

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

MONDAY JANUARY 15, 2018

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

Members Present: Ken Brawley, Scott Blackerby, Donald Johnston, Mark Kuneman, and Brad Morgan,

Members Absent:

Staff: Drew Satterwhite, Debi Atkins, Carolyn Bennett and Velma Starks

General Counsel: Mike Wynne, Wynne and Smith

Bond Counsel: Kristen Savant, Norton Rose Fulbright

Visitor: Carl Deaton, Hankins, Eastup, Deaton, Tonn & Seay

I. Call to Order

President Morgan called the meeting to order at 12:30 p.m.

II. Pledge of Allegiance

Board Member Ken Brawley led the group in the Pledge of Allegiance.

III. Administer Oath of Office

Carolyn Bennett administered the Oath of Office to Donald Johnston.

IV. Consider and act upon Officers for 1018 Calendar Year.

Board member Mark Kuneman presented the Nominating Committee's slate of officers: President – Brad Morgan, Vice President – Donald Johnston, Secretary/Treasurer – Mark Kuneman and Assistant Secretary –General Manager, Drew Satterwhite. Board Member Ken Brawley made the motion to accept the slate of officers as presented. Board Member Scott Blackerby seconded the motion. Motion passed unanimously.

V. Consider and act upon Resolutions of Appreciation for George Rowland, Dr. Donald Skelton, and Dave Stump.

President Morgan reminded the Board that George Rowland had served on the board for 22 ½ years. Dr. Donald Skelton had served on the board for 20 years. Dave Stump had served on the board for 5 years. Board Member Donald Johnston made the motion to accept the Resolutions of Appreciation for George Rowland, Dr. Donald Skelton, and Dave Stump. Board Member Ken Brawley seconded the motion. Motion passed unanimously.

VI. 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.

Board Member Donald Johnston made a motion to approve the consent agenda items. Board Member Scott Blackerby seconded the motion. Motion passed unanimously.

VII. * Consider and act upon approval of Minutes of December 18, 2017 Meeting

VIII. * Consider and act upon approval of accrued liabilities for December 2017

IX. * Receive Monthly Financial Information

X. Consider and act upon Audit for Fiscal year Ending September 30, 2017

The auditor, Carl Deaton with Hankins, Eastup, Deaton, Tonn & Seay reviewed the audit with the Board. Board Member Mark Kuneman made the motion to accept the Audit as presented. Board Member Scott Blackerby seconded the motion. Motion passed unanimously.

XI. Citizens to be Heard

There were no citizens present requesting to speak before the Board.

XII. Consider and act upon Statements of Qualifications for Engineering Services for City of Gunter Water System Improvements Projects.

General Manager Drew Satterwhite provided the Board with background information. The City of Gunter is planning a water system improvements project which includes new water well, pump station, ground storage tank and appurtenances as necessary for the project.

The Authority advertised for qualifications for engineering services associated with the project. Eight Statements of Qualifications were received. The Gunter City Council voted to retain the services of Freeman-Millican, Inc. The Staff recommends the Board confirm the Gunter City Council's selection of Freeman-Millican, Inc. at their December 18, 2017 Council Meeting. Board Member Donald Johnston made the motion to confirm the Gunter City Council's selection of Freeman-Millican, Inc. Board Member Scott Blackerby seconded the motion. Motion passed unanimously.

XIII. Consider and act upon Addendum to Lease Agreement between North Texas Regional Airport and Greater Texoma Utility Authority.

General Manager Drew Satterwhite provided the Board with background information. The Authority had received a notice of extension to the lease agreement with the North Texas Regional Airport. The price increase for the lease agreement is based upon a Consumer Price Index factor for real estate in the Dallas-Fort Worth area. The Airport Director, Sarah Hinton, sent an Addendum to the current building lease agreement for Building #703 at the North Texas Regional Airport. The Addendum increases the monthly rental fee to \$1,947.26 per month during the term of January 1, 2018, through December 31, 2020. This is a 5.3% increase, based on the Consumer Price Index (CPI). The Staff recommended the Board accept the Addendum to the Lease Agreement between North Texas Regional Airport and Greater Texoma Utility Authority. Board Member Mark Kuneman made the motion to accept the Addendum to the Lease Agreement between North Texas Regional Airport and Greater Texoma Utility Authority. Board Member Scott Blackerby seconded the motion. Motion passed unanimously.

XIV. Receive General Manager’s Report: The General Manager will update the Board on operational and other activities of the Authority

General Manager Drew Satterwhite updated the Board regarding the Regional Water Study. There are 12 known participants interested in participating in the study.

The Board discussed changing the meeting date a week earlier or later when the meeting date falls on a holiday.

XV. Adjourn

Board Member Scott Blackerby made the motion to adjourn. Mark Kuneman seconded the motion. Motion passed unanimously. The meeting was adjourned at 1:15 p.m.

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Velma Starks
Recording Secretary

[Signature]
Secretary-Treasurer