

**Notice of Meeting for the  
Georgetown Electric Utility Board  
of the City of Georgetown  
January 21, 2021 at 4:00 PM  
at VIRTUAL**

The City of Georgetown is committed to compliance with the Americans with Disabilities Act (ADA). If you require assistance in participating at a public meeting due to a disability, as defined under the ADA, reasonable assistance, adaptations, or accommodations will be provided upon request. Please contact the City Secretary's Office, at least three (3) days prior to the scheduled meeting date, at (512) 930-3652 or City Hall at 808 Martin Luther King Jr. Street, Georgetown, TX 78626 for additional information; TTY users route through Relay Texas at 711.

**Consistent with Governor Greg Abbott's suspension of various provisions of the Open Meetings Act, effective August 1, 2020 and until further notice, to reduce the chance of COVID-19 transmission, all City of Georgetown Advisory Board meetings will be held virtually. Public comment will be allowed via teleconference; no one will be allowed to appear in person.**

**To Participate, please copy and paste the following weblink into your browser:**

**WEBLINK:**

**Join Zoom Meeting**

**[https://georgetowntx.zoom.us/j/92008419039?](https://georgetowntx.zoom.us/j/92008419039?pwd=ZW1hRWcrODh5M0tLem1GdFh2WWpLZz09)**

**pwd=ZW1hRWcrODh5M0tLem1GdFh2WWpLZz09**

**Meeting ID: 920 0841 9039**

**Passcode: 323430**

**One tap mobile**

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**888 475 4499 US Toll-free**

**833 548 0276 US Toll-free**

**Meeting ID: 920 0841 9039**

**Find your local number: <https://georgetowntx.zoom.us/j/92008419039>**

**Citizen comments are accepted in three different formats:**

- 1. Submit written comments to [Laura.Wilkins@georgetown.org](mailto:Laura.Wilkins@georgetown.org) by 10:00 a.m. on the date of the meeting and the Recording Secretary will read your comments into the recording during the item that is being discussed.**
- 2. Log onto the meeting at the link above and “raise your hand” during the item**
- 3. Use your home/mobile phone to call the toll-free number**

**To join a Zoom meeting, click on the link provided and join as an attendee. You will be asked to enter your name and email address (this is so we can identify you when you are called upon). To speak on an item, click on the “Raise your Hand” option at the bottom of the Zoom meeting webpage once that item has opened. When you are called upon by the Recording Secretary, your device will be remotely un-muted by the Administrator and you may speak for three minutes. Please state your name clearly, and when your time is over, your device will be muted again.**

**Use of profanity, threatening language, slanderous remarks, or threats of harm are not allowed and will result in your being immediately removed from the meeting.**

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## **Regular Session**

(This Regular Session may, at any time, be recessed to convene an Executive Session for any purpose authorized by the Open Meetings Act, Texas Government Code 551.)

- A Call to Order -- Robert Case, Board Vice-Chairman
- B Roll Call of Board Members -- Robert Case, Board Vice-Chairman
- C Introduction of Visitors -- Robert Case, Board Vice-Chairman
- D Public Wishing to Address the Board. -- Robert Case, Board Vice-Chairman
- E General Manager's Monthly Report. -- Daniel Bethapudi, General Manager of the Electric Utility.
  - Customer Care Report
  - Operations Report
  - Financial Update

## **Regular Agenda**

- F Review and possible approval of the Minutes from the Board Meeting of December 17, 2020. -- Laura Wilkins, Board Liaison

## **Executive Session**

In compliance with the Open Meetings Act, Chapter 551, Government Code, Vernon's Texas Codes,

Annotated, the items listed below will be discussed in closed session and are subject to action in the regular session.

**G EXECUTIVE SESSION:**

**Section 551.086: Competitive Matters**

*- Purchased Power Update*

**Action from Executive Session**

**Adjournment**

**Adjournment**

**Certificate of Posting**

I, Robyn Densmore, City Secretary for the City of Georgetown, Texas, do hereby certify that this Notice of Meeting was posted at City Hall, 808 Martin Luther King Jr. Street, Georgetown, TX 78626, a place readily accessible to the general public as required by law, on the \_\_\_\_\_ day of \_\_\_\_\_, 2021, at \_\_\_\_\_, and remained so posted for at least 72 continuous hours preceding the scheduled time of said meeting.

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Robyn Densmore, City Secretary

City of Georgetown, Texas  
Electric Utility Board  
January 21, 2021

**SUBJECT:**

Review and possible approval of the Minutes from the Board Meeting of December 17, 2020. -- Laura Wilkins, Board Liaison

**ITEM SUMMARY:**

**FINANCIAL IMPACT:**

NONE

**SUBMITTED BY:**

Laura Wilkins - Executive Assistant

**ATTACHMENTS:**

Description		Type
	Minutes - 12-17-2020	Backup Material

**Minutes of the Meeting for the  
Georgetown Electric Utility Advisory Board  
Thursday, December 17, 2020 at 4:00 PM  
at: Virtual Meeting (Zoom)**

**Board Members Present:**

**Via Teleconference (Zoom):** Robert Case -Vice-Chairman, Sam Jones – Secretary, Mike Triggs, Rick Woodruff

**Board Members Absent:** Bill Sattler – Chairman

**Staff Present:**

**Via Teleconference (Zoom):** David Morgan, Daniel Bethapudi, Mike Westbrook, Michael Weisner, Leigh Wallace, Jennifer Flor, Cindy Pospisil, Laura Wilkins, Leticia Zavala-Jones,

**REGULAR SESSION:**

- A. Call to Order – Robert Case, Vice-Chairman

Meeting was called to order at 4:00 PM by Case.

- B. Roll Call of Board Members present.

Mr. Sattler was absent.

- C. Introduction of Visitors

No visitors were present.

- D. General Manager's Monthly Report – Daniel Bethapudi, General Manager of the Electric Utility

**- Customer Care Report**

Leticia Zavala-Jones gave Customer Care Report. Comparison of the beginning of this year vs. last year. Revenues were higher than we anticipated. A 6% system growth – we were very fortunate to have good growth. Question from Woodruff – in general revenue is running lower but overall sales revenues are up? Answered by Bethapudi with a second review of slide #10. Bethapudi stated that one thing that helped was Leticia's group tightened up processes with focus on the numbers and that has paid off for us.

**- Fourth Quarter Financial Report**

Leigh Wallace gave the 4<sup>th</sup> Quarter Report for 2020. Good news on the Preliminary Un-Audited Report. Overall, it has been a good year. Case and Jones congratulated the staff. Lots of good work over the last year.

**- Monthly Operations Report**

Westbrook gave the Operations Report – Increase in residential and significant increase in new commercial business – which is good to have. Question by Case – what is the nature of the commercial business coming in? Answered by Westbrook – Professional office developments;

car washes – some operating 24 hours a day. Developments along IH-35 frontage road; developments along Williams Drive. Finished up Wolf Crossing on SH-29 across from Wolf Ranch, includes an Aldi grocery store. A nice broad range of small and large businesses. Woodruff asked about the Tesla Super Charger any idea on the time frame on that? Answered by Bethapudi – we have sourced the transformer needed and sent them the design. Tesla has slowed down their approach to that. Still going through the development process. Coming in 2021 – Titan Development – 33,000 sq. ft. buildings – large commercial loads - industrial. Reviewed the statistical pages.

#### **- Year-End Review**

Bethapudi gave overall summary of the year in review. Updated Risk Management Policy. Used a more disciplined, systematic approach which helped a lot. Comment from Jones – companies who do their own work in-house usually are better able to respond to situations. Woodruff agreed and, looking forward, would like to understand how the City is dealing with cyber-security risks. Bethapudi responded that we will put this as an item on a future agenda.

Bethapudi continued summary – We were able to lower the Power Cost Adjustment (PCA) by \$0.01

- E. Overview of Collection Agency process and next steps. – Cindy Pospisil, Customer Care Manager.

Cindy Pospisil gave an update on Request for Proposal (RFP) for Collection Agency. RFP done in mid-November. We received 5 proposals. A Cross-department team reviewed and scored the proposals. Turn all score sheets over to Purchasing. Purchasing will invite the top 2 firms to present their proposals. They will do background checks and reference checks. Plan to take this to Council in February.

#### **LEGISLATIVE SESSION:**

- F. Review and possible approval of the minutes from the meeting of October 15, 2020 – Laura Wilkins – Executive Assistant **MOTION** by Jones, second by Triggs to approve the minutes as presented. Roll Call Vote – APPROVED 4-1 (Sattler absent)
- G. Consideration and possible recommendation to approve annual task orders: Task Order MEI-21-001 for Electric System and Planned Capital Improvement Projects in the amount not to exceed \$200,000, Task Order MEI-21-002 for Electric System Engineering Planning and Assistance in the amount not to exceed \$250,000, and Task Order MEI-21-003 for New Development Engineering and Design in the amount not to exceed \$590,000 with McCord Engineering Inc., of College Station, Texas for professional engineering services. –Mike Westbrook, Electric Operations and Engineering Manager Westbrook presented the item. **MOTION** by Triggs, second by Woodruff to recommend approval of the three task orders (MEI-21-001; MEI-21-002; MEI-21-003) as presented. Roll Call Vote – APPROVED 4-1 (Sattler

absent)

- H. Consideration and possible recommendation to renew the Annual Electric System Underground Construction and Maintenance Bid for labor services to Pedro S.S. Services, Inc. of Austin, Texas, in the not to exceed amount of \$2,000,000.00 – Mike Westbrook, Electric Operations and Engineering Manager Westbrook presented the item. This is the second annual contract renewal. **MOTION** by Triggs, second by Woodruff to recommend approval of the construction maintenance bid at \$2 million dollars as presented. Roll Call Vote – APPROVED 4-1 (Sattler absent)
- I. Consideration and possible recommendation to continue utilizing the annual agreement for LCRA Material Acquisition to purchase electric distribution, fiber, water, safety, and substation materials, hardware, and tools for Fiscal Year 2021 from Techline Ltd. under their contract with the Lower Colorado River Authority ("LCRA") Electric Material Acquisition Program in the not to exceed amount of \$4,000,000.00 – Mike Westbrook, Electric Operations and Engineering Manager Westbrook presented the item and said that per previous discussion, we will be actively looking for a possible different supplier for our materials requirements. Question from Woodruff - if you do find another entity to provide materials – would you come back with a different entity? Answered by Westbrook - Yes we would go out for bids, and score them and bring to the Board a final recommendation. **MOTION** by Jones, second by Woodruff to recommend approval of the LCRA Materials Acquisition Program not to exceed \$4 million as presented. Roll Call Vote – APPROVED 4-1 (Sattler absent)

**MOTION** to adjourn to Executive Session: **MOTION** by Woodruff, second by Jones to adjourn Regular Session and move into Executive Session. **APPROVED** 4-1 (Sattler absent)

### **Regular Session Adjourned at 5:10 PM**

### **Executive Session called to order at 5:11 PM by Case**

- J. **EXECUTIVE SESSION:**  
**Section 551.086: Competitive Matters**  
- Purchased Power Review

Triggs left meeting at 5:32 PM – quorum was maintained – meeting continued.

**MOTION** by Woodruff, second by Jones to adjourn Executive Session and reconvene in Regular Session. **APPROVED** 3-2 ( Triggs and Sattler Absent)

### **Executive Session Adjourned at 5:44 PM**

## **Regular Session reconvened at 5:44 PM**

**Action from Executive Session: NO ACTION**

## **ADJOURNMENT:**

**MOTION** by Jones, second by Woodruff to adjourn the Electric Board meeting.  
APPROVED 3-2 (Triggs and Sattler Absent)

**ELECTRIC BOARD MEETING ADJOURNED at: 5:45 PM**

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Bill Sattler – Chairman

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Sam Jones – Secretary

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Laura Wilkins – Board Liaison