

**MINUTES OF THE
KERRVILLE PUBLIC UTILITY BOARD
REGULAR MONTHLY MEETING
WEDNESDAY, OCTOBER 16, 2019, AT 8:30 A.M.
KPUB CONFERENCE ROOM
KERRVILLE PUBLIC UTILITY BOARD OFFICES
2250 MEMORIAL BLVD.
KERRVILLE, TEXAS**

TRUSTEES PRESENT:

Fred Gamble
Bill Thomas
Philip Stacy
Mark Cowden

STAFF PRESENT:

Mike Wittler, General Manager and CEO
Jill Sadberry, Chief Financial Officer
Robby McCutcheon, IT Manager
Gerald Bryla, Controller
Tammye Riley, HR Manager
Ricardo Berrios, Distribution Engineer
Jo Anderson, Customer Service Manager
Allison Bueché, Marketing Manager
Howard Hall, Field Services Supervisor
Lidia S. Goldthorn, Assistant Secretary to the Board

TRUSTEES ABSENT:

Mayor Bill Blackburn

OTHERS PRESENT:

Steve Schulte
Jason Wiesepape, Schneider Engineering
Emily Mullins, Schneider Engineering

1. CALL TO ORDER:

Mr. Fred Gamble, Chairman, called the Regular Monthly Meeting to order at 8:34 a.m.

2. PLEDGE OF ALLEGIANCE:

3. APPROVAL OF MINUTES:

The Trustees reviewed the minutes of the September 18, 2019 Regular Monthly Board Meeting. Philip Stacy, Secretary, motioned to approve the minutes. Mark Cowden, Treasurer, seconded the motion. Vote was by a show of hands. Motion carried 4 – 0.

4. CITIZEN/CONSUMER OPEN FORUM:

There were no citizens/consumers to speak.

5. ANNOUNCEMENTS OF COMMUNITY INTEREST:

Mr. Wittler advised the November Regular Monthly Board Meeting is scheduled for Wednesday, November 20, 2019 at 8:30 a.m. There were no other announcements.

6. CONSIDERATION AND ACTION ON RESOLUTION NO. 19-19 – JILL SADBERRY, CFO:

Ms. Sadberry presented this month's wire transfers for operating expenses to the Board. Mr. Stacy motioned for approval of Resolution No. 19-19. Bill Thomas, Vice Chairman, seconded the motion. Vote was by a show of hands. Motion carried 4 – 0.

7. FINANCIAL REPORT – MIKE WITTLER, CEO:

Ms. Sadberry presented Financial Statements (unaudited) for the Fiscal Year 2019 through September 30, 2019. Ms. Sadberry reviewed the Statements and Balance Sheets for the month. She stated at September 30, 2019, operating expenses, excluding power cost, were above budget by \$241,519.22 or by 2.27%. The balance in the over-collected power cost was \$2,327,374.43. Ms. Sadberry noted the balance in the Rate Stabilization Fund was \$1,885,402.35. The Debt Service Coverage was 7.89 for the month and 15.89 for the Fiscal Year.

8. REPORT, CONSIDERATION AND ACTION ON KPUB ENERGY EFFICIENCY PROGRAMS – MIKE WITTLER, CEO:

Mr. Wittler presented a report regarding the KPUB Energy Efficiency Programs. He reviewed a table summarizing the energy efficiency rebate program performance costs for the past fiscal year through September 30, 2018. He advised that this year KPUB has budgeted to continue all of the existing energy efficiency programs at the same funding level. For the upcoming year, staff recommended that all funds continue to be combined into a pool for program administration. This approach allows customers to seek what energy efficiency improvements they wish, and allows staff to be flexible in budget allocation to achieve program goals of demand reduction. Staff also recommended the General Manager be authorized to make adjustments to the programs including offerings, qualifications, requirements, and rebate amounts. Chairman Gamble advised there were no changes requiring action from the Board.

9. APPROVAL AND REPORTING OF PURCHASES AND SALES:

A. Bid #2603 – Fleet Purchase – Howard Hall, Field Services Supervisor

Staff recommended approval for the purchase of two vehicles from Ken Stoepel Ford to replace Units 3225 and 3226 for a total amount of \$63,286.90. Mr. Hall advised the two units were budgeted for replacement this fiscal year. A bid sheet was provided for the Board's review.

B. Wood Pole Inspection and Treatment Services – Ricardo Berrios, Distribution Engineer

Staff recommended the approval of a purchase order to Osmose Utility Services, Inc., for continuation of the three year contract with the possibility of two (2) one year extensions. The initial contract award in November, 2017 was after a competitive bid process, the evaluation which was provided for the Board's reference. The recommendation of the \$92,000.00 purchase order is for 2,282 poles at an estimated cost of \$40.32 per pole. By scheduling earlier in the fiscal year, KPUB is able to maintain the same per unit pricing from the past year. The award of this contract and purchase order will allow KPUB

to continue its preventative maintenance program for wood poles, which is based on a 10-year cycle. The past year's results were also provided for reference.

C. Quote #2607 – Annual Wood Pole Purchase – Damon Richardson, Purchasing Agent

Staff recommended approval of a one-year agreement to purchase wood poles from Texas Electric Cooperative. TEC was low bidder and stated that they meet or exceed KPUB specifications. The Agreement will allow purchase order issuance as needed. Three quotations were provided for the Board's review.

Mr. Stacy motioned for approval of the purchases and sales. Mr. Thomas seconded the motion. Vote was by a show of hands. Motion carried 4 – 0.

10. PRESENTATION ON KPUB WEBSITE RE-DESIGN – ALLISON BUECHÉ, NETWORK MANAGER:

Mrs. Bueché gave a presentation to the Board on the KPUB website re-design; which was launched on October 10th. The project was designed to give customers the ability to do more self-serve items online. The number of pages were condensed with more imagery and content, and a better flow for the user. The re-design also makes it easier for customers to do key services such as start, stop or transfer service at existing meter locations; pay their bill; or report an outage. She advised the re-design was built with a CMS platform that can be easily customized/changed as needed. She added that the mobile responsive design will enhance the mobile phone experience to match the same ease and as the website. Employment applications will be able to be made online as well as electronic forms for contact, request tree trimming service or report a street light outage. A “Special Notice” banner feature was added for storm warnings or power outages. Mrs. Bueché also went through the new website live so the Board Members could see the new features.

11. MOTION AND VOTE TO RECESS THE PUBLIC MEETING AND RECONVENE IN AN EXECUTIVE CLOSED SESSION:

I. EXECUTIVE CLOSED SESSION – COMPETITIVE MATTERS:

In accordance with Texas Statutes Subchapter D, chapter 551, Government Code Section §551.086, the Kerrville Public Utility Board will recess to discuss and take any necessary action on the following “Competitive Matters”:

A. Effective Fuel and Purchased Power Agreements and Fuel Transportation Arrangements and Contracts;

- (1) Consideration and Action on Wholesale Purchase Power Contracts – Mike Wittler, CEO:

Chairman Gamble asked the Board of Trustees if he had a motion that the Board convene in Executive Closed Session to discuss “Competitive Matters” in accordance with Texas Statues Subchapter D, Chapter 551, Government Code Section §551.086. Mr. Cowden so moved. Mr. Stacy seconded the motion. Vote was by a show of hands. Motion carried 4 – 0.

The Board entered Executive Closed Session at 9:18 a.m. Chairman Gamble adjourned the Executive Closed Session and reconvened into Open Session at 9:56 a.m.

12. ADJOURNMENT

Chairman Gamble adjourned the Regular Board Meeting at 9:56 a.m.

Date Approved: _____

Fred Gamble, Chairman

ATTEST

Lidia S. Goldthorn, Assistant Secretary to the Board

MEMORANDUM

TO: Fred Gamble
Bill Thomas
Philip Stacy
Mark Cowden
Mayor Bill Blackburn

FROM: Jill Sadberry

DATE: November 12, 2019

SUBJECT: Agenda Item #7 - Resolution No. 19-20

Presented for your review, wire transfers for operating expenses.

I. WIRE TRANSFERS - Operating Expense

ERCOT-CRR Auction Invoice Paid November 06, 2019 Transfer from TexPool Investment Fund to ERCOT.	\$ 85,205.45
LCRA - Power Cost Billing 09/01/2019 to 09/30/2019 Paid October 31, 2019 Transfer from TexPool Investment Fund to LCRA.	\$ 518,659.45
CPS ENERGY - Power Cost Billing 09/01/2019 to 09/30/2019. Paid October 21, 2019 Transfer from TexPool Investment Fund to CPS ENERGY.	\$ 1,171,622.18
NEXTERA - Power Cost Billing 09/01/2019 to 09/30/2019. Paid October 08, 2019 Transfer from TexPool Investment Fund to NEXTERA.	\$ 469,440.00
CITY OF GARLAND - Power Cost Billing 09/01/2019 to 09/30/2019. Paid October 31, 2019 Transfer from TexPool Investment Fund to CITY OF GARLAND.	\$ 7,693.42
DG TEXAS SOLAR, LLC - Power Cost Billing 09/01/2019 to 09/30/2019. Paid October 31, 2019 Transfer from TexPool Investment Fund to DG TEXAS SOLAR, LLC.	\$ 168,836.93

II. WIRE TRANSFERS – Investments

A. Transfer from Centennial Bank Revenue Fund to TexPool Investment Fund:

<u>Date</u>	<u>Principal</u>
October 11, 2019	\$ 200,000.00
October 15, 2019	300,000.00
October 18, 2019	500,000.00
October 21, 2019	400,000.00
October 25, 2019	600,000.00
October 28, 2019	300,000.00
November 01, 2019	500,000.00
November 07, 2019	400,000.00
November 08, 2019	300,000.00
November 12, 2019	200,000.00

III. WIRE TRANSFERS - Payroll

Automated Clearing House for Pay Periods Ending:

October 18, 2019	\$ 106,204.03
November 01, 2019	\$ 105,720.83

IV. WIRE TRANSFERS - Payroll - Federal Reserve Bank

Federal Withholding and FICA for Period Ending:

October 18, 2019	\$ 36,608.57
November 01, 2019	\$ 35,850.57

V. WIRE TRANSFER - Comptroller of Public Accounts

2019 - Sales and Use Tax – Paid 11/05/2019	\$ 85,181.46
--	--------------

VI. WIRE TRANSFER - TMRS and TML

Texas Municipal Retirement System (TMRS) Retirement Plan Contribution for the month of October – Paid 11/01/2019	\$ 63,911.67
--	--------------

Texas Municipal League (TML) Monthly Premium - Medical, Dental, Vision and Life for the month of October – Paid 11/01/2019	\$ 54,385.12
--	--------------

VII. WIRE TRANSFER - BOND/INSURANCE PAYMENTS

Broadway National Bank – 2013 Bond Payment P&I, 11/01/2019	\$	463,154.50
TML-FYE 2020 Property/Liability/W. Comp. Premium, 11/11/2019	\$	104,517.00

If you have any questions on the items presented for payment, I will be happy to answer them at your convenience.

Sincerely,



Jill Sadberry
Chief Financial Officer

RESOLUTION NO. 19-20

A RESOLUTION OF THE KERRVILLE PUBLIC UTILITY BOARD CONFIRMING AND AUTHORIZING THE PAYMENTS OF INVOICES AS APPROVED AND PRESENTED BY THE CHIEF FINANCIAL OFFICER AND GENERAL MANAGER / CEO.

WHEREAS, the providers of services or material have submitted invoices for payment;
and

WHEREAS, the Chief Financial Officer or General Manager/CEO has reviewed the invoices and approved payments for services rendered or material received.

WHEREAS, the items marked "Paid" have been previously approved by the Board and are included in this Resolution for information; now, therefore,

BE IT RESOLVED BY THE KERRVILLE PUBLIC UTILITY BOARD THAT:

Section 1. That the Kerrville Public Utility Board review payment of the items set forth on the preceding Schedule.

Section 2. That the Kerrville Public Utility Board instructs the General Manager/CEO or his designee to make said payments and ratifies the payment of the items marked "Paid."

Section 3. This Resolution shall take effect immediately from and after its passage.

PASSED, APPROVED AND ADOPTED on this 20th day of November, 2019

Fred Gamble, Chairman

ATTEST:

Philip Stacy, Secretary

MEMORANDUM

To: Fred Gamble
Bill Thomas
Philip Stacy
Mark Cowden
Mayor Bill Blackburn

From: Jill Sadberry

Date: November 13, 2019

Re: Agenda Item No. 8 — Financial Report

Operating income for the month of October is \$559,030.58, which is above budget by \$513,168.58. Net income for the month is \$606,471.41, which is above budget by \$513,981.41.

For the year, kWh sales are above budget by 11,427,125 kWhs, or by 33.09%.

At October 31, 2019, operating expenses, excluding power cost, are below budget by \$165,085.59 or by 17.22%.

The balance in the over collected power cost at October 31, 2019 was \$2,809,393.13.

The balance in the Rate Stabilization Fund is \$1,885,402.35.

Debt service coverage for October is 19.56. The coverage factor for the fiscal year is 19.56.

Sincerely,



Jill Sadberry
Chief Financial Officer

Kerrville Public Utility Board
Statement of Revenues, Expenses and Changes in Retained Earnings
October 31, 2019
(UNAUDITED)



	Comparison to Budget			Comparison to Last Year		
	Current Month	Current Month Budget Amount	% Increase (Decrease)	Current Month Last Year Amount	% Increase (Decrease)	Inc (Dec)
OPERATING REVENUES:						
Residential	1,845,119.89	1,612,301.00	232,818.89	1,618,036.14	227,083.75	14.03%
Commercial/Industrial	1,398,822.30	1,430,658.00	(31,835.70)	1,559,853.15	(161,030.85)	-10.32%
Sales to Public Authorities	23,179.23	23,500.00	(320.77)	3,334.66	19,844.57	595.10%
Other	(64,231.61)	37,150.00	(101,381.61)	43,201.89	(107,433.50)	-248.68%
TOTAL OPERATING REVENUES	3,202,889.81	3,103,609.00	99,280.81	3,224,425.84	(21,536.03)	-0.67%
OPERATING EXPENSES:						
Purchased Power	1,850,443.82	2,099,246.00	(248,802.18)	2,088,218.98	(237,775.16)	-11.39%
Distribution	229,198.34	260,401.00	(31,202.66)	162,451.35	66,746.99	41.09%
Customer Accounting	38,826.59	63,200.00	(24,373.41)	49,665.50	(10,838.91)	-21.82%
Customer Service & Informational	21,965.55	27,000.00	(5,034.45)	12,674.26	9,291.29	73.31%
Administrative Expenses	222,062.42	320,800.00	(98,737.58)	217,737.19	4,325.23	1.99%
Franchise Fees - Ingram	2,609.61	2,300.00	309.61	2,350.53	259.08	11.02%
Depreciation	280,096.50	288,000.00	(7,903.50)	225,432.94	54,663.56	24.25%
Other	(1,343.60)	(3,200.00)	1,856.40	(250.00)	(1,093.60)	437.44%
TOTAL OPERATING EXPENSES	2,643,859.23	3,057,747.00	(413,887.77)	2,758,280.75	(114,421.52)	-4.15%
OPERATING INCOME	559,030.58	45,862.00	513,168.58	466,145.09	92,885.49	19.93%
NONOPERATING REVENUES (EXPENSES):						
Revenue Fund	40,560.28	35,808.00	4,752.28	38,625.63	1,934.65	5.01%
Interest & Sinking Fund	632.01	479.00	153.01	566.58	65.43	11.55%
Reserve Fund	-	-	-	-	-	0.00%
Interest Inc-City of Kerrville	15,000.00	15,000.00	-	15,000.00	-	0.00%
Interest Expense	(11,859.08)	(11,859.00)	(0.08)	(12,184.77)	325.69	-2.67%
AFUDC - Borrowed Funds	2,624.15	2,500.00	124.15	2,177.99	446.16	20.48%
Other - net	483.47	4,700.00	(4,216.53)	446.31	37.16	8.33%
TOTAL NONOPERATING REVENUES (EXPENSES):	47,440.83	46,628.00	812.83	44,631.74	2,809.09	6.29%
NET INCOME (LOSS)	606,471.41	92,490.00	513,981.41	510,776.83	95,694.58	18.74%
RETAINED EARNINGS AT BEGINNING OF MONTH	67,949,781.81			64,988,632.92		
Plus: Contributions in Aid of Const	20,428.86	9,000.00	11,428.86	25,135.49	(4,706.63)	-18.73%
Less: General Fund Transfer - Regular	113,002.63	45,920.00	67,082.63	112,895.33	107.30	0.10%
Less: General Fund Transfer - Special	50,000.00	45,920.00	4,080.00	-	50,000.00	#DIV/0!
RETAINED EARNINGS AT END OF MONTH	68,413,679.45			65,411,649.91		
Percent of Net Income to Operating Revenue						15.84%

Kerrville Public Utility Board
Detail of Fund Balances from Funds Invested in Government Securities For the Month Of
October 2019

	Revenue Fund	Construction Fund	Stabilization Fund	Rate Fund	Long Term Rate Stabil. Fund	Debt Reserve Fund	Interest & Sinking Fund	Emergency, Repair, Replace & Contingency Fund	Total Funds Invested
Beginning of the Month Balance	11,856,172.81	1,668,821.52	1,885,402.35	540,000.00	-	531,737.64	3,513,053.00	19,995,187.32	
Maturities and/or Withdrawals:									
TEXPOOL-TML Insurance	(55,049.46)							(55,049.46)	
TEXPOOL-TMRS (employer)	(46,982.00)							(46,982.00)	
TEXPOOL-TMRS (employee)	(23,491.00)							(23,491.00)	
TEXPOOL-ICRA	(518,659.45)							(518,659.45)	
TEXPOOL-CPS Energy	(1,171,622.18)							(1,171,622.18)	
TEXPOOL-NextEra	(469,440.00)							(469,440.00)	
TEXPOOL-ERCOT	(19,619.02)							(19,619.02)	
TEXPOOL-ERCOT									
TEXPOOL-City of Garland	(7,693.42)							(7,693.42)	
TEXPOOL_DG Texas Solar LLC	(168,836.93)							(168,836.93)	
TEXPOOL - TML Property and Liab I	(104,517.00)							(104,517.00)	
Stadium Equipment Upgrade	3,687.50	(3,687.50)						-	
Ingram Equipment Upgrade	2,887.50	(2,887.50)						-	
Hunt Emergency Transformer Replac	(1,250,000.00)	1,250,000.00						-	
Investments:									
TEXPOOL	800,000.00							800,000.00	
TEXPOOL	600,000.00							600,000.00	
TEXPOOL	(100,000.00)							(100,000.00)	
TEXPOOL	200,000.00							200,000.00	
TEXPOOL	300,000.00							300,000.00	
TEXPOOL	500,000.00							500,000.00	
TEXPOOL	400,000.00							400,000.00	
TEXPOOL	600,000.00							600,000.00	
TEXPOOL	300,000.00							300,000.00	
Transfer City Interest Payment	11,626,837.35	2,912,246.52	1,885,402.35	540,000.00	-	531,737.64	3,513,053.00	21,009,276.86	
Allocation of:									
mo int earned to the separate funds	15,251.59	2,011.20	2,218.88	635.51	-	632.01	4,134.42	24,883.61	
Transfer of interest to I & S Fund	(15,251.59)	(2,011.20)	(2,218.88)	(635.51)	-	24,251.60	(4,134.42)	(0.00)	
Interest Receivable (accrued on CD)	15,653.99							15,653.99	
Interest Receivable (accrued on CD)								-	
Interest transferred to I&S from CD								-	
Xfer int fr bank accts & CD's to I&S Fund	(628.80)	(8.31)				637.11		-	
Tot Fund Bal after int allocation & xfer	11,641,862.54	2,912,238.21	1,885,402.35	540,000.00	-	557,258.36	3,513,053.00	21,049,814.46	
Interfund transfers	(19,751.03)					19,751.03		-	
Total Fund Balance at End of Month	11,622,111.51	2,912,238.21	1,885,402.35	540,000.00	-	577,009.39	3,513,053.00	21,049,814.46	

Kerrville Public Utility Board
Computation of the Monthly and Year to Date Debt Service Coverage
For the Month Ended October 31, 2019

Description	Current Month	Fiscal Year	Previous Twelve Months
Net Income	\$ 606,471.41	\$ 606,471.41	\$ 4,752,287.54
Plus:			
Interest Expense (net of amortizations & AFUDC)	9,234.93	9,234.93	112,206.96
Depreciation Expense	280,096.50	280,096.50	3,295,677.05
Amortization of Acquisition Adjustment	-	-	-
Miscellaneous Amortizations	-	-	-
Numerator	895,802.84	895,802.84	8,160,171.55
DIVIDED BY:			
Interest Expense (net of amortizations)	13,136.93	13,136.93	112,206.96
Principal Payment Due	32,666.67	32,666.67	392,000.00
Denominator	45,803.60	45,803.60	504,206.96
Debt Service Coverage Ratio	19.56	19.56	16.18
Minimum Requirement per Bond Covenant		1.35	times Debt Service
Minimum Requirement Established by KPUB Board for Good Business Practices		1.65	times Debt Service

Schedule of Average Daily Balance of Fund
For Reporting Compliance as Required by the
Texas Public Funds Investment Act
For the Quarter Ended September 30, 2019

Total Funds Invested

Day of the Month	July 2019	00	August 2019	September 2019	Totals
1	18,622,467.99		19,156,991.27	19,107,878.83	
2	18,703,019.57		19,377,398.45	19,107,878.83	
3	18,341,579.34		19,377,398.45	19,454,648.12	
4	18,341,579.34		19,377,398.45	19,530,146.35	
5	18,608,184.97		19,768,408.55	19,552,318.04	
6	18,608,184.97		19,788,153.49	19,824,304.77	
7	18,608,184.97		19,860,291.69	19,824,304.77	
8	18,889,549.21		19,799,286.62	19,824,304.77	
9	18,928,627.19		19,898,265.32	20,224,059.34	
10	19,031,895.09		19,898,265.32	20,203,974.38	
11	18,776,674.26		19,898,265.32	20,151,219.27	
12	19,129,628.12		20,256,789.44	20,025,748.47	
13	19,129,628.12		20,232,069.52	20,362,959.38	
14	19,129,628.12		20,116,341.00	20,362,959.38	
15	19,515,623.80		20,127,633.11	20,362,959.38	
16	19,605,089.75		20,196,195.61	20,779,640.83	
17	19,677,281.01		20,196,195.61	20,850,982.04	
18	19,736,485.07		20,196,195.61	20,861,276.43	
19	20,033,931.85		20,277,468.23	20,829,305.51	
20	20,033,931.85		19,864,472.20	20,645,723.09	
21	20,033,931.85		19,957,075.29	20,645,723.09	
22	18,889,392.58		18,655,583.11	20,645,723.09	
23	18,950,287.28		18,943,692.54	19,805,328.99	
24	18,939,792.73		18,943,692.54	19,819,166.24	
25	18,905,457.22		18,943,692.54	19,900,886.36	
26	19,202,219.75		19,411,996.20	19,954,208.77	
27	19,202,219.75		19,268,639.87	20,324,252.62	
28	19,202,219.75		19,318,824.41	20,324,252.62	
29	19,462,459.37		19,330,428.01	20,324,252.62	
30	19,491,940.63		19,070,250.64	20,336,445.81	
31	19,089,061.72		19,107,878.83	-	
<hr/>					
Total of daily balance	592,820,157.22		608,615,237.24	603,966,832.19	
<hr/>					
Average daily balance	19,123,230.88		19,632,749.59	20,132,227.74	19,623,937.25
<hr/>					
Interest earnings	38,026.01		37,621.79	36,576.46	112,224.26
<hr/>					
APR ----->	2.31%		2.23%	2.18%	2.24%
<hr/>					

**Kerrville Public Utility Board
Schedule of Other Investment Facts
For Reporting Compliance as Required by the
Texas Public Funds Investment Act
For the Quarter Ended September 30, 2019**

Total Funds Invested by Fund

Fund	Market Value and Carrying Amount	Actual Interest Earnings	Budgeted Interest Earnings
Revenue	11,856,172.81	79,041.80	\$37,225.55
Construction	1,668,821.52	8,703.91	23,375.91
Rate Stabilization	1,885,402.35	5,638.57	9,765.15
Long Term Rate Stablization	\$540,000.00	1,966.31	1,864.56
Debt Reserve	0	0	0.00
Interest & Sinking	531,737.64	1,321.87	1,025.00
Emergency, Repair, Replace & Conting	3,513,053.00	13,557.44	18,195.32
Revenue Fund - Checking	341,258.49	1,994.36	1,500.00
Totals	20,336,445.81	112,224.26	\$92,951.50

Total Funds Invested by Security

Type of Security		Market Value and Carrying Amount	Actual Interest Earnings	Budgeted Interest Earnings
FHLB		0	0	0
FFCB		0	0	0
FREDDIE MAC		0	0	0
FARMER MAC		0	0	0
Certificate of Deposit	32%	6,574,707.82	39,410.02	30,050.92
TEXPOOL	16%	3,351,138.10	15,018.08	15,317.00
LOGIC	50%	10,069,341.40	59,263.61	44,523.79
Other-Misc checking accounts, et	2%	341,258.49	1,994.36	1,500.00
Totals	100%	20,336,445.81	115,686.07	\$92,951.50

MEMORANDUM

To: Fred Gamble
Bill Thomas
Philip Stacy
Mark Cowden
Mayor Bill Blackburn

From: Tommy Nylec

Date: November 20, 2019

Re: Agenda Item No. 10 — Quarterly Reports: Engineering and Operations
Projects - Capital Budget Summary, Cumulative Purchasing Activity, and
Reliability

Attached for your consideration and review are quarterly reports and updates as requested by the Board.

A. Engineering and Operations Projects – Capital Budget Summary

The attached spreadsheet summarizes spending for the Capital Budget through the fourth quarter of fiscal year end 2019. A summary of status updates for the projects will be presented at that time.

B. Cumulative Purchasing Activity

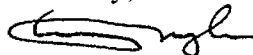
Board Policy 42 requires quarterly reporting on a rolling 12 month basis to the Board by vendor of all cumulative activity above the Board approval limitations. The attached report summarizes disbursements by check with cumulative activity to payees above \$10,000.00 for the period October 1, 2018 through September 30, 2019 by month. The Board per their request is provided a quarterly check register of single payments over \$10,000 to accompany this report.

C. Reliability

Attached you will find quarterly reliability reports summarizing industry performance indices by substation, feeder, and entire system by month. In the monthly summary, total number of customers connected is also reflected. Service summary also identifies common outage causes and Major Event Day threshold including the day the event occurred.

Please let me know if you have any questions or concerns.

Sincerely,



Tommy Nylec, P.E

CAPITAL BUDGET REPORT
FISCAL YEAR OCTOBER 1, 2018 - SEPTEMBER 30, 2019

As of November 1, 2019

Budget No.	Description	Budget Amount	Qtr 1 (Oct-Dec)	Qtr 2 (Jan-Mar)	Qtr 3 (Apr-June)	July Actual	August Actual	September Actual	Qtr 4 (July-Sep)	YTD Total
39701	Existing AMR Systems	\$ 44,645	\$ 2,236.44	\$ -	\$ 23,620.00	\$ -	\$ -	\$ 120.36	\$ 120.36	\$ 25,976.80
38700	AMI/Smart Grid Deployment	\$ 2,200,000	\$ 209,212.50	\$ 193,692.28	\$ 154,287.65	\$ 4,177.96	\$ -	\$ -	\$ 4,177.96	\$ 561,370.39
39730	Ordinary Replacements	\$ 100,000	\$ 4,139.46	\$ 5,688.49	\$ 10,836.64	\$ 8,299.22	\$ 10,491.88	\$ 9,794.10	\$ 28,585.20	\$ 49,249.79
39714	Customer Extensions	\$ 901,530	\$ 214,313.40	\$ 140,345.66	\$ 173,829.71	\$ 8,144.33	\$ 87,772.33	\$ 28,126.89	\$ 124,043.55	\$ 652,532.32
	Retirement W/O Replacement		\$ -	\$ -	\$ -	\$ -	\$ 1,093.69	\$ -	\$ 1,093.69	\$ 1,093.69
39731	System Improvements	\$ 1,108,850	\$ 12,742.09	\$ 15,248.63	\$ 48,261.98	\$ 21,158.52	\$ 1,917.95	\$ 9,750.68	\$ 32,827.15	\$ 109,079.85
39733	Pole Inspection Replacements	\$ 338,250	\$ -	\$ -	\$ 6,903.36	\$ 6,243.56	\$ 22,051.35	\$ 61,729.89	\$ 90,024.80	\$ 96,928.16
39732	Power Factor Improvements/Control Replacement	\$ 151,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
39734	Reliability Improvements	\$ 150,000	\$ 35,801.69	\$ 798.99	\$ 25,110.90	\$ -	\$ -	\$ 3,661.92	\$ 3,661.92	\$ 65,373.50
39721	Street lights	\$ 14,360	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
39724	Misc. Improvement Projects	\$ 225,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,570.00	\$ 24,570.00	\$ 24,570.00
39722	Contingency Development	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
39735	Customer Conversions	\$ 117,880	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
39723	Padmount Refurbish & Replacements	\$ 117,880	\$ 463.81	\$ -	\$ 50,058.98	\$ 21,314.44	\$ 7,537.28	\$ 3,286.89	\$ 32,138.61	\$ 82,661.40
39726	Pickup 1/2 Ton (Replace Unit 3199)	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32,473.15	\$ 32,473.15	\$ 32,473.15
39727	Pickup 1/2 Ton (Replace Unit 3206)	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
39725	Digger Derrick (Replace Unit 3184)	\$ 375,000	\$ 197.50	\$ 362,052.99	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 362,250.49
39760	IT Normal Replacements	\$ 60,000	\$ 11,659.40	\$ 21,104.48	\$ 21,231.80	\$ -	\$ 3,403.28	\$ 5,232.59	\$ 8,635.85	\$ 62,631.53
39762	Enterprise Backup Solutions	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 7,350.40	\$ 13,864.00	\$ 21,214.40	\$ 21,214.40
39763	Email System Upgrade	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
39761	Network Infrastructure	\$ 90,000	\$ -	\$ -	\$ 58,565.40	\$ -	\$ -	\$ 18,773.10	\$ 18,773.10	\$ 77,338.50
39764	Access System Upgrade (HQ and DR)	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
39765	Server Infrastructure	\$ 40,000	\$ -	\$ -	\$ 360.45	\$ -	\$ 47,901.53	\$ -	\$ 47,901.53	\$ 48,261.98
39767	Fiber Optic Communications	\$ 485,364	\$ 1,760.40	\$ 25,844.14	\$ 1,628.26	\$ 376,939.20	\$ 11,780.00	\$ 781.54	\$ 389,500.74	\$ 418,733.54
39774	Office Furniture	\$ 12,500	\$ -	\$ -	\$ 11,738.27	\$ -	\$ -	\$ -	\$ -	\$ 11,738.27
39775	Facilities Improvements	\$ 99,302	\$ -	\$ 6,102.00	\$ 9,312.86	\$ -	\$ 5,685.04	\$ 22,221.75	\$ 27,906.79	\$ 43,321.65
39776	Misc. Building Improvements	\$ 275,000	\$ -	\$ 8,175.00	\$ 214,015.00	\$ -	\$ -	\$ -	\$ -	\$ 222,190.00
39778	Demonstration EE Projects (EV, PV, & LED)	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 44,775.00	\$ 12,300.77	\$ 57,075.77	\$ 57,075.77
39779	Misc. Capital Tools/Radios	\$ 20,000	\$ -	\$ 656.00	\$ 1,112.09	\$ 1,989.85	\$ -	\$ -	\$ 1,989.85	\$ 3,757.94
39747	Stadium Equipment Upgrade	\$ 1,136,215	\$ 5,788.75	\$ 30,163.50	\$ 652,280.24	\$ 9,953.73	\$ 4,165.50	\$ 204,742.17	\$ 218,861.40	\$ 907,093.89
39748	DA Equipment Deployment	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
39749	Ingram Equipment Upgrades	\$ 412,845	\$ -	\$ 95,710.20	\$ 181,747.53	\$ 87,834.79	\$ 214,188.64	\$ 51,513.86	\$ 353,537.29	\$ 630,995.02
39750	Minor Substations Improvements	\$ 120,000	\$ (502.34)	\$ 52,391.16	\$ 22.19	\$ 1,560.00	\$ -	\$ 5,609.60	\$ 7,169.60	\$ 59,080.61
	Prior Years Distribution		\$ 49,806.30	\$ 98,617.79	\$ 99,917.81	\$ 12,096.26	\$ (9,831.29)	\$ 1,520.29	\$ 3,785.26	\$ 252,127.16
	Prior Years Customer Extensions		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Prior Years Pole Inspection/Replacements		\$ -	\$ -	\$ -	\$ -	\$ (1,551.45)	\$ -	\$ (1,551.45)	\$ (1,551.45)
	Prior Years Street Lights		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Prior Years IT		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Prior Years Fleet		\$ 242,709.98	\$ 34,764.12	\$ 1,558.26	\$ -	\$ -	\$ 9,550.00	\$ 9,550.00	\$ 288,582.34
	Prior Years Facilities		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Prior Years Energy Efficiency		\$ -	\$ -	\$ -	\$ -	\$ -	\$ (7,870.00)	\$ (7,870.00)	\$ (7,870.00)
	Prior Years Tools/Equipment		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Prior Years Substation		\$ (2,224.96)	\$ -	\$ -	\$ -	\$ (2,234.61)	\$ -	\$ (2,234.61)	\$ (4,459.57)
	Totals:	\$ 9,080,621	\$ 788,104.40	\$ 1,091,355	\$ 1,746,399	\$ 559,712	\$ 456,497	\$ 521,754	\$ 1,537,962	\$ 5,163,821.12
	Percent of Total Budget:		8.7%	12.0%	19.2%	6.2%	5.0%	5.7%	16.9%	56.9%

ID	VendorName	Q1 Total	Q2 Total	Q3 Total
1	CITY OF KERRVILLE	\$ 316,590.13	\$ 248,201.88	\$ 290,423.98
2	TEXAS ELECTRIC COOPERATIVES, INC.	\$ 146,500.08	\$ 138,935.40	\$ 229,785.80
3	SPX TRANSFORMER SOLUTIONS, INC.	\$ -	\$ -	\$ 626,120.00
4	ALTEC INDUSTRIES, INC.	\$ 557,997.99	\$ 1,333.28	\$ 518.00
5	NATIONAL TREE EXPERT CO., INC.	\$ 113,137.65	\$ 124,132.05	\$ 138,231.80
6	BRANDT INDUSTRIAL	\$ -	\$ -	\$ 221,658.25
7	LINETEC SERVICES LLC	\$ 3,516.00	\$ -	\$ 376,939.20
8	NISC, INC.	\$ 85,776.42	\$ 94,652.44	\$ 67,416.58
9	ALLEGIAN UTILITY SERVICES, INC.	\$ 200,357.04	\$ 53,354.70	\$ -
10	TECHLINE INCORPORATED	\$ 56,765.27	\$ 41,530.47	\$ 122,312.67
11	LOWER COLORADO RIVER AUTHORITY	\$ 32,463.00	\$ 4,477.58	\$ 167,237.65
12	LONGHORN COMMERCIAL ROOFING, LLC	\$ -	\$ -	\$ 221,750.00
13	COOPER POWER SYSTEMS	\$ -	\$ 189,897.11	\$ 31,359.30
14	COMPUTER SOLUTIONS	\$ 54,026.48	\$ 16,987.00	\$ 79,691.68
15	SCHNEIDER ENGINEERING, INC.	\$ 21,982.15	\$ 80,542.25	\$ 43,535.13
16	ANIXTER INC	\$ 64,012.31	\$ 34,293.99	\$ 67,875.71
17	TESSCO ENERGY SERVICES	\$ -	\$ -	\$ -
18	MCFARLAND CASCADE	\$ 38,387.00	\$ -	\$ 21,086.00
19	CARD SERVICE CENTER	\$ 24,201.07	\$ 18,959.86	\$ 40,059.77
20	GREENSTONE ELECTRICAL SERVICES, LLC	\$ 27,424.30	\$ 47,779.26	\$ 51,003.41
21	D W ELECTRIC CO., INC.	\$ 86,069.00	\$ 1,287.86	\$ 793.64
22	LANDIS+GYR TECHNOLOGY INC	\$ 750.00	\$ 85,000.00	\$ -
23	DELL MARKETING L.P.	\$ 12,168.90	\$ 17,366.00	\$ 6,172.08
24	MAXEY ENERGY COMPANY	\$ 28,894.40	\$ 28,288.50	\$ 20,095.33
25	UTILITY RESTORATION SERVICES, INC	\$ -	\$ -	\$ 54,002.75
26	OSMOSE UTILITIES SERVICES, INC	\$ -	\$ 72,172.31	\$ -
27	CITY OF INGRAM	\$ -	\$ 31,991.14	\$ -
28	DAVEY RESOURCE GROUP	\$ 60,000.00	\$ -	\$ -
29	PRIESTER-MELL & NICHOLSON, INC.	\$ 24,261.00	\$ 7,836.50	\$ 87.00
30	KBS ELECTRICAL DISTRIBUTORS INC.	\$ 32,822.82	\$ 10,048.95	\$ 4,148.26
31	COOPERATIVE RESPONSE CENTER, INC.	\$ 14,383.64	\$ 12,596.57	\$ 13,561.96
32	VERDEK	\$ 1,410.00	\$ -	\$ -
33	STUART C.IRBY COMPANY	\$ 28,304.40	\$ 5,536.64	\$ 3,585.23
34	SOUTHERN STATES, LLC	\$ -	\$ -	\$ 42,604.00
35	KRAUSS GARAGE	\$ 6,944.45	\$ 11,507.42	\$ 6,375.07
36	INCEPTION CONCEPTS, LLC	\$ 15,779.20	\$ -	\$ 7,940.00
37	BOLINGER, SEGARS, GILBERT & MOSS,LLP	\$ 29,500.00	\$ -	\$ -
38	KERRVILLE PUBLIC UTILITY BOARD-ELECTRIC	\$ 6,876.44	\$ 8,788.67	\$ 7,661.15
39	BARBER DYSON FORD LINCOLN MERCURY INC	\$ 36,627.60	\$ -	\$ -
40	BANDERA ELECTRIC COOPERATIVE	\$ -	\$ 36,143.44	\$ -
41	MARTINEZ, JUAN JOSE	\$ 9,850.00	\$ 5,800.00	\$ 8,750.00
42	JENNINGS ANDERSON FORD	\$ -	\$ 34,354.32	\$ -
43	WESCO DISTRIBUTION, INC.	\$ 5,561.72	\$ 1,908.05	\$ 19,922.48
44	RELIABLE STAFFING CORPORATION, INC.	\$ 9,123.58	\$ 12,165.02	\$ 10,150.32
45	AMERICAN FIDELITY ASSURANCE CO	\$ 7,455.87	\$ 5,031.58	\$ 9,963.76
46	KEN STOEPEL FORD	\$ -	\$ -	\$ -
47	USIC LOCATING SERVICES, INC.	\$ 6,022.03	\$ 6,337.24	\$ 8,095.42
48	SECUREWORKS INC	\$ -	\$ 19,621.00	\$ 1,341.33
49	C & M CONCRETE PRECAST CO.	\$ 1,170.00	\$ -	\$ 2,779.00
50	METROPOLITAN LIFE INS. CO.	\$ 6,373.74	\$ 6,342.60	\$ 6,748.91
51	VERIZON WIRELESS	\$ 7,030.77	\$ 5,522.46	\$ 5,974.97
52	AMERICAN PUBLIC POWER ASSN. CORP.	\$ 2,270.00	\$ 18,490.88	\$ 3,435.40
53	KERR ECONOMIC DEVELOPMENT	\$ 24,500.00	\$ -	\$ -
54	RAPID7 LLC	\$ 23,750.00	\$ -	\$ -
55	SURVALENT TECHNOLOGY INC	\$ 22,664.14	\$ -	\$ -
56	TEXAS PUBLIC POWER ASSOC.	\$ 975.00	\$ 2,500.00	\$ 1,800.00
57	TEXAS MUNICIPAL LEAGUE	\$ 22,500.00	\$ -	\$ -
58	WINDSTREAM COMMUNICATIONS	\$ 6,036.51	\$ 6,170.97	\$ 3,579.98
59	THE ALARA GROUP	\$ 9,074.32	\$ 8,940.00	\$ 2,235.00
60	FR DEPOT	\$ 7,460.09	\$ 9,640.92	\$ 3,041.13
61	CALEB BECKERD MIZELL	\$ 17,146.00	\$ -	\$ -
62	ECOMPLIANCE INC	\$ -	\$ -	\$ 19,299.00
63	GDS ASSOCIATES	\$ -	\$ -	\$ -
64	STROEHER & OLFERS, INC.	\$ 6,190.72	\$ 1,510.48	\$ 2,127.04
65	DAVIDSON TROILO REAM & GARZA	\$ 15,310.75	\$ 921.50	\$ 1,760.70
66	SOLARWINDS	\$ 10,110.60	\$ 7,958.00	\$ 421.00
67	LONESTAR FIELD SERVICES	\$ 3,857.14	\$ 1,045.00	\$ 9,961.30
68	CLEVEST SOLUTIONS INC.	\$ 9,225.45	\$ 4,076.75	\$ 3,642.86
69	RACKSPACE HOSTING	\$ 4,005.60	\$ 4,012.20	\$ 4,012.20
70	FIVE STAR WIRELESS	\$ -	\$ -	\$ -
71	HILL COUNTRY TELEPHONE COOPERATIVE, INC.	\$ 1,879.12	\$ 4,502.42	\$ 4,697.19
72	NYLEC, TOMMY	\$ 5,559.47	\$ 510.50	\$ 6,847.35
73	J L MATTHEWS CO., INC.	\$ 3,211.54	\$ 3,462.25	\$ -
74	SHI GOVERNMENT SOLUTIONS, INC.	\$ 7,350.40	\$ -	\$ -
75	ALL POINTS COMMUNICATIONS, INC.	\$ 4,878.40	\$ 4,312.66	\$ 507.50
76	REPUBLIC SERVICES #859, INC.	\$ 3,868.35	\$ 3,249.59	\$ 2,435.28
77	PROBEWELL LAB INC	\$ 10,915.00	\$ -	\$ -
78	KEL-CO LANDSCAPING & LAWN SERVICE	\$ 2,700.00	\$ 2,700.00	\$ 2,700.00
79	WEAVER TECHNOLOGIES LLC	\$ -	\$ 10,640.00	\$ -
80	M&S ENGINEERING	\$ -	\$ -	\$ 10,000.28
81	FEDRESULTS, INC	\$ -	\$ -	\$ -
	Grand Total	\$ 2,405,955.05	\$ 1,615,367.66	\$ 3,120,258.80

Cumulative Purchasing Activity - Vendors Over \$10K - Fiscal Year Summary by Quarter - Period: 10/01/2018 To 09/30/2019

ID	Vendor Name	Q4			Q4 Total	Grand Total
		Jul	Aug	Sep		
1	CITY OF KERRVILLE	\$ 118,576.46	\$ 260,796.72	\$ 131,592.15	\$ 510,965.33	\$ 1,366,181.32
2	TEXAS ELECTRIC COOPERATIVES, INC.	\$ 6,158.84	\$ 52,450.92	\$ 66,796.53	\$ 125,406.29	\$ 640,627.57
3	SPX TRANSFORMER SOLUTIONS, INC.	\$ -	\$ -	\$ -	\$ -	\$ 626,120.00
4	ALTEC INDUSTRIES, INC.	\$ 372.00	\$ 199.15	\$ -	\$ 571.15	\$ 560,420.42
5	NATIONAL TREE EXPERT CO., INC.	\$ 42,797.56	\$ 44,636.86	\$ 39,761.04	\$ 127,195.46	\$ 502,696.96
6	BRANDT INDUSTRIAL	\$ 124,140.72	\$ 90,176.72	\$ -	\$ 214,317.44	\$ 435,975.69
7	LINETEC SERVICES LLC	\$ -	\$ 11,780.00	\$ -	\$ 11,780.00	\$ 392,235.20
8	NISC, INC.	\$ 58,204.62	\$ 26,957.35	\$ 27,220.07	\$ 112,382.04	\$ 360,227.48
9	ALLEGIAN UTILITY SERVICES, INC.	\$ -	\$ -	\$ -	\$ -	\$ 253,711.74
10	TECHLINE INCORPORATED	\$ 13,073.66	\$ 8,140.97	\$ 9,494.83	\$ 30,709.46	\$ 251,317.87
11	LOWER COLORADO RIVER AUTHORITY	\$ 23,453.31	\$ 9,511.46	\$ 126.55	\$ 33,091.32	\$ 237,269.55
12	LONGHORN COMMERCIAL ROOFING, LLC	\$ -	\$ -	\$ -	\$ -	\$ 221,750.00
13	COOPER POWER SYSTEMS	\$ -	\$ -	\$ -	\$ -	\$ 221,256.41
14	COMPUTER SOLUTIONS	\$ -	\$ -	\$ 28,585.60	\$ 28,585.60	\$ 179,290.76
15	SCHNEIDER ENGINEERING, INC.	\$ 16,348.75	\$ 12,504.00	\$ -	\$ 28,852.75	\$ 174,912.28
16	ANIXTER INC	\$ 1,203.04	\$ -	\$ 4,341.32	\$ 5,544.36	\$ 171,726.37
17	TESSCO ENERGY SERVICES	\$ 140,235.72	\$ 19,268.59	\$ -	\$ 159,504.31	\$ 159,504.31
18	MCFARLAND CASCADE	\$ -	\$ 30,379.00	\$ 56,255.00	\$ 86,634.00	\$ 146,107.00
19	CARD SERVICE CENTER	\$ 9,600.89	\$ 15,954.58	\$ 18,541.43	\$ 44,096.90	\$ 127,317.60
20	GREENSTONE ELECTRICAL SERVICES, LLC	\$ -	\$ -	\$ -	\$ -	\$ 126,206.97
21	D W ELECTRIC CO., INC.	\$ -	\$ 288.87	\$ -	\$ 288.87	\$ 88,439.37
22	LANDIS+GYR TECHNOLOGY INC	\$ -	\$ -	\$ -	\$ -	\$ 85,750.00
23	DELL MARKETING L.P.	\$ 48,261.98	\$ 54.00	\$ 54.00	\$ 48,369.98	\$ 84,076.96
24	MAXEY ENERGY COMPANY	\$ -	\$ -	\$ -	\$ -	\$ 77,278.23
25	UTILITY RESTORATION SERVICES, INC	\$ 20,596.75	\$ -	\$ -	\$ 20,596.75	\$ 74,599.50
26	OSMOSE UTILITIES SERVICES, INC	\$ 1,780.00	\$ -	\$ -	\$ 1,780.00	\$ 73,952.31
27	CITY OF INGRAM	\$ 30,360.34	\$ -	\$ -	\$ 30,360.34	\$ 62,351.48
28	DAVEY RESOURCE GROUP	\$ -	\$ -	\$ -	\$ -	\$ 60,000.00
29	PRIESTER-MELL & NICHOLSON, INC.	\$ -	\$ 26,827.00	\$ -	\$ 26,827.00	\$ 59,011.50
30	KBS ELECTRICAL DISTRIBUTORS INC.	\$ 1,000.00	\$ 4,970.00	\$ 4,125.00	\$ 10,095.00	\$ 57,115.03
31	COOPERATIVE RESPONSE CENTER, INC.	\$ 4,294.83	\$ 4,520.39	\$ 4,166.09	\$ 12,981.31	\$ 53,523.48
32	VERDEK	\$ -	\$ 44,775.00	\$ -	\$ 44,775.00	\$ 46,185.00
33	STUART C. IRBY COMPANY	\$ 3,901.55	\$ 1,424.20	\$ -	\$ 5,325.75	\$ 42,752.02
34	SOUTHERN STATES, LLC	\$ -	\$ -	\$ -	\$ -	\$ 42,604.00
35	KRAUSS GARAGE	\$ 3,163.47	\$ 4,606.30	\$ 7,727.66	\$ 15,497.43	\$ 40,324.37
36	INCEPTION CONCEPTS, LLC	\$ 9,717.66	\$ 1,036.00	\$ 5,232.59	\$ 15,986.25	\$ 39,705.45
37	BOLINGER, SEGARS, GILBERT & MOSS, LLP	\$ -	\$ -	\$ 9,000.00	\$ 9,000.00	\$ 38,500.00
38	KERRVILLE PUBLIC UTILITY BOARD-ELECTRIC	\$ 2,823.26	\$ 7,951.32	\$ 3,310.19	\$ 14,084.77	\$ 37,411.03
39	BARBER DYSON FORD LINCOLN MERCURY INC	\$ -	\$ -	\$ -	\$ -	\$ 36,627.80
40	BANDERA ELECTRIC COOPERATIVE	\$ -	\$ -	\$ -	\$ -	\$ 36,143.44
41	MARTINEZ, JUAN JOSE	\$ 5,800.00	\$ -	\$ 5,050.00	\$ 10,850.00	\$ 35,250.00
42	JENNINGS ANDERSON FORD	\$ -	\$ -	\$ -	\$ -	\$ 34,354.32
43	WESCO DISTRIBUTION, INC.	\$ 1,329.65	\$ 1,756.37	\$ 2,461.91	\$ 5,547.93	\$ 32,940.18
44	RELIABLE STAFFING CORPORATION, INC.	\$ -	\$ -	\$ -	\$ -	\$ 31,438.92
45	AMERICAN FIDELITY ASSURANCE CO	\$ 2,466.09	\$ -	\$ 5,294.76	\$ 7,760.85	\$ 30,212.06
46	KEN STOEPER FORD	\$ -	\$ -	\$ 30,166.15	\$ 30,166.15	\$ 30,166.15
47	USIC LOCATING SERVICES, INC.	\$ 2,893.52	\$ 3,099.92	\$ 2,974.86	\$ 8,968.30	\$ 29,422.99
48	SECUREWORKS INC	\$ -	\$ 7,837.50	\$ -	\$ 7,837.50	\$ 28,799.83
49	C & M CONCRETE PRECAST CO.	\$ -	\$ 19,890.00	\$ 4,680.00	\$ 24,570.00	\$ 28,519.00
50	METROPOLITAN LIFE INS. CO.	\$ 2,248.93	\$ 2,243.46	\$ 2,201.55	\$ 6,693.94	\$ 26,157.19
51	VERIZON WIRELESS	\$ 2,033.50	\$ 2,031.47	\$ 2,403.28	\$ 6,468.25	\$ 24,996.45
52	AMERICAN PUBLIC POWER ASSN. CORP.	\$ 375.00	\$ -	\$ -	\$ 375.00	\$ 24,571.28
53	KERR ECONOMIC DEVELOPMENT	\$ -	\$ -	\$ -	\$ -	\$ 24,500.00
54	RAPID7 LLC	\$ -	\$ -	\$ -	\$ -	\$ 23,750.00
55	SURVALENT TECHNOLOGY INC	\$ -	\$ -	\$ -	\$ -	\$ 22,664.14
56	TEXAS PUBLIC POWER ASSOC.	\$ 50.00	\$ 17,257.00	\$ -	\$ 17,307.00	\$ 22,582.00
57	TEXAS MUNICIPAL LEAGUE	\$ -	\$ -	\$ -	\$ -	\$ 22,500.00
58	WINDSTREAM COMMUNICATIONS	\$ 1,265.76	\$ 1,980.94	\$ 3,362.76	\$ 6,609.46	\$ 22,396.92
59	THE ALARA GROUP	\$ -	\$ -	\$ -	\$ -	\$ 20,249.32
60	FR DEPOT	\$ -	\$ -	\$ -	\$ -	\$ 20,142.14
61	CALEB BECKERD MIZELL	\$ 2,702.00	\$ -	\$ -	\$ 2,702.00	\$ 19,848.00
62	E COMPLIANCE INC	\$ -	\$ -	\$ -	\$ -	\$ 19,299.00
63	GDS ASSOCIATES	\$ -	\$ 5,506.30	\$ 13,758.35	\$ 19,264.65	\$ 19,264.65
64	STROEHER & OLFPERS, INC.	\$ 3,552.56	\$ 2,311.50	\$ 3,386.26	\$ 9,250.32	\$ 19,078.56
65	DAVIDSON TROILO REAM & GARZA	\$ 185.00	\$ 260.20	\$ 375.00	\$ 820.20	\$ 18,813.15
66	SOLARWINDS	\$ 210.00	\$ -	\$ -	\$ 210.00	\$ 18,699.60
67	LONESTAR FIELD SERVICES	\$ 1,320.00	\$ 1,430.00	\$ -	\$ 2,750.00	\$ 17,613.44
68	CLEVEST SOLUTIONS INC.	\$ -	\$ -	\$ -	\$ -	\$ 16,945.06
69	RACKSPACE HOSTING	\$ 1,337.40	\$ 1,337.40	\$ 1,337.40	\$ 4,012.20	\$ 16,042.20
70	FIVE STAR WIRELESS	\$ -	\$ -	\$ 15,971.29	\$ 15,971.29	\$ 15,971.29
71	HILL COUNTRY TELEPHONE COOPERATIVE, INC.	\$ 1,565.73	\$ 795.83	\$ 1,114.33	\$ 3,475.89	\$ 14,554.62
72	NYLEC, TOMMY	\$ 120.64	\$ 353.60	\$ -	\$ 474.24	\$ 13,391.56
73	J L MATTHEWS CO., INC.	\$ 5,073.18	\$ -	\$ -	\$ 5,073.18	\$ 11,746.97
74	SHI GOVERNMENT SOLUTIONS, INC.	\$ -	\$ -	\$ 4,051.50	\$ 4,051.50	\$ 11,401.90
75	ALL POINTS COMMUNICATIONS, INC.	\$ 801.00	\$ -	\$ 891.50	\$ 1,692.50	\$ 11,391.06
76	REPUBLIC SERVICES #959, INC.	\$ 381.23	\$ 385.47	\$ 987.69	\$ 1,754.39	\$ 11,307.61
77	PROBEWELL LAB INC	\$ -	\$ -	\$ -	\$ -	\$ 10,915.00
78	KEL-CO LANDSCAPING & LAWN SERVICE	\$ -	\$ 1,800.00	\$ 900.00	\$ 2,700.00	\$ 10,800.00
79	WEAVER TECHNOLOGIES LLC	\$ -	\$ -	\$ -	\$ -	\$ 10,640.00
80	M&S ENGINEERING	\$ 280.00	\$ -	\$ -	\$ 280.00	\$ 10,280.28
81	FEDRESULTS, INC	\$ -	\$ 10,000.00	\$ -	\$ 10,000.00	\$ 10,000.00
	Grand Total	\$ 716,056.60	\$ 759,486.36	\$ 517,698.64	\$ 1,993,241.60	\$ 9,134,823.11

Accounts Payable
Check Register

07/01/2019 To 09/30/2019

Bank Account: 1 - BANK 1

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
233 07/02/2019	WIRE	892	CARD SERVICE CENTER	CARD ENDING IN 2177-D. BURLEY	13,246.10
249 08/31/2019	WIRE	892	CARD SERVICE CENTER	CARD ENDING IN 2185-L. LEE	15,954.58
257 09/30/2019	WIRE	892	CARD SERVICE CENTER	CARD ENDING IN 2185-L. LEE	18,541.43
689 07/03/2019	DD	1147	LINE TEC SERVICES LLC	PHASE 2-FIBER INSTALL 127,776FT@\$2.95	376,939.20
697 07/11/2019	DD	108	CITY OF KERRVILLE	3% GROSS REVENUES-JUNE	118,374.27
701 07/11/2019	DD	18552	NATIONAL TREE EXPERT CO., INC.	TREE TRIMMING SERVICES NTX22 WE06222019	14,242.56
702 07/11/2019	DD	70	TECHLINE INCORPORATED	URD SWITCHGEAR 15KV	78,960.00
710 07/18/2019	DD	18552	NATIONAL TREE EXPERT CO., INC.	TREE TRIMMING SERVICES NTX22 WE06292019	21,673.76
711 07/18/2019	DD	25169	NISC, INC.	SOFTWARE SUPPORT=JUNE	27,542.51
714 07/18/2019	DD	5415	SCHNEIDER ENGINEERING, INC.	POWER SUPPLY PLANNING/ERCOT SUPPORT	16,348.75
724 07/25/2019	DD	1298	UTILITY RESTORATION SERVICES, INC	TRANSFORMER RESTORATION WE 06292019	13,094.50
734 08/08/2019	DD	108	CITY OF KERRVILLE	3% GROSS REVENUES-JULY	123,836.25
736 08/08/2019	DD	18552	NATIONAL TREE EXPERT CO., INC.	TREE TRIMMING SERVICES NTX22 WE07132019	21,123.80
739 08/08/2019	DD	18391	TEXAS ELECTRIC COOPERATIVES, INC.	HOTLINE CLAMP/SQUARE WASHER/INSULATORPIN	40,419.04
743 08/15/2019	DD	975	MC FARLAND CASCADE	45 C/3 POLES	30,379.00
744 08/15/2019	DD	18552	NATIONAL TREE EXPERT CO., INC.	TREE TRIMMING -NTX22 WK END. 7/27/19	16,999.70
752 08/22/2019	DD	25169	NISC, INC.	BILLING SERVICES-JULY	25,180.54
754 08/22/2019	DD	5415	SCHNEIDER ENGINEERING, INC.	POWER SUPPLY PLANNING/ERCOT SUPPORT	11,834.00
759 08/29/2019	DD	1147	LINE TEC SERVICES LLC	JC COMMUNICATIONS INVOICE# I7355	11,780.00
762 08/29/2019	DD	25169	NISC, INC.	ASP SOFTWARE SUPPORT-JULY	17,062.45
764 08/29/2019	DD	18391	TEXAS ELECTRIC COOPERATIVES, INC.	MINI WEDGES	12,031.88
767 09/12/2019	DD	108	CITY OF KERRVILLE	3% GROSS REVENUES FEES-AUGUST	136,801.10
770 09/12/2019	DD	18552	NATIONAL TREE EXPERT CO., INC.	TREE TRIMMING SERVICES NTX22 WE05182019	42,586.56
771 09/12/2019	DD	25169	NISC, INC.	SOFTWARE SUPPORT-AUGUST	16,789.60
780 09/20/2019	DD	25169	NISC, INC.	BILLING SERVICES-AUGUST	10,167.75
785 09/20/2019	DD	18391	TEXAS ELECTRIC COOPERATIVES, INC.	TRANS PADMOUNT	15,117.00
791 09/26/2019	DD	18391	TEXAS ELECTRIC COOPERATIVES, INC.	CONCRETE POLY BOX	10,333.80
130194 07/11/2019	CHK	426	CITY OF INGRAM	2% GROSS REVENUES FEE	30,360.34
130227 07/18/2019	CHK	1285	BRANDT INDUSTRIAL	19-P0019-INGRAM SUBSTATION UPGRADE	86,259.60
130319 08/08/2019	CHK	110	LOWER COLORADO RIVER AUTHORITY	MOBILE SUBSTATION INSTALLATION MAINTENAN	144,322.21

Accounts Payable
Check Register

07/01/2019 To 09/30/2019

Bank Account: 1 - BANK 1

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
130323 08/08/2019	CHK	17989	PRIESTER-MELL & NICHOLSON, INC.	75KVA TRANSFORMER/150KVA TRANSFORMER	11,435.00
130367 08/15/2019	CHK	8804	DELL MARKETING L.P.	INTEX X520 COMPUTERS(2)	48,261.98
130386 08/22/2019	CHK	1285	BRANDT INDUSTRIAL	19-P0019 INGRAM KPUB SUBSTATION UPGRADE	124,140.72
130397 08/22/2019	CHK	17989	PRIESTER-MELL & NICHOLSON, INC.	225/300 KVA 3PH TRANSFORMER	15,392.00
130400 08/22/2019	CHK	15013	TEXAS PUBLIC POWER ASSOC.	2020 ANNUAL DUES	17,257.00
130401 08/22/2019	CHK	380	VERDEK	LEVEL 3 CHARGING STATION	44,775.00
130427 08/29/2019	CHK	110	LOWER COLORADO RIVER AUTHORITY	MECHANICAL RELIEF ALARM	32,894.77
130428 08/29/2019	CHK	52	MAXEY ENERGY COMPANY	UNLEADED 2919 GAL/ DIESEL 4952 GALLONS	20,095.33
130451 09/05/2019	CHK	1285	BRANDT INDUSTRIAL	INGRAM SUBSTATION UPGRADE	90,176.72
130485 09/04/2019	CHK	16920	KEN STOEPEL FORD	UNIT#3256-REPLACE UNIT#3199 STAKING TRK	30,166.15
130508 09/12/2019	CHK	492	TESSCO ENERGY SERVICES	STADIUM SUBSTATION UPGRADE	140,235.72
130533 09/19/2019	CHK	20989	GDS ASSOCIATES	TCOS FILING-PUCT REGULATORY SUPPORT	13,758.35
130573 09/26/2019	CHK	1074	C & M CONCRETE PRECAST CO.	RESIZING SWITCH GEAR PADS SO#3916058(17)	24,570.00
130574 09/26/2019	CHK	273	COMPUTER SOLUTIONS	CISCO SMARTNET FIREPOWER SERVICES	14,721.60
130579 09/26/2019	CHK	1473	FEDRESULTS, INC	EMAIL UPGRADE ENFORCE-GOVERNMENT	10,000.00
130592 09/26/2019	CHK	492	TESSCO ENERGY SERVICES	STADIUM SUBSTATION-ADJUST PHASE B& C	19,268.59
Total for Bank Account - 1 :					2,175,451.21

Grand Total : (46) 2,175,451.21

Service Quality Report - 10/01/2018 to 09/30/2019
Feeder Summary

Sub	Fdr	SAIFI	SAIDI	CAIDI	ASAI	MAIFI	Nbr-Cons-Out	Consumer Minutes	Consumer Hours	Total Served
HARPER	20	0.92	44.683	48.57	0.99991	0.003	1138	55272.3	921.2	1237
HARPER	30	0.163	15.293	93.62	0.99997	1.057	255	23872.98	397.88	1561
HARPER	60	0.173	9.347	54.176	0.99998	0	260	14085.72	234.76	1507
HARPER	70	0.262	23.709	90.552	0.99995	0.005	166	15031.67	250.53	634
HUNT	20	0.316	48.324	152.844	0.99991	0.004	264	40350.7	672.51	835
HUNT	30	0.198	34.66	174.886	0.99993	0.002	131	22910.05	381.83	661
HUNT	50	1.112	47.092	42.349	0.99991	0.002	695	29432.33	490.54	625
INGRAM	20	1.465	88.817	60.638	0.99983	0.005	1141	69188.43	1153.14	779
INGRAM	40	0.322	26.176	81.274	0.99995	1.014	267	21700.28	361.67	829
JACK FURMAN	70	0.326	21.536	65.986	0.99996	0	203	13395.15	223.25	622
LEGION	20	1.135	41.146	36.25	0.99992	0.004	874	31682.47	528.04	770
LEGION	30	0.109	3.565	32.665	0.99999	0.008	55	1796.58	29.94	504
LEGION	40	0.148	31.628	214.096	0.99994	0.002	65	13916.25	231.94	440
LEGION	50	0.37	35.217	95.154	0.99993	0	104	9896	164.93	281
R. F. BARKER	20	0.555	39.53	71.169	0.99992	1.003	521	37079.12	617.99	938
R. F. BARKER	40	0.075	3.757	50.256	0.99999	0	8	402.05	6.7	107
RIM ROCK	10	0.391	16.957	43.32	0.99997	0	274	11869.65	197.83	700
RIM ROCK	50	0.193	16.495	85.514	0.99997	0.001	293	25055.73	417.6	1519
RIM ROCK	60	0.029	2.132	74	1	0	7	518	8.63	243
STADIUM	20	0.122	21.62	176.638	0.99996	0	141	24905.9	415.1	1152
STADIUM	40	0.058	3.004	51.55	0.99999	0.009	38	1958.9	32.65	652
STADIUM	50	0.143	10.721	74.96	0.99998	0	121	9070.12	151.17	846
STADIUM	60	0.172	33.501	195.095	0.99994	0.002	170	33166.1	552.77	990
TRAVIS	10	0.091	12.499	136.948	0.99998	0.001	139	19035.82	317.26	1523
TRAVIS	20	0.707	31.956	45.226	0.99994	0.001	655	29623.27	493.72	927
TRAVIS	60	0.103	7.566	73.137	0.99999	0	63	4607.62	76.79	609
TRAVIS	70	0.017	0.494	29.944	1	0.002	15	449.17	7.49	909
Entire System		0.352	24.462	69.568	0.99995	0.151	8068	561272.3	9354.54	22945

Service Quality Report - 10/01/2018 to 09/30/2019
 0 Fdrs — Power Suppliers

Sub	Fdr	SAIFI	SAIDI	CAIDI	ASAI	MAIFI	Nbr-Cons-Out	Consumer Minutes	Consumer Hours	Total Served
Entire System		0	0	0	1	0	0	0	0	22945
29 Fdrs — Major Events										
Sub	Fdr	SAIFI	SAIDI	CAIDI	ASAI	MAIFI	Nbr-Cons-Out	Consumer Minutes	Consumer Hours	Total Served
HARPER	20	1.155	115.762	100.208	0.99978	0	1429	143197.27	2386.62	1237
HARPER	30	1.433	130.823	91.289	0.99975	0	2237	204214.28	3403.57	1561
HARPER	60	1.007	118.887	118.026	0.99977	0	1518	179162.72	2986.05	1507
HARPER	70	1.09	218.195	200.197	0.99958	0	691	138335.92	2305.6	634
HUNT	0	1.99	450.229	226.288	0.99914	0	4220	954935.77	15915.6	2121
HUNT	20	1.74	136.554	78.474	0.99974	0	1453	114022.77	1900.38	835
HUNT	30	0.118	18.825	159.528	0.99996	0	78	12443.22	207.39	661
HUNT	50	0.003	1.428	446.183	1	0	2	892.37	14.87	625
INGRAM	20	0.356	59.467	167.239	0.99989	0	277	46325.17	772.09	779
INGRAM	40	0.023	2.484	108.364	1	0	19	2058.92	34.32	829
JACK FURMAN	70	0.048	16.87	349.767	0.99997	0	30	10493	174.88	622
LEGION	20	0.956	405.691	424.432	0.99923	0	736	312382.07	5206.37	770
LEGION	30	0.19	31.676	166.297	0.99994	0	96	15964.55	266.08	504
LEGION	40	0.011	1.939	170.667	1	0	5	853.33	14.22	440
R. F. BARKER	20	0.435	99.229	228.128	0.99981	0.02	408	93076.33	1551.27	938
R. F. BARKER	40	0.009	2.257	241.467	1	0	1	241.47	4.02	107
RIM ROCK	10	0.443	85.728	193.579	0.99984	0	310	60009.57	1000.16	700
RIM ROCK	40	1	292.383	292.383	0.99944	0	15	4385.75	73.1	15
RIM ROCK	50	0.001	0.645	490.1	1	0	2	980.2	16.34	1519
RIM ROCK	60	1.156	209.588	181.245	0.9996	0	281	50929.9	848.83	243
STADIUM	0	2.037	48.786	23.949	0.99991	0	7415	177582.83	2959.71	3640
STADIUM	40	0.006	0.379	61.717	1	0	4	246.87	4.11	652
STADIUM	60	0.158	14.823	94.071	0.99997	0	156	14675.1	244.59	990
TRAVIS	10	0.072	6.915	96.625	0.99999	0	109	10532.1	175.53	927
TRAVIS	20	0.121	46.512	384.97	0.99991	0	112	43116.67	718.61	1523
TRAVIS	70	0.069	6.048	87.264	0.99999	0	63	5497.65	91.63	909
Entire System		0.945	113.253	119.861	0.99978	0.001	21680	2598581.83	43309.7	22945

Service Quality Report - 10/01/2018 to 09/30/2019
 10 Fdrs --- Prearranged

Sub	Fdr	SAIFI	SAIDI	CAIDI	ASAI	MAIFI	Nbr-Cons-Out	Consumer Minutes	Consumer Hours	Total Served
HARPER	20	0.002	0.061	37.45	1	0	2	74.9	1.25	1237
HARPER	60	0.003	0.579	174.583	1	0	5	872.92	14.55	1507
HUNT	50	0.005	0.499	103.983	1	0	3	311.95	5.2	625
LEGION	20	0.103	0.828	8.067	1	0	79	637.27	10.62	770
LEGION	30	0.004	0.389	97.933	1	0	2	195.87	3.26	504
R. F. BARKER	20	0.005	0.347	65.057	1	0	5	325.28	5.42	938
STADIUM	20	0.003	0.915	263.6	1	0	4	1054.4	17.57	1152
STADIUM	50	0.002	0.151	63.767	1	0	2	127.53	2.13	846
TRAVIS	10	0.002	0.094	47.833	1	0	3	143.5	2.39	1523
TRAVIS	20	0.001	0.057	52.817	1	0	1	52.82	0.88	927
Entire System		0.005	0.165	35.815	1	0	106	3796.43	63.27	22945
Causes of Forced Interruptions	Percentage									
Lightning	36.79									
Decay/age of material/equipment	15.82									
Switching error or caused by construction or maintenance	13.77									
Tree failure from overhang or dead tree without ice/snow	7.58									
Large animal	7.13									
Other	6.26									
Cause unknown	5.01									

Category Totals	SAIFI	SAIDI	CAIDI	ASAI	MAIFI	Nbr-Cons-Out	Consumer Minutes	Consumer Hours	Total Served
Entire System Totals	1.301	137.88	105.971	0.99974	0.152	29854	3163650.56	52727.51	22945

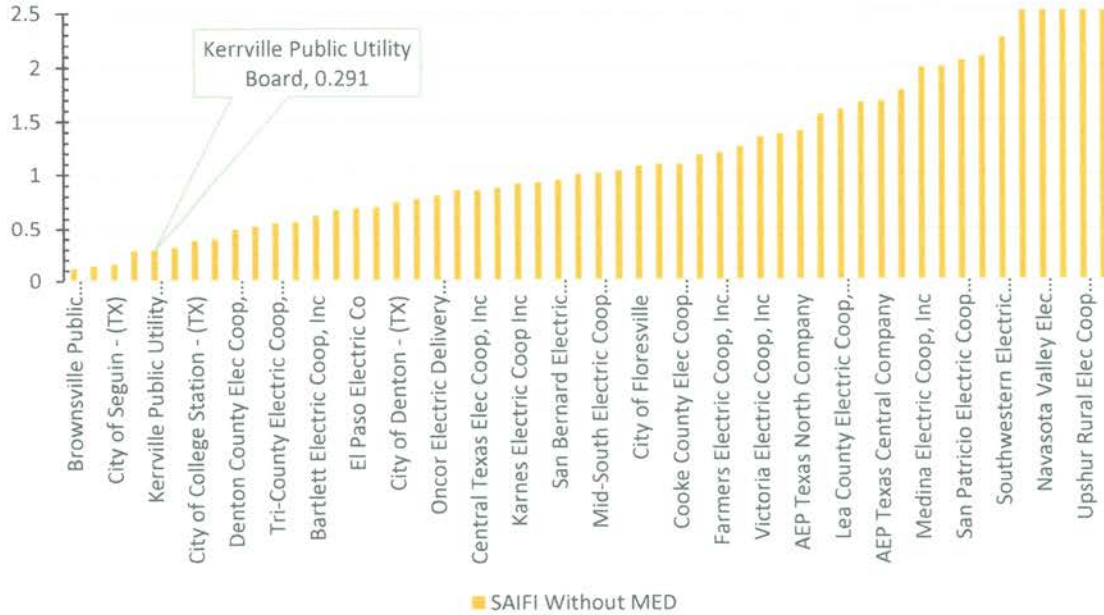
TMED Values: (2019) - 2.73902

NOTE: Substation outages are not included in the Power Supply category.

KPUB Reliability State Comparison based upon 2018 EIA data

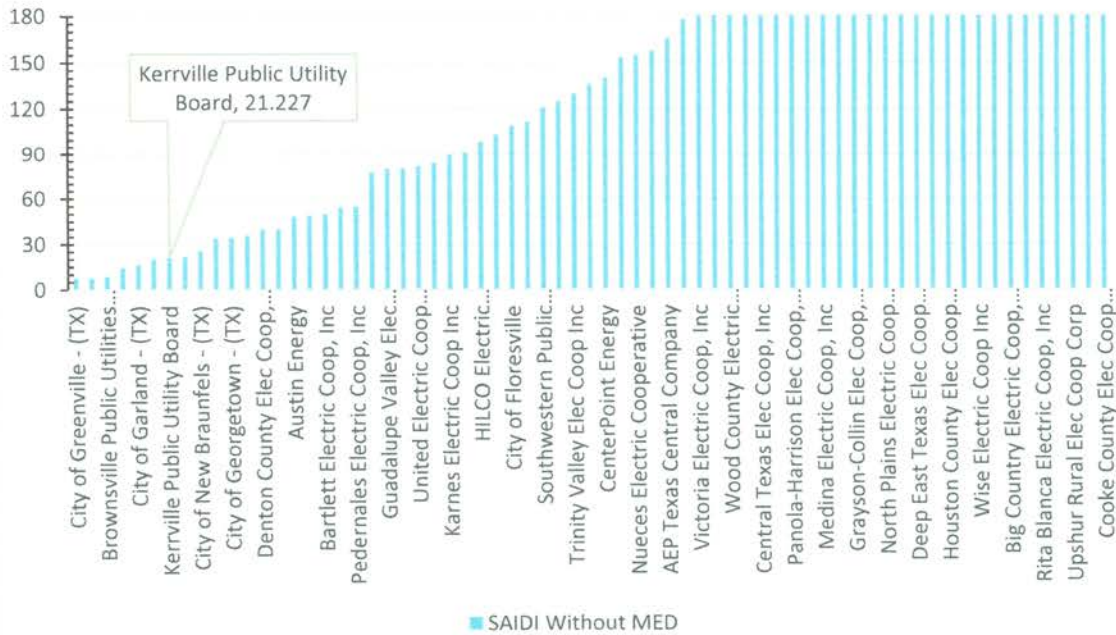
KPUB SAIFI without MED – top 8% of utilities reporting in the state of Texas

Reliability Indices State Comparison



KPUB SAIDI without MED – top 9% of utilities reporting in the state of Texas

Reliability Indices State Comparison



MEMORANDUM

To: Fred Gamble
Bill Thomas
Phillip Stacy
Mark Cowden
Mayor Bill Blackburn

From: Jo Anderson

Date: November 11, 2019

Re: Agenda Item No.11 – Consideration and Action on Identity Theft Policy and Procedures.

As part of KPUB's Identity Theft Prevention Program, the KPUB Customer Service Department verifies a customer's identity by running an ONLINE Information Utility Exchange report.

For that purpose, KPUB has had an agreement in place with ONLINE Information Services since October, 2008. During the last 12 months, KPUB has processed 2,236 identity verification checks with zero issues. The total cost including monthly fees was \$4,420.95.

The Identity Theft Committee met on November 11, 2019 to review the Identity Theft Prevention Policies and Procedures. Based on that review, the staff is not recommending any changes to the existing program.

Sincerely,



Clare Jo Anderson
Customer Service Manager

MEMORANDUM

To: Fred Gamble
Bill Thomas
Mark Cowden
Philip Stacy
Mayor Bill Blackburn

From: Tammye Riley

Date: November 15, 2019

Re: Agenda Item No. 12 – Consideration and Action on Employee Incentive Plan Payments for FY 2019

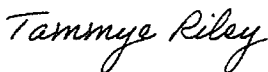
Annually, all KPUB employees not classified as Management are eligible to participate in an incentive plan that provides additional motivation and incentive to achieve, or exceed, KPUB's set goals for the fiscal year, as well as foster teamwork while obtaining these objectives. These goals and objectives are established with verifiable measures of performance based on job positions and descriptions. We are extremely proud of all our employee's hard this year in contributing to the success of KPUB in serving our community.

This year, the sixth of the Employee Incentive Plan, all forty-three eligible employees have qualified to receive incentive pay. Two of these employees have been promoted, or transferred, from an eligible position to another eligible position. These employees will receive a combination of payments for which s/he is eligible, prorated according to time spent in each position during the Plan Year. Please see attached Employee Incentive plan calculation for details.

Staff is requesting approval for the following incentive payout amount for FYE 2019:

Total of Awards Payouts	\$51,013.94
Max Award Permitted	\$67,101.50
Percentage of Payout	76%

Sincerely,



Tammye Riley
Manager of Human Resources, Safety & Training

**FY 2019 Employee Incentive Plan
Calculation of Award Payments by Department**

Department	Max Award (% of Base)	Group Award (% of Base)	Average Individual Award (% of Base)	Base Pay	Total Proposed Award
Accounting	3.00%	2.61%	0.45%	\$ 98,092.80	\$ 2,556.47
Customer Service	3.00%	2.25%	N/A	\$ 300,555.20	\$ 6,762.49
Dispatch	3.00%	2.40%	N/A	\$ 53,705.60	\$ 1,288.93
Executive Department	3.00%	3.00%	N/A	\$ 59,113.60	\$ 1,773.41
Engineering	3.00%	1.28%	N/A	\$ 531,273.60	\$ 6,773.74
HR	3.00%	3.00%	N/A	\$ 47,944.00	\$ 1,438.32
IT	3.00%	2.96%	N/A	\$ 122,824.00	\$ 3,641.26
Meter Reading	3.00%	2.70%	N/A	\$ 90,563.20	\$ 2,445.21
Operations	3.00%	2.48%	0.83%	\$ 933,608.00	\$ 23,149.74
Stores	3.00%	3.00%	N/A	\$ 39,478.80	\$ 1,184.36
Total Award Payment				\$	\$ 51,013.94
Max Award Permitted				\$	\$ 67,101.50
Percentage of Max					76.0%

Position / Dept.	Goal	Note	Weight	Threshold	Target	Outstanding	Actual Performance	Recommended Award	Award (% of Base)	Average Award
Accounting Clerk	Safety: Lost Time Accidents	1	10%	N/A	No Lost Time Accidents	No Lost for 2nd consecutive year	Outstanding	150%	0.45%	
Accounting Clerk	First Draft Financials Submitted by 4th Work Day of Each Month		20%	Submission by noon of 5th work day	Submission by noon of 4th work day	Submission by noon of 3rd work day	9 Months Outstanding, 3 Months Target	138%	0.83%	
Accounting Clerk	Annual Audit		30%	Audit worksheets prepared in a timely manner with no significant disagreements or difficulties with the Auditors	No significant audit adjustments, referencing information available to Management by October 31	No audit adjustments	Outstanding with Mitigation: One Audit Adjustment from Billing Department	150%	1.35%	
Accounting Clerk	Journal Entries Accuracy		20%	< 5 Errors	< 3 Errors	< 2 Errors	Outstanding (1 Error)	150%	0.90%	
Accounting Clerk	Deposit Management Accuracy		20%	< 7 Errors	< 5 Errors	< 4 Errors	Not Met (21 Errors)	0%	0.00%	3.00%
AP Clerk	Safety: Lost Time Accidents	1	10%	N/A	No Lost Time Accidents	No Lost for 2nd consecutive year	Outstanding	150%	0.45%	
AP Clerk	First Draft Financials Submitted by 4th Work Day of Each Month		10%	Submission by noon of 5th work day	Submission by noon of 4th work day	Submission by noon of 3rd work day	9 Months Outstanding, 3 Months Target	138%	0.41%	
AP Clerk	Annual Audit		30%	Audit worksheets prepared in a timely manner with no significant disagreements or difficulties with the Auditors	No significant audit adjustments, referencing information available to Management by October 31	No audit adjustments	Outstanding with Mitigation: One Audit Adjustment from Billing Department	150%	1.35%	
AP Clerk	Write Job Duties Procedure Manual		20%	by August 1, 2019	by July 1, 2019	by June 1, 2019	Not Met	0%	0.00%	
AP Clerk	Prepare Bank Reconciliation Independently		30%	by September 1, 2019	by June 1, 2019	by March 1, 2019	Not Met	0%	0.00%	2.21%
CSR	Safety: Lost Time Accidents	1	10%	N/A	No Lost Time Accidents	No Lost Time Accidents for 2nd consecutive year	Outstanding	150%	0.45%	
CSR	Telephone Responsiveness (Missed Calls with Full Staffing)		15%	Less than 2.6%	Less than 2.3 %	Less than 2%	Threshold (2.50%)	50%	0.23%	
CSR	Telephone Responsiveness (Avg. duration for queued calls)		15%	Less than 1m:10 secs	Less than 60 secs	Less than 0m:50 secs	Outstanding (0m:22s)	150%	0.68%	
CSR	Increase Paperless Bills on Active Accounts		20%	≥ 4650 Total	≥ 5300 Total	≥ 5950 Total	Threshold (5007)	50%	0.30%	
CSR	Increase Percentage of Email Addresses on File for Active Accounts		20%	≥60%	≥65%	≥70%	Threshold (61.8%)	50%	0.30%	
CSR	Increase Prepaid Meters		20%	Add 75 New Prepaid Accounts for 111 Total	Add 150 New Prepaid Accounts for 188 Total	Add 225 New Prepaid Accounts for 261 Total	Threshold (117)	50%	0.30%	2.25%
Dispatch	Safety: Lost Time Accidents	1	10%	N/A	No Lost Time Accidents	No Lost Time Accidents for 2nd consecutive year	Outstanding	150%	0.45%	
Dispatch	Reliability (SAIDI) excluding Major Event Days as Defined in IEEE 1366-2012)		15%	22.0 Minutes	19.1 Minutes	17.2 Minutes	Not Met (24.631 minutes)	0%	0.00%	
Dispatch	Conservation Voltage Reduction		10%	Have Voltage Reduction in Effect for 2 of 4 Coincident Peaks	Have Voltage Reduction in Effect for 3 of 4 Coincident Peaks	Have Voltage Reduction in Effect for 4 of 4 Coincident Peaks	Outstanding	150%	0.45%	
Dispatch	Meter Reading Attainment Rate		10%	0.030% No Read Rate	0.025% No Read Rate	0.020% No Read Rate	Threshold (0.03%)	50%	0.15%	
Dispatch	Certification Module Completion (Individual Goal—based on % of training modules completed—prorated award from Threshold to Outstanding)		25%	50% by FYE	75% by FYE	100% by FYE	Not Met (Have Not Started)	0%	0.00%	

Dispatch	Update Handheld Notes	15%	50% by FYE	75% by FYE	100% by FYE	Outstanding (100%)	150%	0.68%
Dispatch	Backup Operations Center Monthly Drill	15%	3 Monthly Drills Completed by FYE	6 Monthly Drills Completed by FYE	9 Monthly Drills Completed by FYE	Outstanding (9 Drills Completed)	150%	0.68%
Executive Assistant	Safety: Lost Time Accidents	10%	N/A	No Lost Time Accidents	No Lost Time Accidents for 2nd consecutive year	Outstanding	150%	0.45%
Executive Assistant	Board Packet & Minutes Accuracy	25%	Errors <5 per year	Errors <3 per year	Errors <2 per year	Target (2 Errors)	100%	0.75%
Executive Assistant	Work with HR to Create Combined Travel & Training Database	20%	by July 1, 2019	by May 1, 2019	by March 1, 2019	Outstanding	150%	0.90%
Executive Assistant	Update Board Position Description & Checklist: Orientation Information, Binder, Training Required, Tours, etc.	20%	by August 1, 2019	by May 1, 2019	by February 1, 2019	Outstanding	150%	0.90%
Executive Assistant	Digitize Executive Files (Including CEO Files)	25%	75% Completion by FYE	85% Completion by FYE	95% Completion by FYE	Target (87.5% Complete)	100%	0.75%
Engineering & Substation	Safety: Lost Time Accidents	15%	N/A	No Lost Time Accidents	No Lost Time Accidents for 2nd consecutive year	Outstanding	150%	0.68%
Engineering & Substation	Safety: Preventable Vehicle Accidents	5%	No more than one Preventable Vehicle Accident	No Preventable Vehicle Accidents	No Preventable Vehicle Accidents for 2nd consecutive year	Outstanding	150%	0.23%
Engineering & Substation	Reliability (SAIDI) excluding Major Event Days as Defined in IEEE 1366-2012	10%	22.0 Minutes	19.1 Minutes	17.2 Minutes	Not Met (24.631 minutes)	0%	0.00%
Engineering & Substation	Equipment Device Inspection Program (Routine Inspections & Data Correction)	15%	Performed >50%	Performed >75%	Performed 90%	Threshold (63.20%)	50%	0.38%
Engineering & Substation	Training & Process Improvement Implementation	16%	Complete 1 Trainings & Recommend and Support 1 Process Improvements	Complete 2 Trainings & Recommend and Support 2 Process Improvements	Complete 3 Trainings & Recommend and Support 3 Process Improvements	Not Met	0%	0.00%
Engineering & Substation	Maintenance Work (Pole Inspections, Padmount Inspections, RF Analysis by August 1, 2019)	20%	Released >50% of WO's	Released >75% of WO's	Released >90% of WO's	Not Met	0%	0.00%
Human Resources	Safety: Lost Time Accidents	10%	N/A	No Lost Time Accidents	No Lost Time Accidents for 2nd consecutive year	Outstanding	150%	0.45%
Human Resources	First Draft Financials Submitted by 4th Work Day of Each Month	10%	Submission by noon of 5th work day	Submission by noon of 4th work day	Submission by noon of 3rd work day	9 Months Outstanding, 3 Months Target	138%	0.41%
Human Resources	Work with Executive Assistant to Create Combined Travel & Training Database	30%	by July 1, 2019	by May 1, 2019	by March 1, 2019	Outstanding	150%	1.35%
Human Resources	Payroll Errors/Corrections per Fiscal Year	15%	3 Corrections	2 Corrections	0 Corrections	Target	100%	0.45%
Human Resources	Benefit Invoice Reconciliation, Submitted for Payment	15%	7 Business Day Turnaround	5 Business Day Turnaround	3 Business Day Turnaround	Outstanding	150%	0.68%
Human Resources	Utilize Fleet Module in NISC	20%	N/A	by July 31, 2019	by March 31, 2019	Target	100%	0.60%
IT	Safety: Lost Time Accidents	10%	N/A	No Lost Time Accidents	No Lost Time Accidents for 2nd consecutive year	Outstanding	150%	0.45%
IT	Network & Critical Servers Availability	15%	99.95% uptime (4hours, and 0 minutes of downtime per year)	99.97% uptime (3 hours and 0 minutes of downtime per year)	99.99% uptime (52 minutes and 33 seconds of downtime per year)	Outstanding (43 minutes)	150%	0.68%
IT	IT Helpdesk Tickets	15%	4 Hours = Average Resolution	2 Hours = Average Resolution	1 Hour = Average Resolution	Outstanding (26 minutes)	150%	0.68%
IT	Conduct Quarterly Failover Tests between the Primary Office & the Backup Operations Center (BOC)	15%	N/A	Complete all quarterly tests, and document issues and remediation processes.	N/A	Target (Complete)	100%	0.45%
IT	Establish an IT Incident Response (IR) Plan	15%	Complete IR plan by September 15, 2019	Complete IR plan by June 15, 2019	Complete IR plan by March 15, 2019	Target (Completed by IT 5/30/2019)	100%	0.45%

IT	Conduct Monthly End User Awareness Training (via KnowBe4 web portal)	15%	Employee completion at 90% at the end of each month for six months	Employee completion at 90% at the end of each month for eight months	Employee completion at 90% at the end of each month for ten months (December to September)	Threshold (Above 90% in Dec., Jan. Feb., Apr., May & Jun.)	50%	0.23%
IT	Complete individual certification: VMware Certified Professional 6.x or Microsoft office Specialist Certification	15%	N/A	by September 30, 2018	by June 30, 2018	1 Target/1 Not Met	75%	0.34%
Meter Reading	Safety: Lost Time Accidents	1	N/A	No Lost Time Accidents	No Lost Time Accidents for 2nd consecutive year	Outstanding	150%	0.66%
Meter Reading	Safety: Major Accidents	8	N/A	No Major Accidents	No Major Accidents for 2nd consecutive year	Outstanding	150%	0.23%
Meter Reading	Safety: Preventable Vehicle Accidents	7	No more than one Preventable Vehicle Accident	No Preventable Vehicle Accidents	No Preventable Vehicle Accidents for 2nd consecutive year	Outstanding	150%	0.90%
Meter Reading	Meter Reading Attainment Rate	5	0.015% No Read Rate	0.010% No Read Rate	0.005% No Read Rate	Not Met (0.03%)	0%	0.00%
Meter Reading	Visual Inspections of AMI Meters	20%	85% by FYE	90% by FYE	95% by FYE	Not Met (56%)	0%	0.00%
Meter Reading	Update Handheld Notes	20%	50% by FYE	75% by FYE	95% by FYE	Outstanding (100%)	150%	0.90%
2.70%								
Operations	Safety: Lost Time Accidents	1	N/A	No Lost Time Accidents	No Lost Time Accidents for 2nd consecutive year	Outstanding	150%	0.66%
Operations	Safety: Major Accidents	8	N/A	No Major Accidents	No Major Accidents for 2nd consecutive year	Outstanding	150%	0.69%
Operations	Safety: Preventable Vehicle Accidents	7	No more than one Preventable Vehicle Accident	No Preventable Vehicle Accidents	No Preventable Vehicle Accidents for 2nd consecutive year	Threshold (1 Accident)	50%	0.30%
Operations	Reliability (SAIDI) excluding Major Event Days as Defined in IEEE 1366-2012	20%	22.0 Minutes	19.1 Minutes	17.2 Minutes	Not Met (24.631 minutes)	0%	0.00%
Operations	Process Improvement Recommendations (Individual Goal)	13	1 Recommendation by FYE	2 Recommendations by FYE	3 Recommendations by FYE	Not Met by 16, Threshold by 1	3%	0.01%
Operations	Safety Meeting Attendance (Individual Goal)	20%	No more than 2 missed meetings	No more than 1 missed meeting	No missed meetings	Threshold by 1 Target by 2 Outstanding by 14	138%	0.83%
								2.49%

MEMORANDUM

To: Fred Gamble
Bill Thomas
Phillip Stacy
Mark Cowden
Mayor Bill Blackburn

From: Mike Wittler

Date: November 15, 2019

Re: Agenda Item No. 13 – Management Incentive Plan Payout for FY 2019

KPUB management employees are eligible to participate in an incentive program which is designed to achieve or exceed KPUB's goals and objectives for the fiscal year; to establish objectively verifiable measures of performance; and to foster teamwork among key members of management in attaining KPUB's strategic plans.

Based on attainment of the Board established goals for the past fiscal year, the following table summarizes the proposed payout for each individual as outlined in the plan.

Individual	Position	Max Award (% of Base)	Award (% of Base)	Actual Award
Mike Wittler	General Manager & CEO	3%	2.03%	\$ 4,270.80
Jill Sadberry	Chief Financial Officer	3%	2.78%	\$ 4,282.08
Tommy Nylec	Chief Engineer	3%	2.63%	\$ 4,294.82
Gerald Bryla	Controller	3%	2.20%	\$ 2,220.94
Jo Anderson	Manager of Customer Service	3%	2.18%	\$ 1,880.20
Tammye Riley	Mgr. Human Resources	3%	1.95%	\$ 1,995.95
Ricardo Berrios	Distribution Engineer	3%	3.00%	\$ 2,743.17
Larry Lee	General Foreman	3%	2.25%	\$ 2,386.80
Howard Hall	Superviosr, Field Services	3%	2.70%	\$ 2,592.35
Robby McCutcheon	Mgr. IT	3%	3.00%	\$ 3,710.07
Allison Bueche	Marketing Manager	3%	2.48%	\$ 849.75
				\$ 31,226.94

Additional supporting information for each position and goal is included in the attached spreadsheets. Please let me know if you would like additional information or have any questions.

Sincerely,



Mike Wittler

Position / Dept.	Goal	Note	Weight	Threshold	Target	Outstanding	Actual Performance	Recommended Award	% of Base for Item	Award (% of Base)	Total Award
CEO	Safety: Lost Time Accidents		25%	No Major Accidents	No Lost Time Accidents	No Lost Time Accidents for Second Consecutive Year	Outstanding	150%	0.75%	1.13%	
CEO	Safety: Preventable Vehicle Accidents (Corporate)		20%	No more than one Preventable Vehicle Accident	No Preventable Vehicle Accidents	No Preventable Vehicle for second consecutive year	Threshold (One Accident)	50%	0.60%	0.30%	
CEO	Reliability (SAIDI) excluding Major Event Days as Defined in IEEE 1366-2012)		15%	22.0 Minutes	19.1 Minutes	17.2 Minutes	Not met (24,631 minutes)	0%	0.45%	0.00%	
CEO	Total O&M, less depreciation and power supply, per retail customer		15%	≤ \$330.91	≤ \$324.54	≤ \$318.18	Not met (\$332.91)	0%	0.45%	0.00%	
CEO	Complete Strategic Plan with Board Workshop for Inclusion in FYE 2018 Budget		15%	N/A	Complete for Inclusion in FYE 2018 Budget	N/A	Target	100%	0.45%	0.45%	
CEO	Annual Safety Checks, Job Observations, or Work Area Observations		10%	9 per FY	18 per FY	27 per FY	Threshold	50%	0.30%	0.15%	2.03%
Chief Engineer	Safety: Lost Time Accidents		15%	No Major Accidents	No Lost Time Accidents	No Lost Time Accidents for Second Consecutive Year	Outstanding	150%	0.45%	0.68%	
Chief Engineer	Safety: Preventable Vehicle Accidents (Departmental)		15%	No more than one Preventable Vehicle Accident	No Preventable Vehicle Accidents	No Preventable Vehicle for second consecutive year	Outstanding	150%	0.45%	0.68%	
Chief Engineer	Reliability (SAIDI) excluding Major Event Days as Defined in IEEE 1366-2012)		15%	22.0 Minutes	19.1 Minutes	17.2 Minutes	Not met (24,631 minutes)	0%	0.45%	0.00%	
Chief Engineer	Distribution O&M per retail customer		15%	≤ \$35.24	≤ \$34.56	≤ \$33.88	Outstanding (\$32.23)	150%	0.45%	0.68%	
Chief Engineer	Capital Budget Completion	1	10%	Performed >50%	Performed > 75%	Performed 90%	Threshold (56.9%)	50%	0.30%	0.15%	
Chief Engineer	Solicit 2-3 Proposals for Broadband Implementation Market Pricing Analysis, Cost to Serve, and Estimated Participation		15%	by March 31, 2018	by February 28, 2018	by January 31, 2018	Target (Turned in by 2/28/2018)	100%	0.45%	0.45%	
Chief Engineer	Direct Report Training and Process Improvement Implementation: Average Department Performance		15%	Complete 1 Trainings & Recommend and Support 1 Process Improvements	Complete 2 Trainings & Recommend and Support 2 Process Improvements	Complete 3 Trainings & Recommend and Support 3 Process Improvements	Not met	0%	0.45%	0.00%	2.63%
CFO	Safety: Lost Time Accidents		10%	No Major Accidents	No Lost Time Accidents	No Lost Time Accidents for Second Consecutive Year	Outstanding	150%	0.30%	0.45%	
CFO	Customer Accounting Expenses per Retail Customer	1	15%	≤ \$28.25	≤ \$27.70	≤ \$27.16	Target (\$27.26)	100%	0.45%	0.45%	
CFO	Annual Audit		20%	No significant audit adjustments, referencing information available to Management by Sep. 30	No audit adjustments	No audit adjustments for Second Consecutive Year	Not Met (One revenue adjustment of \$163,394)	0%	0.60%	0.00%	
CFO	Comprehensive Annual Financial Report (CAFR)		10%	Distribute CAFR to investment and rating agencies and to GFOA for awards consideration by Feb. 28, 2018	Meet Threshold Goals and receipt of "Certificate of Achievement" in Financial Reporting" for FY 2017 CAFR	Meet Target Goals for Second Consecutive Year	Outstanding	150%	0.30%	0.45%	
CFO	Write-offs as a percent of Operating Revenues		15%	0.115%	0.103%	0.092%	Threshold (0.1096%)	50%	0.45%	0.23%	
CFO	Improved Activities to Manage Investments	14	20%	4 of 6 activities completed by FYE	5 of 6 activities completed by FYE	6 of 6 activities completed by FYE	Outstanding (All met & Investment Policy rewrite)	150%	0.60%	0.90%	
CFO	Complete APPA Leadership Workshop (Oct. 2-4, 2019)		10%	N/A	by October 2019	N/A	Target	100%	0.30%	0.30%	2.78%

Controller	Safety: Lost Time Accidents	10%	No Major Accidents	No Lost Time Accidents	No Lost Time Accidents for Second Consecutive Year	Outstanding	150%	0.30%	0.45%
Controller	Annual Audit	30%	No significant audit adjustments, referencing information available to Management by Sep. 30	No audit adjustments	No audit adjustments for Second Consecutive Year	Outstanding (Mitigation: One Audit Adjustment In Billing Department)	150%	0.90%	1.35%
Controller	Create Financial Statement in NISC to match Board Report and Audit Report Format	10%	N/A	by FYE	N/A	Not met	0%	0.30%	0.00%
Controller	Job Duties Manual	30%	by September 30, 2018	by June 30, 2018	by March 31, 2018	Not met	0%	0.90%	0.00%
Controller	First Draft Financials Submitted by ___ Work Day of Each Month	10%	Submission by noon of 5th Work Day	Submission by noon of 4th Work Day	Submission by noon of 3rd Work Day	8 Months Outstanding, 4 Months Target	133%	0.30%	0.40%
Controller	Review A/P Clerk Bank Reconciliation	10%	by September 30, 2019	by June 30, 2019	by March 31, 2019	Not met	0%	0.30%	0.00%
Manager of Customer Service	Safety: Lost Time Accidents	10%	No Major Accidents	No Lost Time Accidents	No Lost Time Accidents for Second Consecutive Year	Outstanding	150%	0.30%	0.45%
Manager of Customer Service	Write-offs as a percent of Operating Revenues	15%	0.12%	0.10%	0.09%	Threshold(0.1096%)	50%	0.45%	0.23%
Manager of Customer Service	Increase number of Paperless Bill Customers (Active Accounts)	15%	≥ 4650 Total	≥ 5300 Total	≥ 5950 Total	Threshold (4894)	50%	0.45%	0.23%
Manager of Customer Service	Conduct SDS Survey Every Month and Establish Baseline for Future Goals	15%	N/A	by FYE	N/A	Target	100%	0.45%	0.45%
Manager of Customer Service	Annual Audit	10%	No significant audit adjustments, referencing information available to Management by October 31	No audit adjustments	No audit adjustments for Second Consecutive Year	Not Met (One revenue adjustment of \$163,394)	0%	0.30%	0.00%
Manager of Customer Service	Increase number of Prepaid Customers	15%	Add 75 New Prepaid Accounts for 111 Total	Add 150 New Prepaid Accounts for 186 Total	Add 225 New Prepaid Accounts for 261 Total	Threshold (134 accounts)	50%	0.45%	0.23%
Manager of Customer Service	Establish Web Site Service Signup (Connect, Transfer, and Disconnect)	20%	N/A	by FYE	N/A	Target (Mitigation: Completed 10 Days After FYE)	100%	0.60%	0.60%

Manager of Human Resources	Safety: Lost Time Accidents	15%	No Major Accidents	No Lost Time Accidents	No Lost Time Accidents for Second Consecutive Year	Outstanding	150%	0.45%	0.68%
Manager of Human Resources	Safety: Preventable Vehicle Accidents (Corporate)	10%	No more than one Preventable Vehicle Accident	No Preventable Vehicle Accidents	No Preventable Vehicle for second consecutive year	Threshold (One Accident)	50%	0.30%	0.15%
Manager of Human Resources	Incentive Plan Quarterly Progress Reports	15%	Issued 6 Weeks After End of Quarter	Issued 4 Weeks After End of Quarter	Issued 2 Weeks After End of Quarter	Threshold	50%	0.45%	0.23%
Manager of Human Resources	Submit Proposal for Migration to PTO to CEO (Include Summary)	15%	by May 31, 2018	by March 31, 2018	by January 31, 2018	Not met	0%	0.45%	0.00%
Manager of Human Resources	Implement/Develop Employee Satisfaction Survey (future goal will be to maintain a certain % employee satisfaction score)	15%	by September 30, 2019	by July 31, 2019	by May 31, 2019	Target	100%	0.45%	0.45%
Manager of Human Resources	Annual Safety Checks, Job Observations, or Work Area Observations	15%	9 per FY	18 per FY	27 per FY	Threshold (12 Observations)	50%	0.45%	0.23%
Manager of Human Resources	IMPA-HR Certification	15%	by FYE	by July 1, 2019	by March 1, 2019	Threshold	50%	0.45%	0.23%
Manager of Information Technology	Safety: Lost Time Accidents	10%	No Major Accidents	No Lost Time Accidents	No Lost Time Accidents for Second Consecutive Year	Outstanding	150%	0.30%	0.45%
Manager of Information Technology	Network and Critical Servers Availability	15%	99.95% uptime (4 hours, and 0 minutes of downtime per year)	99.97% uptime (3 hours and 0 minutes of downtime per year)	99.99% uptime (52 minutes and 33 seconds of downtime per year)	Outstanding (43 minutes)	150%	0.45%	0.68%
Manager of Information Technology	IT Helpdesk Tickets	15%	< 4 Hours Average Resolution	< 2 Hours Average Resolution	< 1 Hour Average Resolution	Outstanding (26 minutes)	150%	0.45%	0.68%
Manager of Information Technology	Establish an IT Incident Response (IR) Plan	1	Complete IR plan by September 15, 2019	Complete IR plan by June 15, 2019	Complete IR plan by March 15, 2019	Target (May 30, 2019)	100%	0.60%	0.60%
Manager of Information Technology	Conduct Quarterly Failover Tests between the Primary Office and the Backup Operations Center (BOC)	15%	N/A	Complete all quarterly tests, and document issues and remediation processes.	N/A	Target	100%	0.45%	0.45%
Manager of Information Technology	Conduct Monthly End User Awareness Training (via KnowBe4 web portal)	15%	Employee completion at 90% at the end of each month for six months	Employee completion at 90% at the end of each month for eight months	Employee completion at 90% at the end of each month for ten months (December to September)	Threshold (Achieved in Dec., Jan., Feb., Apr., May & Jun.)	50%	0.45%	0.23%
Manager of Information Technology	Establish Web Site Service Signup (Connect, Transfer, and Disconnect)	10%	N/A	FYE	N/A	Target (Mitigation: Completed 10 Days After FYE)	100%	0.30%	0.30%
Distribution Engineer	Safety: Lost Time Accidents	15%	No Major Accidents	No Lost Time Accidents	No Lost Time Accidents for Second Consecutive Year	Outstanding	150%	0.45%	0.68%
Distribution Engineer	Safety: Preventable Vehicle Accidents (Departmental)	10%	No more than one Preventable Vehicle Accident	No Preventable Vehicle Accidents	No Preventable Vehicle for second consecutive year	Outstanding	150%	0.30%	0.45%
Distribution Engineer	Reliability (SAIDI excluding Major Event Days as Defined in IEEE 1366-2012)	15%	22.0 Minutes	19.1 Minutes	17.2 Minutes	Not met(24.631 minutes)	0%	0.45%	0.00%
Distribution Engineer	Distribution O&M per retail customer	1	≤ \$35.24	≤ \$34.56	≤ \$33.88	Outstanding (\$32.23)	150%	0.15%	0.23%
Distribution Engineer	Creation of Major Equipment Specifications (i.e. Transformers, Reclosers, Regulators, Capacitors, Wire, Padmount Equipment)	30%	Update 2 Equipment Specifications	Update 4 Equipment Specifications	Update 6 Equipment Specifications	Target (4 Specifications)	100%	0.90%	0.90%
Distribution Engineer	Training and Process Improvement Implementation	25%	Complete 1 Trainings & Recommend and Support 1 Process Improvements	Complete 2 Trainings & Recommend and Support 2 Process Improvements	Complete 3 Trainings & Recommend and Support 3 Process Improvements	Target	100%	0.75%	3.00%

General Foreman	Safety: Lost Time Accidents	2	15%	N/A	No Lost Time Accidents	No Lost Time Accidents for 2nd consecutive year	Outstanding	150%	0.45%	0.66%
General Foreman	Safety: Major Accidents	6	10%	N/A	No Major Accidents	No Major Accidents for 2nd consecutive year	Outstanding	150%	0.30%	0.45%
General Foreman	Safety: Preventable Vehicle Accidents	4	10%	No more than one Preventable Vehicle Accident	No Preventable Vehicle Accidents	No Preventable Vehicle Accidents for 2nd consecutive year	Threshold	50%	0.30%	0.15%
General Foreman	Reliability (SAIDI excluding Major Event Days as Defined in IEEE 1366-2012)		20%	22.0 Minutes	19.1 Minutes	17.2 Minutes	Not met (24,631)	0%	0.60%	0.00%
General Foreman	Implement Posted Work Order Schedule		20%	Maintain Schedule 2 Weeks Out for FY	Maintain Schedule 3 Weeks Out for FY	Maintain Schedule 4 Weeks Out for FY	Threshold	50%	0.60%	0.30%
General Foreman	Implement changes based on Safety Culture Survey		10%	1 Improvement	2 Improvements	3 Improvements	Not met	0%	0.30%	0.00%
General Foreman	Annual Safety Checks, Job Observations, or Work Area Observations		15%	39 per FY	78 per FY	117 per FY	Outstanding (140 as of 9/16/2019)	150%	0.45%	0.66%
Field Services	Safety: Lost Time Accidents	2	15%	N/A	No Lost Time Accidents	No Lost Time Accidents for 2nd consecutive year	Outstanding	150%	0.45%	0.66%
Field Services	Safety: Major Accidents	6	5%	N/A	No Major Accidents	No Major Accidents for 2nd consecutive year	Outstanding	150%	0.15%	0.23%
Field Services	Safety: Preventable Vehicle Accidents	4	20%	No more than one Preventable Vehicle Accident	No Preventable Vehicle Accidents	No Preventable Vehicle Accidents for 2nd consecutive year	Outstanding	150%	0.60%	0.90%
Field Services	Reliability (SAIDI excluding Major Event Days as Defined in IEEE 1366-2012)		10%	22.0 Minutes	19.1 Minutes	17.2 Minutes	Not met (24,631)	0%	0.30%	0.00%
Field Services	Implement Outage Cause & Equipment into OMS (defined by dispatch 2018 EIP)		15%	by July 1, 2019	by May 1, 2019	by March 1, 2019	Target(4/22/2019)	100%	0.45%	0.45%
Field Services	Implement Dispatch logging procedures into NISC Contact Tracking/OMS System with AVL		15%	N/A	by FYE	N/A	Not met/in progress	0%	0.45%	0.00%
Field Services	Implement Posted Tree Trimming Job Schedule		10%	Maintain Schedule 2 Weeks Out for FY	Maintain Schedule 3 Weeks Out for FY	Maintain Schedule 4 Weeks Out for FY	Outstanding	150%	0.30%	0.45%
Field Services	Visual Inspection of AMI Meters		10%	85% by FYE	90% by FYE	95% by FYE	Not Met (56%)	0%	0.30%	2.70%
Marketing Manager	Safety: Lost Time Accidents	2	10%	No Major Accidents	No Lost Time Accidents	No Lost Time Accidents for Second Consecutive Year	Outstanding	150%	0.30%	0.45%
Marketing Manager	Monthly Social Media Content Plan (Starting in February)		30%	Issued 10 Days Before Start of Month	Issued 20 Days Before Start of Month	Issued 30 Days Before Start of Month	Threshold (Calendars issued Jun., Aug. & Sep.)	50%	0.90%	0.45%
Marketing Manager	Increase number of Paperless Bill Customers (Active Accounts)		15%	≥ 4650 Total	≥ 5300 Total	≥ 5950 Total	Mitigation: Increased Weight from 15% to 30%	50%	0.45%	0.23%
Marketing Manager	Update KPUB Website Content		45%	N/A	by FYE	N/A	Threshold (4694) Target	50%	0.45%	0.23%
Marketing Manager	APPA Excellence in Communication Award			N/A	N/A	N/A	(Mitigation: Completed 10 Days After FYE & Increased Weight from 15% to 45%)	100%	1.35%	1.35%
Marketing Manager	Establish Key Accounts Program			N/A	N/A	FYE	Mitigation: Remove Goal (Was 15%)	0.00%	0.00%	0.00%
Marketing Manager	Develop Formal Employee Volunteering Program			1 Project by FYE	1 Project every 2 Quarters	1 Project per Quarter	Mitigation: Remove Goal (Was 15%)	0.00%	0.00%	2.48%

MEMORANDUM

To: Fred Gamble
Bill Thomas
Philip Stacy
Mark Cowden
Mayor Bill Blackburn

From: Mike Wittler

Date: November 15, 2019

Re: Agenda Item 14 – Consideration and Action on Resolution No. 19-21
Revised Economic Development Rate

We have been in contact with the organization redeveloping the Arcadia Theater since May 2019 to determine if their project will be eligible for the KPUB Economic Development Rate.

As you know, the new Economic Development Rate was approved last year and is intended to support expansion of primary jobs, significant electric load additions, and development of the Kerrville TIRZ District. As it is currently written, the Rate requires customers to be open to the public at least four days per week including at least one day on the weekend and until at least 8:00 pm each day the business is open. The Theater will probably not meet this requirement, but its impact to the downtown area is likely to be much more significant than typical retail, arts, and entertainment businesses in the area.

Staff is recommending that this requirement be revised as shown in the attached redlined document to allow the Board more flexibility in determining the impact of a potential customer and their eligibility for the Economic Development Rate.

If you would like additional information or have questions, please let me know.

Sincerely,



Mike Wittler

ECONOMIC DEVELOPMENT RIDER ED

AVAILABILITY

This rider is available only in conjunction with full service electric commercial accounts for businesses meeting the following eligibility requirements:

1. Primary Industries
 - a. Available to existing and new customers making significant business expansion in targeted primary industries.
 - b. Existing business expansion must be made at a new metering point.
 - c. Application for Economic Development Support must be made to and approved by the Economic Development Go Team.
 - d. KPUB must determine that this Rider ED is a significant factor to induce the qualifying Customer to locate or expand and receive Service from KPUB.
 - e. The discount will be available for five (5) years.
2. Load Additions
 - a. Available to existing and new customers making load expansion of at least 400 KW at a new single metering point.
 - b. In the event that the load addition of at least 400 KW fails to materialize within one year of the commencement of service, the Customer will take service under the applicable standard rate schedule.
 - c. Application for Economic Development Support must be made to and approved by KPUB Staff. KPUB will estimate the load addition to evaluate the application.
 - d. KPUB must determine that this Rider ED is a significant factor to induce the qualifying Customer to locate or expand and receive Service from KPUB.
 - e. The discount will be available for five (5) years.
3. City of Kerrville TIRZ District
 - a. Available to new businesses in the retail, arts, and entertainment trades locating within the Reinvestment Zone Number One, City of Kerrville, Texas.
 - b. Eligible Customers must be open to the public at least four days per week including at least one day on the weekend and until at least 8:00pm each day the business is open or have an equivalent or greater impact to the economic development of the TIRZ District as determined by the KPUB Board of Trustees.
 - c. Application for Economic Development Support must be made to and approved by the Economic Development Go Team.
 - d. The discount will be available for two (2) years.

CONDITIONS

The current rules and regulations shall apply to the Customer, including the payment and collection process.

Service to a Customer under this Rider ED must be approved by the KPUB Board of Trustees.

KPUB reserves the right to discontinue or suspend at any time the availability of this Rider ED for new applications.

For existing customers only the additional demand/load will qualify for the Rider ED discount.

The Customer must apply for service under this program prior to a decision or commitment to construct, purchase, or lease new or additional space or new electrical equipment that will result in additional electric load.

The Customer must be located such that no significant additional investment in utility facilities by KPUB is required.

This Rider is not available for temporary Service for construction.

MONTHLY RATE

The monthly bill will be calculated with a discount as defined in the following table based on the Customer's rate class. The discount will be applied to the Customer Charge, Distribution Energy and Demand Charges, and Power Supply Charges including Rider PCAF. The discount will not be applied to any other charges and fees.

Rate Class	Discount
Commercial Service - Rate Schedule CS	18%
Large Commercial Service - Rate Schedule LCS Secondary	10.8%
Large Commercial Service - Rate Schedule LCS Primary	8.7%

RESOLUTION NO. 19-21

A RESOLUTION OF THE KERRVILLE PUBLIC UTILITY BOARD APPROVING AND ADOPTING THE REVISION OF THE ECONOMIC DEVELOPMENT RATE.

WHEREAS, on November 20, 2019, KPUB Staff recommended changes to the Economic Development Rate to allow the Board more flexibility in evaluating a potential customer's impact to the economic development of the TIRZ District and determining customer eligibility; now, therefore,

BE IT RESOLVED BY THE KERRVILLE PUBLIC UTILITY BOARD THAT:

Section 1. The above recital is true and correct.

Section 2. The Board approves the revised Economic Development Rider ED attached hereto as Exhibit "A", as recommended by Staff.

Section 3. The revised rate shall become effective on December 1, 2019.

PASSED, APPROVED AND ADOPTED on this 20th day of November, 2019

Fred Gamble, Chairman

ATTEST:

Philip Stacy, Secretary

ECONOMIC DEVELOPMENT RIDER ED

AVAILABILITY

This rider is available only in conjunction with full service electric commercial accounts for businesses meeting the following eligibility requirements:

1. Primary Industries
 - a. Available to existing and new customers making significant business expansion in targeted primary industries.
 - b. Existing business expansion must be made at a new metering point.
 - c. Application for Economic Development Support must be made to and approved by the Economic Development Go Team.
 - d. KPUB must determine that this Rider ED is a significant factor to induce the qualifying Customer to locate or expand and receive Service from KPUB.
 - e. The discount will be available for five (5) years.
2. Load Additions
 - a. Available to existing and new customers making load expansion of at least 400 KW at a new single metering point.
 - b. In the event that the load addition of at least 400 KW fails to materialize within one year of the commencement of service, the Customer will take service under the applicable standard rate schedule.
 - c. Application for Economic Development Support must be made to and approved by KPUB Staff. KPUB will estimate the load addition to evaluate the application.
 - d. KPUB must determine that this Rider ED is a significant factor to induce the qualifying Customer to locate or expand and receive Service from KPUB.
 - e. The discount will be available for five (5) years.
3. City of Kerrville TIRZ District
 - a. Available to new businesses in the retail, arts, and entertainment trades locating within the Reinvestment Zone Number One, City of Kerrville, Texas.
 - b. Eligible Customers must be open to the public at least four days per week including at least one day on the weekend and until at least 8:00pm each day the business is open or have an equivalent or greater impact to the economic development of the TIRZ District as determined by the KPUB Board of Trustees.
 - c. Application for Economic Development Support must be made to and approved by the Economic Development Go Team.
 - d. The discount will be available for two (2) years.

CONDITIONS

The current rules and regulations shall apply to the Customer, including the payment and collection process.

Service to a Customer under this Rider ED must be approved by the KPUB Board of Trustees.

KPUB reserves the right to discontinue or suspend at any time the availability of this Rider ED for new applications.

For existing customers only the additional demand/load will qualify for the Rider ED discount.

Exhibit "A"
Tariff for Electric Service

Kerrville Public Utility Board

Effective Date: December 1, 2019

The Customer must apply for service under this program prior to a decision or commitment to construct, purchase, or lease new or additional space or new electrical equipment that will result in additional electric load.

The Customer must be located such that no significant additional investment in utility facilities by KPUB is required.

This Rider is not available for temporary Service for construction.

MONTHLY RATE

The monthly bill will be calculated with a discount as defined in the following table based on the Customer's rate class. The discount will be applied to the Customer Charge, Distribution Energy and Demand Charges, and Power Supply Charges including Rider PCAF. The discount will not be applied to any other charges and fees.

Rate Class	Discount
Commercial Service - Rate Schedule CS	18%
Large Commercial Service - Rate Schedule LCS Secondary	10.8%
Large Commercial Service - Rate Schedule LCS Primary	8.7%