

December 11, 2020

OFFICIAL NOTICE
OF
THE ANNUAL SYSTEM USERS MEETING
AND
THE REGULAR MONTHLY MEETING

The Kerrville Public Utility Board will hold its Regular Monthly Meeting on Wednesday, December 16, 2020, beginning at 8:30 a.m. The meeting will be held via WebEx teleconference event number 146 954 9719. A copy of the agenda is attached to this notice.

Click here to join meeting:

<https://kpub.webex.com/kpub/onstage/g.php?MTID=e343a3905211ed8b30c1f40a83a604309>

Join the meeting by phone by dialing: +1-408-418-9388

Access code: 146 954 9719



Lidia S. Goldthorn, Assistant Secretary

<https://kpub.webex.com/kpub/onstage/g.php?MTID=e343a3905211ed8b30c1f40a83a604309>

Join the meeting by phone by dialing: +1-408-418-9388

Access code: 146 954 9719

KPUB MEETING PROCEDURES DURING DISASTER PERIOD

COVID-19 (Coronavirus) provides a unique concern in that gathering members of the public and KPUB staff within a physical setting constitutes a public health risk. The Texas Open Meetings Act (Ch. 552, Tx. Gov't Code) does not contemplate an instance where a governing body meeting might be completely virtual to avoid further spread of COVID-19. However, on March 16, 2020, the Texas Governor suspended certain requirements of the Open Meetings Act to permit open meetings to occur in a fully virtual setting (e.g., telephonic or videoconference meeting).

Pursuant to the City's Declaration of Disaster, as issued by the Mayor and approved by City Council and which may be found on the City's website, the City recommended that any public gatherings of 10 or more people in a single indoor location be canceled or postponed until further notice. Based upon this information and the Governor's most recent order, KPUB plans to hold board meetings only as necessary. When it is necessary for KPUB to hold a meeting, KPUB will convene in a virtual forum (e.g. webinar and/or teleconference) to avoid and mitigate the public health risks.

Based upon the above stated concerns and actions from the federal, state, and local governments:

1. Please be patient as KPUB implements the process and technology involved;
2. Understand that the process may change moving forward. If it does, KPUB will post such changes to its website and on the agendas; and
3. Should you wish to participate in a meeting, the earlier the better. For example, you may wish to email KPUB Staff prior to the meeting. Should you wish to address the Board, the earlier that you can call and line-up to speak the better.

Here then is the process that KPUB will use for its meeting:

1. KPUB Board meetings are recorded and future recordings will be posted on KPUB's website.
2. Any person who wishes to address the KPUB Board must join the meeting online or call in to the meeting by telephone between 8:00 a.m. and 8:15 a.m. A speaker must provide his/her first and last name, an address, and identify the item to address. Anyone calling after 8:15 a.m. will not be registered to speak. After registering, the speaker must remain on hold and the call will be muted until the appropriate time. The speaker will be able to hear the meeting. At some point, the speaker will be prompted to enter the discussion by stating his or her full name and address. The speaker may then speak to the Board for up to four minutes. Should the speaker get disconnected, it is the speaker's responsibility to call back.
3. A person may also submit a written comment on an agenda item, which comments will be read into the meeting record. Comments must include a name, address, and a reference to the relevant item. Comments that do not include such information will not be read and KPUB must receive all comments by 8:15 a.m.
 - a. Comments may be dropped off at the KPUB Utility Payments Drive Thru Drop-Box; or
 - b. Comments may be emailed to lgoldthorn@kpub.com.

AGENDA
KERRVILLE PUBLIC UTILITY BOARD
ANNUAL SYSTEM USERS MEETING
WEDNESDAY DECEMBER 16, 8:30 A.M.
WEBEX EVENT NUMBER 146 954 9719

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **REPORT BY BSGM, LLP., CERTIFIED PUBLIC ACCOUNTANTS:**
Presentation of the 2020 Annual Audit by BSGM, LLP., Certified Public Accountants 1
4. **CONSIDERATION AND ACTION ON RESOLUTION NO. 20-22 – JILL SADBERRY, CFO:**
Discussion and consideration of a Resolution accepting the Annual Audit by BSGM, L.L.P., Certified Public Accountants 2
5. **ANNUAL GENERAL MANAGER’S REPORT – MIKE WITTLER, CEO:**
The General Manager and CEO will provide an annual report on the condition of the electric system, financial status, employees and rates 4
6. **CITIZEN/CONSUMER OPEN FORUM:**
Members of the public may address the Board. Prior to speaking, each speaker must sign in with their name, address and the topic to be addressed. The Board may not discuss or take any action on an item not on the agenda but may place the issue on a future agenda. The number of speakers will be limited to the first ten speakers and each speaker is limited to four minutes.
7. **ADJOURNMENT**

AGENDA
KERRVILLE PUBLIC UTILITY BOARD
REGULAR MONTHLY MEETING
WEDNESDAY DECEMBER 16, 8:30 A.M.
WEBEX EVENT NUMBER 146 954 9719

1. CALL TO ORDER

2. APPROVAL OF MINUTES

Discussion and consideration of the November 18, 2020, Regular Monthly Meeting Minutes

3. CITIZEN/CONSUMER OPEN FORUM:

Members of the public may address the Board. Prior to speaking, each speaker must sign in with their name, address and the topic to be addressed. The Board may not discuss or take any action on an item not on the agenda but may place the issue on a future agenda. The number of speakers will be limited to the first ten speakers and each speaker is limited to four minutes.

4. ANNOUNCEMENTS OF COMMUNITY INTEREST:

Announcements of community interest, including expressions of thanks, congratulations, or condolences; information regarding holiday schedules; honorary recognition of KPUB officials, employees; reminders about upcoming events sponsored by KPUB. No action taken.

**Please note: The January Regular Monthly Board Meeting is tentatively scheduled for Wednesday, January 20, 2021 at 8:30 a.m.*

5. CONSIDERATION AND ACTION ON RESOLUTION NO. 20-23 – JILL SADBERRY, CFO:

Discussion and consideration of a Resolution approving payments to various providers of services or supplies

6. CONSIDERATION AND ACTION ON RESOLUTION NO. 20-24 – JILL SADBERRY, CFO:

Discussion and consideration of a Resolution approving the authorized brokers and dealers for investment purposes for the system

7. FINANCIAL REPORT – JILL SADBERRY, CFO:

8. **APPROVAL AND REPORTING OF PURCHASES AND SALES:**
- A. Fleet Purchase – (Howard Hall, Field Services Supervisor)
- B. Construction Services – (Howard Hall, Field Services Supervisor)
- C. Sole Source Purchase – Substation Maintenance 2021-2024 – (Brian Mikulencak, Substation Project Coordinator)
- D. NISC Monthly Maintenance and Bill Print Service – (Allison Bueché, Interim Director of Customer & Community Relations)

9. **STATUS UPDATE ON CHANGE FOR CHARITY PROGRAM – ALLISON BUECHÉ, INTERIM DIRECTOR OF CUSTOMER & COMMUNITY RELATIONS:**

10. **CONSIDERATION AND ACTION ON EMPLOYEE INCENTIVE AND MANAGEMENT INCENTIVE PLANS FOR FY 2021 – TAMMYE RILEY, H.R. MANAGER:**

11. **UPDATE AND DISCUSSION ON COVID-19 – TAMMYE RILEY, HR MANAGER:**

12. **ADJOURNMENT**