

## Regular Board of Directors *Meeting Notes*

**October 12, 2020**

### Approval of a Contract for FY21 Distribution Pole Inspection

The Board approved a contract with Osmose Utilities Services, Inc. to perform the Fiscal Year 2021 distribution pole inspections.

### Approval of Two Contracts for Land & Right-of-Way (ROW) Easement Acquisition Services with Seven Arrows Land Staff, LLC for Phase Two of the Texas Avenue Project & Phase Three of the South College Project.

The Board approved two contracts with Seven Arrows Land Staff, LLC for the land and ROW easement acquisition services for phase two of the Texas Avenue and phase three of the South College Avenue overhead to underground conversion projects.

### Approval of a Contract for Engineering Services with POWER Engineers, Inc.

The Board approved a contract for engineering services with POWER Engineers, Inc. for phase three of the South College overhead to underground conversion project.

### Approval of a Contract with SynchroGrid for a BTU-wide Area Relay Coordination Study

The Board approved a contract with SynchroGrid for a BTU-wide Area Relay Coordination Study to evaluate BTU's compliance with federal reliability standards for relay schemes both internally and in interactions with other entities.

### Authorization to Purchase a Bucket Truck

The Board authorized the purchase of one bucket truck from Altec Industries, Inc.

### Presentation of the 2018 Electric Utility Uncollectible Debt Write-Off

Mr. David Werley, Executive Director of Business and Customer Operations, presented the 2018 electric write-offs, which totaled \$239,976.12. In 2020, more than \$74k in previously written-off debt was collected due to the diligence of the Customer Operations Staff in enforcing the Electric Deposit Ordinance and pursuing collection of past due debts.

### Approval of a Contract with PowerLine Services, Inc. For Construction of Certain FY21 Capital Improvement Projects

Mr. Randy Trimble, Executive Director of Energy Delivery, presented the bid tabulations for the FY21 CIP Projects. After evaluating all submissions, staff determined that PowerLine Services, Inc. was the lowest bidder on ten projects. The Board approved a contract with PowerLine Services, Inc. for construction of certain FY 21 CIP Projects.

### Approval of a Contract for Engineering Services for Phase Two of the Texas Avenue Overhead to Underground Project

Mr. Randy Trimble presented a proposed Professional Engineering Services contract submitted by McCord Engineering, Inc. (MEI) for engineering, design, surveying, permitting, subsurface utility engineering (SUE), and project coordination with the City of Bryan and Texas Department of Transportation (TxDOT) for the conversion of approximately 1.5 miles of overhead infrastructure to underground. Mr. Trimble stated that MEI has completed the design for Phase One of the project. The Board approved a contract with McCord Engineering, Inc. for engineering services for Phase Two of the Texas Avenue overhead to underground conversion project.

### Approval of a Contract for the Leonard Road Substation 69kV Project

Mr. Randy Trimble presented the bid tabulations for the construction of the Leonard Road Substation 69kV project. After evaluating the bids, staff recommends the bid be awarded to Lambda Construction I, LTD. This recommendation was based on the lowest total bid amount, meeting all specifications, providing acceptable schedules, and acceptable past performance on similar BTU projects. The Board approved a contract with Lambda Construction I, LTD. for the construction of the Leonard Road Substation 69kV project.

BRYAN TEXAS UTILITIES



BRYAN TEXAS UTILITIES

205 East 28th Street • Bryan, TX 77803

email: ContactBTU@btutilities.com

[www.btutilities.com](http://www.btutilities.com)

#### Hours of Operation

Monday - Friday, 8 a.m. - 5 p.m.

#### Board of Directors

Mr. Flynn Adcock, Chairman

Mr. Pete J. Bienski, Jr.

Mr. Paul Madison, Sr.

Mr. A. Bentley Nettles

Ms. Rosemarie Selman

Mr. Paul Turney

Mr. Buppy Simank, Ex-Officio

Mr. Jason Bienski, Ex-Officio

#### General Manager

Gary Miller

#### Executive Directors

Randy Trimble

David Werley

Wes Williams

#### Division Managers

James Bodine

Shawndra Curry

Ken Lindberg

Clay Lindstrom

David McIntyre

Vicki Reim

Gary Massey

Doug Lyles, Chief Risk Officer

#### City of Bryan

Kean Register, City Manager

Joe Hegwood, Chief Financial Officer

Bernie Acre, Chief Information Officer

#### Important Numbers

Billing/Collections/Connects

**(979) 821-5700**

Electrical Outage/Lines Down

**(979) 822-3777**

Distribution/Line Design

**(979) 821-5770**

SOCIAL MEDIA



BryanTexasUtilities



BTU\_BryanTX

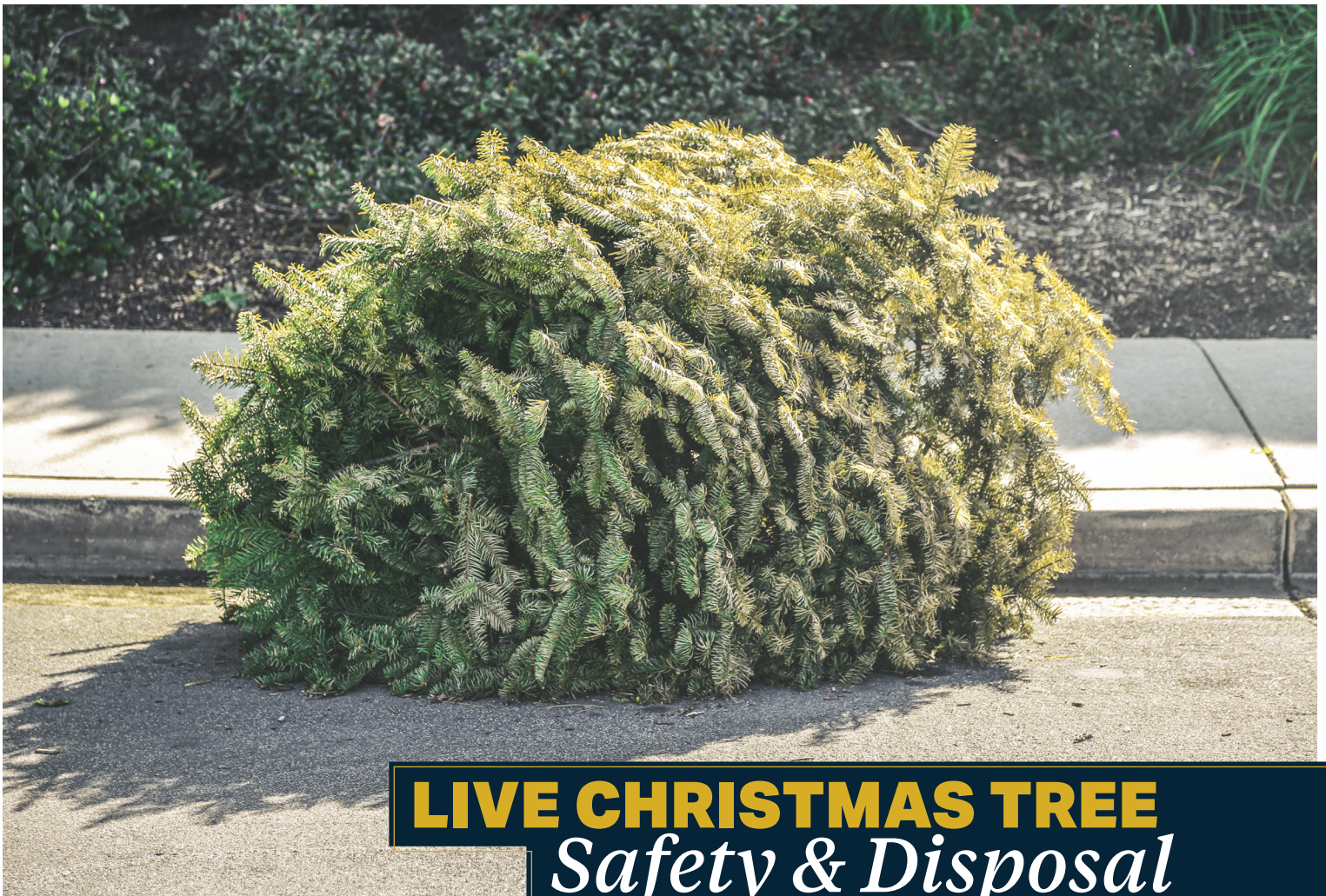


cityofbryan



cityofbryan





## LIVE CHRISTMAS TREE *Safety & Disposal*

The City of Bryan's Public Works and Fire Departments have a few reminders when it comes to your Christmas trees.

### SAFETY

Decorating your Christmas tree is always a lot of fun each year, but families should keep the following tips in mind to keep everyone in the family safe around Christmas trees.

- Natural Christmas trees can present a fire danger if it is too dry, as dry trees can burn quickly, leaving little time to escape.
- When purchasing a natural tree, cut 2 inches off the trunk before placing it in water.
- Keep a constant supply of water in the stand. Natural trees can "drink" a lot of water, especially when first set up.
- Keep any heat sources away from the tree.
- Don't use candles on a live Christmas tree.
- Use only UL-listed light strings, if you decorate the tree with lights

### DISPOSAL

Once the holiday are over, Bryan Public Works wants to help by picking up your tree at curbside at no charge! Place your Christmas tree at the curb on your regularly scheduled Brush & Bulky service day. Be sure the tree has been cleaned of all decorations, lights, tinsel, and metal and plastic stands.

To view the brush and bulky pick-up schedule, please visit [bryantx.gov](http://bryantx.gov)



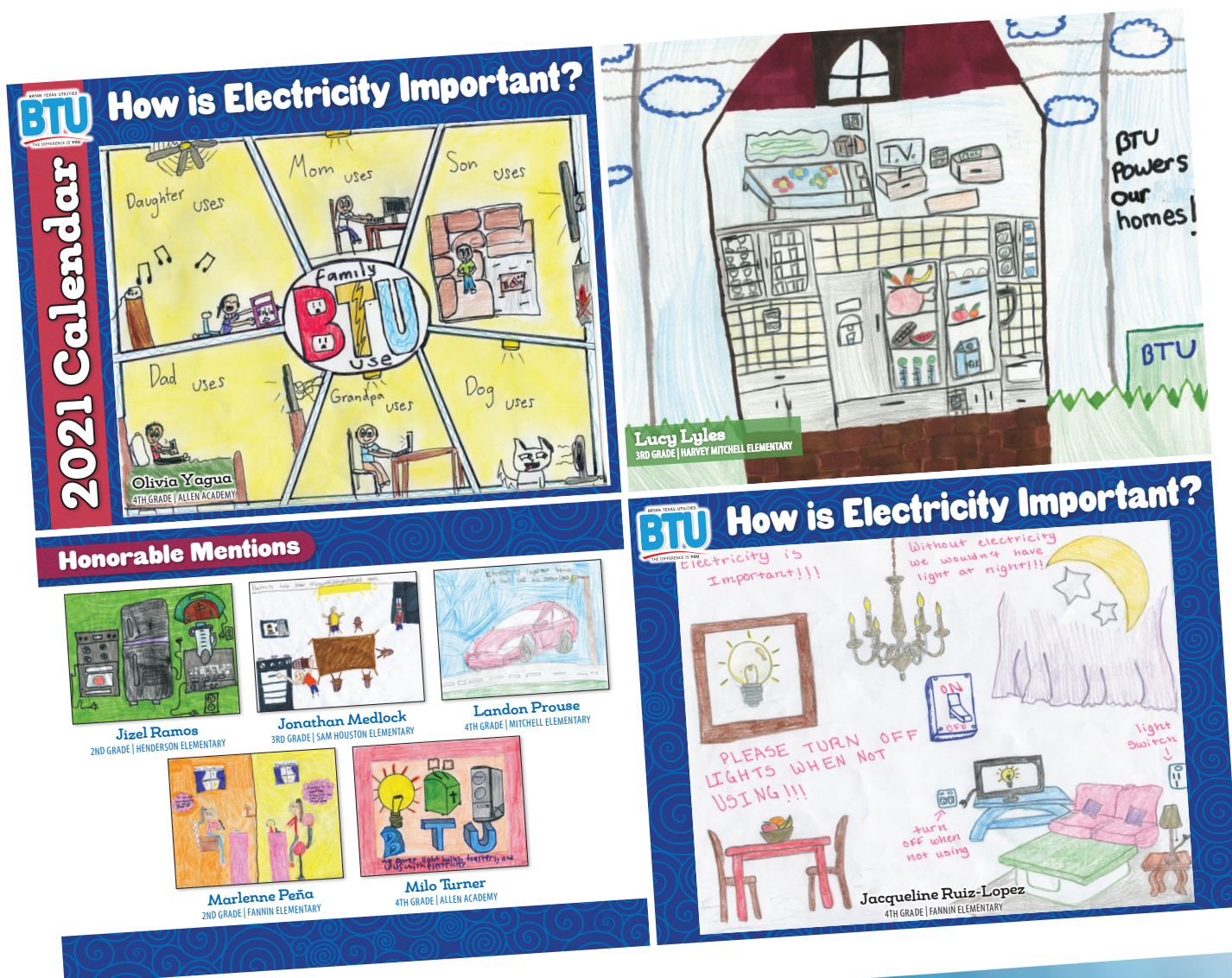
Li



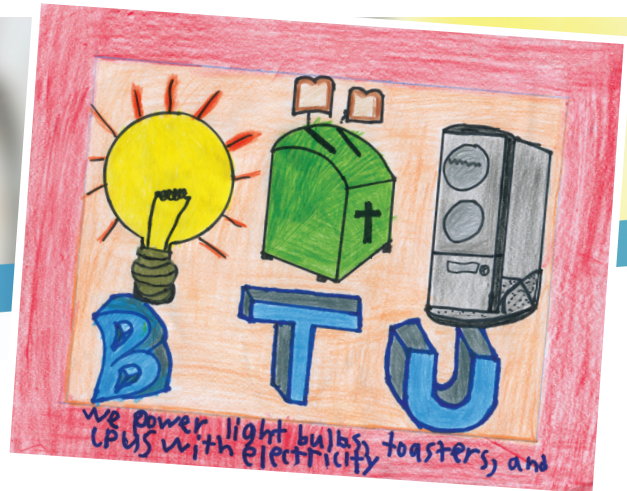
Now Available!

# 2021 BTU Kids Calendar

The 2021 BTU Kids Calendar is NOW AVAILABLE! Stop by our main office at 205 E. 28th Street to pick up your copy today. Quantities are limited, so calendars are available on a first-come, first-served basis.



Milo Turner  
4th Grade | Allen Academy



For over 25 years, BTU has partnered with our area schools to promote the calendar contest, and the art instructors in these schools collected the artwork and permission slips in the Spring for submission to BTU by the end of the school year. This year, however, our process was anything but normal. Because our area schools had to close down after Spring Break due to the COVID-19 pandemic, we had to use press releases, social media, and the BTU website to get the word out and the artwork submitted.

The theme of the 2021 Bryan Texas Utilities Kids Calendar is "How is Electricity Important?" We asked kids in Kindergarten through Fourth Grade to create artwork that shows the ways we use electricity in everyday life. Fifty-nine students representing seventeen elementary or home schools responded to our requests by submitting scans or photos of their artwork, which featured their thoughts on how electricity is important in their daily life.

This is the first year that all of the artwork and participation forms were submitted directly to us online. Our plan is to continue to include electronic submissions as a supplement to the entries provided by the art instructors at the various elementary schools, as this method allows home-schooled children to participate. BTU would like to thank all the parents who scanned and sent the forms and artwork, and we are especially grateful that the parents of all of the winners kept the original artwork in perfect condition for drop-off at our office.

## ***Congratulations to our featured artists!***

Front Cover – Olivia Yagua, 4th grade, Allen Academy  
January – Isaiah Medlock, 1st grade, Sam Houston Elementary  
February – Mollie Garza, 1st grade, Branch Elementary  
March – Lainey Dodd, 3rd grade, Sul Ross Elementary  
April – Gabriela Gonzalez, 2nd grade, Kemp-Carver Elementary  
May – Daniela Vega, 3rd grade, R.C. Neal Elementary  
June – Caroline Johnson, 3rd grade, St. Joseph Catholic School  
July – Lucy Lyles, 3rd grade, Mitchell Elementary  
August – Cole Zumwalt, 3rd grade, Allen Academy  
September – Katherine Peña, 4th grade, Fannin Elementary  
October – Kathleen Kolasinski, 4th grade, Allen Academy  
November – Joceline Le Grévellac, 3rd grade, Johnson Elementary  
December – Marelly Melendez, 2nd grade, Navarro Elementary  
Back Cover – Jacqueline Ruiz-Lopez, 4th grade, Fannin Elementary

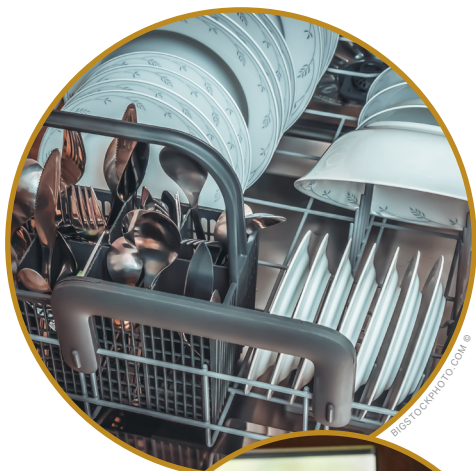
## ***Honorable Mentions!***

Abigail Diaz, 3rd grade, Henderson Elementary  
Samira Dupper, 3rd grade, Allen Academy  
Alejandro Garcia, Kindergarten, Navarro Elementary  
Sabrina Jiménez, 2nd grade, Allen Academy  
Tyler King, 3rd grade, Allen Academy  
Jessica Kristynik, 3rd grade, St. Joseph Catholic School  
Jonathan Medlock, 3rd grade, Sam Houston Elementary  
Marlenne Peña, 2nd grade, Fannin Elementary  
Sanjay Pillai, 4th grade, Allen Academy  
Landon Prouse, 4th grade, Mitchell Elementary  
Jizel Ramos, 2nd grade, Henderson Elementary  
Milo Turner, 4th grade, Allen Academy  
Isaiah Vines, 3rd grade, Vines Academy  
Rice Zhang, 2nd grade, Allen Academy





# TRY OUT THESE TIPS TO SAVE ON ENERGY COSTS THIS *Holiday Season!*



## **Day 1:** *Hosting holidays at your house this year?*

Laundry and dishes will pile up with extra people dirtying them. Run full loads of laundry and the dishwasher to use your energy efficiently and conserve water. Try running the washer on cool or cold cycles to save money on water heating.

**Day 2:** *BRRRR.* Cozying up next to a warm fire is a great way to spend a chilly winter evening. Follow these fireplace energy tips so you aren't toasting your money along with your buns. Keep the damper closed unless you have a fire burning, check the seals around the flue, and consider insulating your chimney.



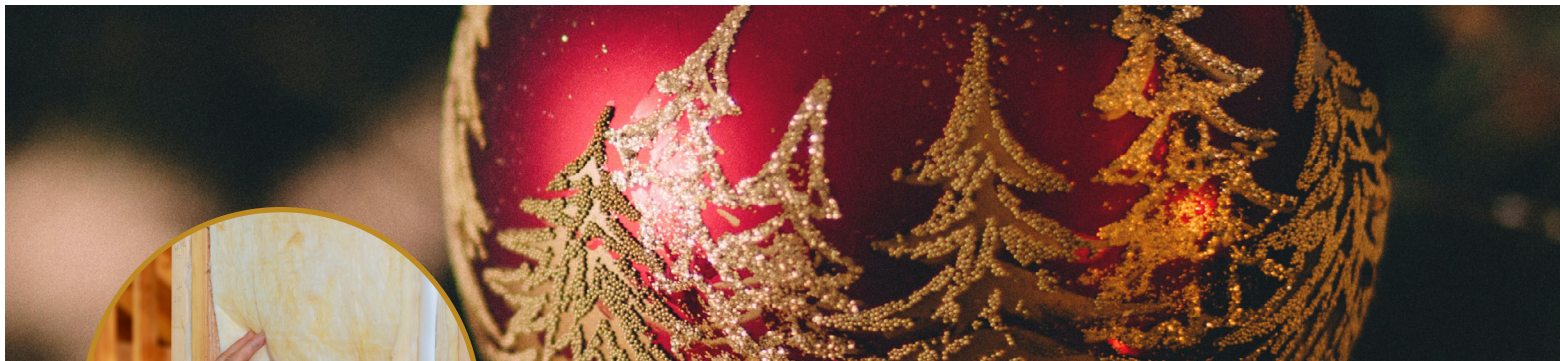
**Day 3:** *You may be dreaming of a white Christmas, but is your house ready for one?* Seal gaps around doors and windows with weather stripping or caulking to keep from losing your warm air and prevent winter air from sneaking in. If you can feel air coming in or out when you hold your hand near the door or window, you need to add more protection.

**Day 4:** *Nowadays, we may not roast chestnuts on an open fire, but your oven still works overtime around the holiday season.* How can you find ways to save money in the kitchen? Cook more than one thing at a time in the oven to make the most efficient use of the heat. Try not to peek! Each time you open the oven to check on something, it can lower the temperature by 25°F, which makes the oven use more energy to heat to the desired temperature.

**Day 5:** *May your days be merry and bright.* LED holiday lighting is much more energy efficient than traditional lights, costing under a dollar to power for an entire season compared to ten dollars for traditional lights according to the U.S. Department of Energy. LEDs also put off less heat and are made of plastic instead of glass, reducing the safety risk of a fire hazard or breaking bulbs.







**Day 6: *Is your insulation naughty or nice?*** Proper insulation in a home's attic and exterior walls is essential to keeping your home comfortable and keeping money in your pocket. The US Department of Energy recommends at least an R-38 level of insulation in the attic for this area of Texas. If you are unsure how to measure your existing R-value, call a professional or call BTU's Energy Management Department for helpful tips. If you upgrade your insulation, you may qualify for a rebate through BTU's SmartHOME Program. Visit our website for more information.



**Day 7: *Jingle Bell Time is a swell time to invest in a programmable thermostat.*** You can schedule your HVAC to run when you will actually be home to enjoy it, and avoid wasting energy on heating or cooling air when you aren't there. Programmable thermostats range from around \$25 for a basic model and can cost over \$200 for some models that you can control from your phone.



**Day 8: *Thinking of a last minute gift?*** Make sure it is an EnergyStar® rated model. Appliances such as refrigerators and dishwashers, electronics such as televisions and computers, and lighting all have models that are EnergyStar® rated. They use up to 60% less energy than non-certified models.

**Day 9: *The weather outside is frightful, but it doesn't have to be inside.*** Consider replacing old, drafty windows with EnergyStar® rated models. You could receive a rebate through our SmartHOME program! Visit our website for more information.



**Day 10: *All I want for Christmas is to stay warm.*** Throw on some plush socks, matching pajamas, and make some hot chocolate so you can turn your heater down a few degrees. The U.S. Department of Energy recommends setting the thermostat at 68° when you are at home and 62° when you are sleeping or away from home.

**Day 11: *Deck the halls on a schedule.*** Invest in a timer for your outdoor decorations so you can set it and forget it. You will save on energy costs by only running the lights when they can be enjoyed and not running them all day and night.



**Day 12: *Going over the river and through the woods to Grandma's house this holiday season?*** Unplug TVs, DVD players, computers, printers, and other electronics as they use small amounts of electricity even when turned off. By unplugging them, you will enjoy energy savings.





## BTU *Employee Awards*

Each year, BTU celebrates the dedication of its employees through the recognition of years of service milestones. Usually, this takes place at the annual employee banquet, but this year's banquet had to be cancelled due to COVID concerns. This year, 29 employees were recognized in a company-wide virtual celebration to honor their service anniversaries, which ranged from 5 years to 20 years.

***Congratulations to all of our award recipients, and thank you for your years of dedicated service to our customers!***

### **5 Years**

Joshua Baker – Lineman  
Ed Candelaria – Electrical Engineer  
Megan Carlson – New Services Assistant  
Nick Cook – Production Support Manager  
Matt Goodson – Powerline Inspection Supervisor  
Colton Honeycutt – Control Room Operator  
Dragan Kaurin – Utility Maintenance Technician  
Michele Kimich – Meter Data Analyst  
Kody Manry – Lineman  
Dennis Norris – Special Projects Manager  
Ethan Olden – Electric Meter Technician (Apprentice II)  
Tyler Petersen – Lineman (Apprentice III)  
Priscilla Rios – Accounting Specialist  
Beca Rivera Tena – Customer Advocate  
Kevin Robinson – Productions Operations Manager

### **10 Years**

Maurice Carlson – Electrical and Instrumentation Technician  
Josh Carmack – Energy Scheduler  
David Hering – Electrical Engineering Manager  
Doug Lyles – Chief Risk Officer  
Michael Seaton – Lead Electrical Relay Technician

### **15 Years**

James Coe – Lead Lineman  
Robert Lopez – Line Design Technician  
Gary Miller – General Manager  
Michael Trowbridge – Systems Operator

### **20 Years**

John Bounds – Chief Plant Operator  
Rico Castaneda – Electric Meter Technician  
Chris Green – Lead Lineman  
Angie Sosa – Business Systems Coordinator  
Randy Trimble – Executive Director-Energy Delivery

***Thank you!***







## NATIONAL ELECTRICAL SAFETY MONTH

NEVER FLY KITES, DRONES, OR MODEL PLANES NEAR POWER LINES. IF AN OBJECT GETS STUCK ON THE POWER LINE OR IN A TREE NEAR THE POWER LINES, CALL BTU TO REPORT IT.



## BTU & CITY OF BRYAN *Win Communication Awards*

BTU was awarded two Excellence in Public Power Communications Awards at the American Public Power Association's (APPA) Customer Connections Virtual Conference on October 28, 2020.

BTU received an Award of Excellence in the Print and Digital communications category for the 2019 BTU Annual Report. This annual report is created entirely in-house by BTU's Energy Management staff and the City of Bryan Communications and Marketing Department. The 2019 annual report celebrates the 100 year anniversary of the founding of Bryan Texas Utilities, and highlights some of the major accomplishments from 1919 to 2019. The report features historical photographs juxtaposed against modern photographs to show the historical progression of our region. A digital copy is available on the BTU website:

[www.btutilities.com/about-btu/financial-highlights-city-and-rural](http://www.btutilities.com/about-btu/financial-highlights-city-and-rural)

Under the Web and Social Media category, BTU received an Award of Merit for its Safety Series social media campaign. The APPA recognized BTU for its Facebook and Twitter postings related to National Electrical Safety Month in May and Water Safety in July. The Electrical Safety series featured a "caution tape" pattern of black and yellow as a border and a brief electrical safety message which changed every week throughout the series. The Water Safety series used an eye-catching clear blue water background with the Lake Bryan logo in dark contrast to the background. A new water safety message was presented each week in July.