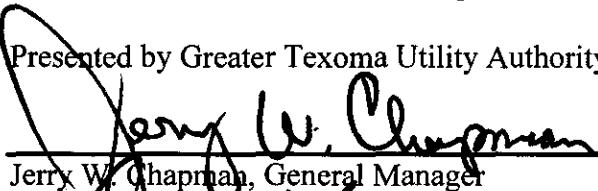
This report complies with the requirements of the Public Funds Investment Act and covers all the funds of the Authority that are subject to the Act. At Dec. 30, 2011, the investment position was a little more than \$22 million and had an increase of approximately \$4 million from Sept. The increase is due to the debt service payments made at the end of September. The Authority's other funds are consistent with the prior periods, and include investment pools that strive to maintain a 100% net asset value, and U.S. Agency securities, including callable securities.

The Authority was in compliance with all provisions on the investment policy and the Public Funds Investment Act as of Dec. 30, 2011.

All transactions were routine.

The following schedules are also a part of this investment report.

Presented by Greater Texoma Utility Authority Investment Officers:

  
\_\_\_\_\_  
Jerry W. Chapman, General Manager

  
\_\_\_\_\_  
Debi Atkins, Finance Officer

GTUA  
INVESTMENT PORTFOLIO

| SECURITY | QUSIP<br>NUMBER | MATURITY<br>DATE | COUPON<br>RATE | PAR<br>VALUE | BOOK<br>VALUE | MARKET<br>VALUE |            |                   |
|----------|-----------------|------------------|----------------|--------------|---------------|-----------------|------------|-------------------|
|          |                 |                  |                |              |               | 9/30/2011       | 12/31/2011 |                   |
| C.D.     | State Farm      | 1/13/2012        | 1.20%          | 28,000.00    | 28,000.00     | 28,000.00       | 28,000.00  | Gville 03 wtr REV |
| C.D.     | State Farm      | 1/13/2012        | 1.20%          | 33,000.00    | 33,000.00     | 33,000.00       | 33,000.00  | ANNA 07 WTR       |
| C.D.     | State Farm      | 1/13/2012        | 1.20%          | 35,000.00    | 35,000.00     | 35,000.00       | 35,000.00  | ANNA 08 WWW       |
| C.D.     | State Farm      | 1/13/2012        | 1.20%          | 154,000.00   | 154,000.00    | 154,000.00      | 154,000.00 | ANNA/MELISSA      |
| C.D.     | LANDMARK        | 3/1/2012         | 0.16%          | 50,000.00    | 50,000.00     | 50,000.00       | 50,000.00  | NWG               |
| C.D.     | LANDMARK        | 3/1/2012         | 0.16%          | 100,000.00   | 100,000.00    | 100,000.00      | 100,000.00 | PRINCETON         |
| C.D.     | LANDMARK        | 3/1/2012         | 0.16%          | 100,000.00   | 100,000.00    | 100,000.00      | 100,000.00 | ANNA/MELISSA      |
| C.D.     | AMERISTATE      | 3/1/2012         | 0.35%          | 250,000.00   | 250,000.00    | 250,000.00      | 250,000.00 | LAKE TEX          |
| C.D.     | NORTHSTAR       | 7/27/2012        | 0.90%          | 30,403.82    | 30,403.82     | 30,217.81       | 30,403.82  | ANNA 07 WWTR      |
| C.D.     | NORTHSTAR       | 7/27/2012        | 0.90%          | 40,538.44    | 40,538.44     | 40,290.41       | 40,538.44  | SH 03 REV         |
| C.D.     | NORTHSTAR       | 7/27/2012        | 0.90%          | 106,413.42   | 106,413.42    | 105,762.33      | 106,413.42 | ANNA 07B WTR      |
| C.D.     | FTNB            | 9/3/2012         | 0.65%          | 250,000.00   | 250,000.00    | 250,000.00      | 250,000.00 | Lake tex          |
| C.D.     | Legend Bank     | 9/9/2012         | 0.70%          | 250,000.00   | 250,000.00    | 250,000.00      | 250,000.00 | LAKE TEX          |
| C.D.     | Security Ba     | 9/10/2012        | 2.15%          | 56,000.00    | 56,000.00     | 56,000.00       | 56,000.00  | ANNA/MELISSA RES  |
| C.D.     | Security Ba     | 9/10/2012        | 2.15%          | 74,000.00    | 74,000.00     | 74,000.00       | 74,000.00  | ANNA 07 WW RES    |
| C.D.     | Security Ba     | 9/10/2012        | 2.15%          | 120,000.00   | 120,000.00    | 120,000.00      | 120,000.00 | SH 09B            |
| C.D.     | Sanger Bank     | 10/21/2012       | 1.00%          | 25,000.00    | 25,000.00     | 25,000.00       | 25,000.00  | Leonard 02        |
| C.D.     | Sanger Bank     | 10/21/2012       | 1.00%          | 25,000.00    | 25,000.00     | 25,000.00       | 25,000.00  | Sadler            |
| C.D.     | Sanger Bank     | 10/21/2012       | 1.00%          | 45,000.00    | 45,000.00     | 45,000.00       | 45,000.00  | sh 08 ww          |
| C.D.     | Sanger Bank     | 10/21/2012       | 1.00%          | 45,000.00    | 45,000.00     | 45,000.00       | 45,000.00  | argyle 07         |
| C.D.     | Sanger Bank     | 10/21/2012       | 1.00%          | 45,000.00    | 45,000.00     | 45,000.00       | 45,000.00  | Potts 07 Wtr      |
| C.D.     | Sanger Bank     | 10/21/2012       | 1.00%          | 60,000.00    | 60,000.00     | 60,000.00       | 60,000.00  | CGMA              |
| C.D.     | First Unite     | 1/27/2013        | 1.25%          | 245,000.00   | 245,000.00    | 245,000.00      | 245,000.00 | Sh 03 Res         |
| C.D.     | Independent     | 2/28/2013        | 0.60%          | 50,000.00    | 50,000.00     | 50,000.00       | 50,000.00  | GVILLE 03 SRF     |
| C.D.     | Independent     | 2/28/2013        | 0.60%          | 100,000.00   | 100,000.00    | 100,000.00      | 100,000.00 | BOLIVAR           |
| C.D.     | Independent     | 2/28/2013        | 0.60%          | 100,000.00   | 100,000.00    | 100,000.00      | 100,000.00 | GVILLE 03 WTR     |
| C.D.     | FNB of Tren     | 3/28/2013        | 0.80%          | 250,000.00   | 250,000.00    | 250,000.00      | 250,000.00 | LAKE TEX          |
| C.D.     | FSB of Muen     | 9/28/2013        | 1.00%          | 39,000.00    | 39,000.00     | 39,000.00       | 39,000.00  | Leonard 02        |
| C.D.     | FSB of Muen     | 9/28/2013        | 1.00%          | 45,000.00    | 45,000.00     | 45,000.00       | 45,000.00  | TomBean 00        |
| C.D.     | FSB of Muen     | 9/28/2013        | 1.00%          | 47,000.00    | 47,000.00     | 47,000.00       | 47,000.00  | NWG               |
| C.D.     | FSB of Muen     | 9/28/2013        | 1.00%          | 49,000.00    | 49,000.00     | 49,000.00       | 49,000.00  | Gville 03         |
| C.D.     | FSB of Muen     | 9/28/2013        | 1.00%          | 70,000.00    | 70,000.00     | 70,000.00       | 70,000.00  | Bells             |
| C.D.     | FNB TomBean     | 9/29/2013        | 1.09%          | 3,000.00     | 3,000.00      | 3,000.00        | 3,000.00   | WW 04             |
| C.D.     | FNB TomBean     | 9/29/2013        | 1.09%          | 20,000.00    | 20,000.00     | 20,000.00       | 20,000.00  | ECTOR 97          |
| C.D.     | FNB TomBean     | 9/29/2013        | 1.09%          | 26,000.00    | 26,000.00     | 26,000.00       | 26,000.00  | GUNTER 04         |
| C.D.     | FNB TomBean     | 9/29/2013        | 1.09%          | 36,000.00    | 36,000.00     | 36,000.00       | 36,000.00  | BOLIVAR           |
| C.D.     | FNB TomBean     | 9/29/2013        | 1.09%          | 38,000.00    | 38,000.00     | 38,000.00       | 38,000.00  | ANNA/MELISSA      |
| C.D.     | FNB TomBean     | 9/29/2013        | 1.09%          | 39,000.00    | 39,000.00     | 39,000.00       | 39,000.00  | ARGYLE 10         |
| C.D.     | FNB TomBean     | 9/29/2013        | 1.09%          | 42,000.00    | 42,000.00     | 42,000.00       | 42,000.00  | ANNA 07 WTR       |
| C.D.     | FNB TomBean     | 9/29/2013        | 1.09%          | 46,000.00    | 46,000.00     | 46,000.00       | 46,000.00  | DORCHESTER        |

TOTAL CD 3,167,355.68 3,167,355.68 3,166,270.55 3,167,355.68

TOTAL FHLB 0.00 0.00 0.00 0.00

TOTAL INVESTMENTS 3,167,355.68 3,167,355.68 3,166,270.55 3,167,355.68

|   |            |                        |
|---|------------|------------------------|
| BOT MM                                    | @ 12/30/11 | \$ 786,968.39          |
| BOT ESCROW                                | @ 12/30/11 | \$ 6,691,851.06        |
| First United                              | @ 12/30/11 | \$ 1,481,601.65        |
| Texas Star                                | @ 1/10/11  | \$ 254,441.19          |
| View Point                                | @ 12/31/11 | \$ 246,196.78          |
| TEXPOOL                                   | @ 12/31/11 | \$ 22,923.24           |
| TEXSTAR                                   | @ 12/30/11 | \$10,146,357.63        |
| <b>TOTAL PORTFOLIO AS OF Dec 31, 2011</b> |            | <b>\$22,797,695.62</b> |

The average yield for investments in TexPool for Dec. was .0810%  
The average yield for investments in TexStar for Dec. was .0815%

INVESTMENT SUMMARY AS OF 12/31/2011

| Investment                       | Maturity Date | Rate  | Par Value   | Market Value | Accrued Interest | Mkt + Accr Int Value | Years to Maturity |
|----------------------------------|---------------|-------|-------------|--------------|------------------|----------------------|-------------------|
| C.D. LANDMARK #4126801820        | 3/1/2012      | 0.16% | \$250,000   | \$250,000    | \$34             | \$250,034            | 0.1671            |
| C.D. FTNB #50841                 | 9/3/2012      | 0.65% | \$250,000   | \$250,000    | \$537            | \$250,537            | 0.6767            |
| C.D. AMERISTATE #4303059         | 3/1/2012      | 0.35% | \$250,000   | \$250,000    | \$294            | \$250,294            | 0.1671            |
| C.D. Independent #200004327      | 2/28/2013     | 0.60% | \$250,000   | \$250,000    | \$125            | \$250,125            | 1.1644            |
| C.D. Legend Bank #115935         | 9/9/2012      | 0.70% | \$250,000   | \$250,000    | \$549            | \$250,549            | 0.6932            |
| C.D. Security Bank of ' #12233   | 9/10/2012     | 2.15% | \$250,000   | \$250,000    | \$7,122          | \$257,122            | 0.6959            |
| C.D. FNB TomBean #0005724880     | 9/29/2013     | 1.09% | \$250,000   | \$250,000    | \$242            | \$250,242            | 1.7479            |
| C.D. FNB of Trenton #442415      | 3/28/2013     | 0.80% | \$250,000   | \$250,000    | \$183            | \$250,183            | 1.2411            |
| C.D. FSB of Muenster #69215      | 9/28/2013     | 1.00% | \$250,000   | \$250,000    | \$653            | \$250,653            | 1.7452            |
| C.D. Northstar Bank #71802       | 7/27/2012     | 0.90% | \$176,271   | \$176,271    | \$18             | \$176,288            | 0.5726            |
| C.D. State Farm Bank #3021832597 | 1/13/2012     | 1.20% | \$250,000   | \$250,000    | \$3,700          | \$253,700            | 0.0356            |
| C.D. Sanger Bank #5008181,80,82  | 10/21/2012    | 1.00% | \$245,010   | \$245,010    | \$483            | \$245,493            | 0.8082            |
| C.D. First United #736538        | 1/27/2013     | 1.25% | \$245,000   | \$245,000    | \$2,875          | \$247,875            | 1.0767            |
| TOTAL                            |               |       |             |              |                  |                      |                   |
| Weighted Ave Maturity in yrs     | 0.84          |       | \$3,166,281 | \$3,166,281  | \$16,816         | \$3,183,097          |                   |

**ADJOURN**