

**Knoxville Utilities Board  
Board Meeting  
Minutes  
Thursday, October 17, 2019 Noon**

**Call to Order**

The Knoxville Utilities Board met in regular session in the Larry A. Fleming Board Room at 445 S. Gay Street, on Thursday, October 17, 2019, pursuant to the public notice published in the January 5, 2019, edition of the *News Sentinel*. Chair Hamilton called the meeting to order at 12:00 p.m.

Chair Hamilton welcomed seven KUB Leadership Development Program employees and the program facilitator attending the Board Meeting today and asked them to introduce themselves.

**Roll Call**

Commissioners Present: Jerry Askew, Kathy Hamilton, Celeste Herbert, Sara Pinnell, Adrienne Simpson-Brown, Tyvi Small, and John Worden.

Commissioner Absent: None

**Approval of Minutes**

The Minutes of the September 19, 2019 Board Meeting were approved as distributed upon a motion by Commissioner Askew and seconded by Commissioner Small.

**Old Business**

None

**New Business**

**Consideration of Nominees for Commissioner Term Beginning January 1, 2020**

Commissioner Herbert, Chair of the Nominating Committee, gave the following report:

This year's nominating process for the term beginning January 1, 2020 began in January of this year when the online application became available on KUB's website. The Committee met in August, and advertisements ran in the *News Sentinel* that month.

October 17, 2019

The committee evaluated submitted applications and identified qualified applicants. The Charter requires that the Board provide the Mayor at least five nominees for each Commissioner vacancy. The Nominating Committee submitted the following five nominees:

1. Kathy Hamilton
2. Kirk Huddleston
3. Jerome Miller
4. Don Parnell
5. Tammy White

Chair Hamilton recognized Mark Walker, Board Secretary, who distributed and collected the ballots. Mr. Walker then reported that each of the following nominees received a majority of the votes:

1. Kathy Hamilton
2. Kirk Huddleston
3. Jerome Miller
4. Don Parnell
5. Tammy White

Chair Hamilton stated the names of the five nominees would be submitted to Mayor Rogero, and she thanked the members of the Nominating Committee for their work.

**Resolution 1402, A Resolution Authorizing and Approving the Sale of Certain Surplus Real Property of the Electric Division of the Knoxville Utilities Board (“KUB”) Being Part of KUB’s Two-Acre Tract with Frontage Along Fairmont Boulevard and Located Adjacent to a Parcel at 3308 Barton Street in Knoxville, Tennessee**

President Gabriel Bolas advised Commissioners that KUB has identified a small portion of a larger two-acre parcel with a structure encroachment for designation as surplus real property. He recognized Michelle Wilson, Manager of Procurement, to provide the details of the resolution.

President Bolas recommended adoption of Resolution 1402 on first and final reading. His written recommendation is included in Attachment 1.

Upon a motion by Commissioner Herbert and a second by Commissioner Small, Resolution 1402 (*Attachment 1*) was adopted by a roll call vote on first reading. The following Commissioners voted “aye”: Askew, Hamilton, Herbert, Pinnell, Simpson-Brown, Small, and Worden. No Commissioner voted “nay”.

October 17, 2019

**Resolution 1403, A Resolution Renaming the KUB Corporate Services and Conference Center in Honor of Mintha E. Roach and Her Contributions to KUB and the Knoxville Community**

President Bolas advised Commissioners that Resolution 1403 was drafted for their consideration to rename KUB's Corporate Services and Conference Center in honor of Mintha Roach.

President Bolas recommended adoption of Resolution 1403 on first and final reading. His written recommendation is included in Attachment 1.

Upon a motion by Commissioner Herbert and a second by Commissioner Small, Resolution 1403 (*Attachment 1*) was adopted by a roll call vote on first reading. The following Commissioners voted "aye": Askew, Hamilton, Herbert, Pinnell, Simpson-Brown, Small, and Worden. No Commissioner voted "nay".

**President's Report**

**Natural Gas Supply Update**

President Bolas reminded Commissioners that we provide an update each fall on the natural gas industry and KUB's compliance with natural gas purchasing requirements. He recognized Sherri Ottinger, Manager of Rates and Analytical Services, to provide this year's update.

**Century II Update**

President Bolas advised the Board that with their leadership for the Century II program, significant progress has been made. He recognized Derwin Hagood, Senior Vice President and Chief Operating Officer, to provide an update on Century II for each of the utility systems in advance of the financial workshop next month.

**E Source Customer Satisfaction Award**

President Bolas advised Commissioners that members of the Customer Support and Key Accounts department recently attended the E Source Account Management Leadership Council meeting and forum where KUB was awarded top honors in the E Source 2019 Large Business Customer Satisfaction survey. He recognized Tiffany Martin, Director of Customer Service, to provide the details.

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**Other Business**

None

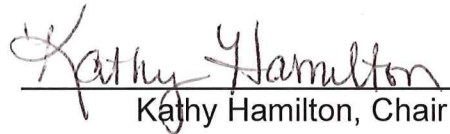
**Public Comment**

John Brock for Smithbilt – 265 Brookview Centre Way #604

Stephen Smith – 5443 Yosemite Trail – Knoxville, TN 37909

**Adjournment**

There being nothing further to come before the Board, Chair Hamilton declared the meeting adjourned at 1:17 p.m.

  
Kathy Hamilton, Chair



Mark Walker, Board Secretary

**Attachments**

Attachment 1	Recommendation Letter and Resolution 1402 – A Resolution Authorizing and Approving the Sale of Certain Surplus Real Property of the Electric Division of the Knoxville Utilities Board (“KUB”) Being Part of KUB’s Two-Acre Tract with Frontage Along Fairmont Boulevard and Located Adjacent to a Parcel at 3308 Barton Street in Knoxville, Tennessee	<b><u>Page(s)</u></b> 9588 – 9591
Attachment 2	Recommendation Letter and Resolution 1403 – A Resolution Renaming the KUB Corporate Services and Conference Center in Honor of Mintha E. Roach and Her Contributions to KUB and the Knoxville Community	9592 – 9594



Knoxville Utilities Board

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October 11, 2019

Knoxville Utilities Board  
445 S. Gay Street  
Knoxville, Tennessee 37902-1109

Commissioners:

Staff has identified a 933 square foot parcel of land owned by the Electric Division of KUB as part of a larger two-acre tract with frontage along Fairmont Boulevard to be authorized for sale.

The parcel of land is adjacent to 3308 Barton Street and has been encroached upon by the property owner. Upon inspection of the property, Staff has determined the property is not needed for the continued operation of the Electric system and is not needed by any other KUB system. In accordance with KUB's Procurement Procedures, as adopted by the Board, I have determined the property is surplus.

Pursuant to the City Charter, state law and the Procurement Procedures, upon authorization of the Board, the President and CEO may sell the property in a manner that is in the best interest of KUB and the Electric Division.

Resolution 1402 authorizes and approves the sale of the 933 square foot site adjacent to 3308 Barton Street. A draft of Resolution 1402 along with a map of the property is enclosed for your information. I recommend approval of Resolution 1402 on first and final reading.

Respectfully submitted,

A handwritten signature in black ink that reads 'Gabriel Bolas II'.

Gabriel Bolas II  
President and CEO

Enclosures

## RESOLUTION NO. 1402

### **A Resolution Authorizing and Approving the Sale of Certain Surplus Real Property of the Electric Division of the Knoxville Utilities Board (“KUB”) Being Part of KUB’s Two-Acre Tract with Frontage Along Fairmont Boulevard and Located Adjacent to a Parcel at 3308 Barton Street in Knoxville, Tennessee**

**Whereas**, the Electric Division of KUB holds title to certain real estate, being part of KUB’s two-acre tract with frontage along Fairmont Boulevard and adjacent to a parcel at 3308 Barton Street in Knoxville, Tennessee, identified as a portion of Tax Parcel 60 in Group D on Knox County Tax Map 69M, consisting of approximately 933 square feet of land as reflected on the attached Exhibit (the “Property”); and

**Whereas**, the Property is not useful and necessary for the continued operation of the Electric system substantially as it now exists, and is not needed for use by any other KUB system; and

**Whereas**, pursuant to Section VII of the KUB Procurement Procedures previously adopted by the KUB Board of Commissioners (the “Board”), the President and Chief Executive Officer (“CEO”) of KUB has determined that the Property is not needed by the Electric system or any other KUB system; and

**Whereas**, the bond resolutions for the KUB Electric Division authorize the disposal of property of the Electric system which the Board determines to be no longer necessary and useful in the operation thereof; and

**Whereas**, in accordance with the City Charter and KUB’s Procurement Procedures and Procurement Guidelines, the sale of the Property may occur in a manner that is in the best interest of KUB and the Electric Division.

### **NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE BOARD OF COMMISSIONERS OF THE KNOXVILLE UTILITIES BOARD:**

**Section 1.** That the Property is not useful and necessary to the continued safe, efficient and economic operation of the KUB Electric system, substantially as it now exists, nor is it needed by any other KUB system.

**Section 2.** That the President and CEO or the authorized designee of the President and CEO be, and hereby is, authorized and directed to sell the Property in a manner that is in the best interest of KUB and the Electric Division, and consistent with KUB's Procurement Procedures and state law, to execute all documents, including without limitation a deed, that are necessary and proper to transfer the Property and to do all things that the President and CEO or the authorized designee of the President and CEO deems reasonable and necessary to effectuate such transfer.

**Section 3.** That the proceeds of the sale shall be placed into the accounts of the Electric Division in accordance with the Electric System Bond Resolution.

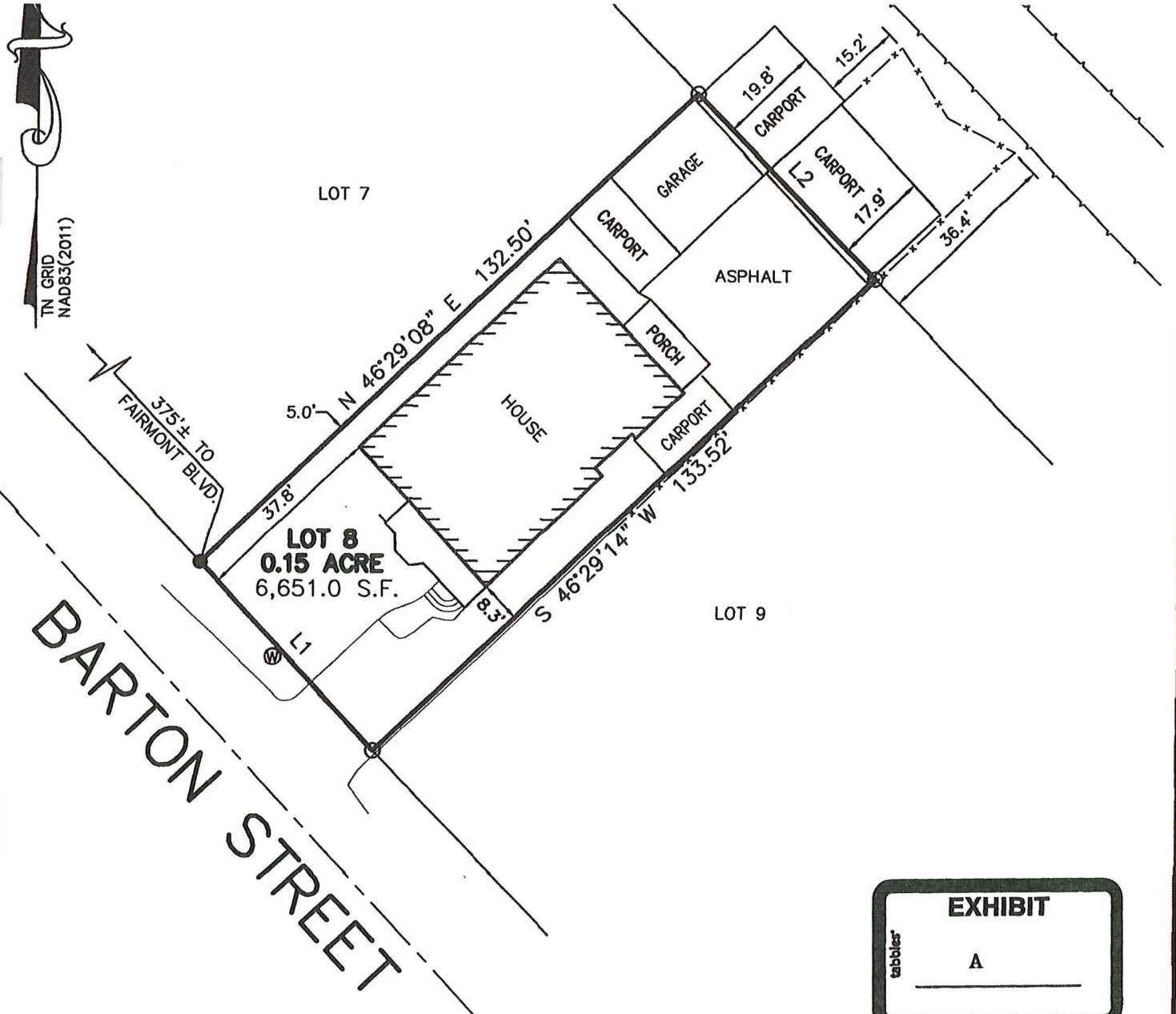
**Section 4.** That this Resolution shall take effect upon its passage.

Kathy Hamilton/s  
Kathy Hamilton, Chair

Mark Walker/s  
Mark Walker, Board Secretary

APPROVED ON 1<sup>st</sup>  
& FINAL READING: 10-17-19  
EFFECTIVE DATE: 10-17-19  
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**EXHIBIT**

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**NOTES:**

1. PROPERTY IS SUBJECT TO ANY FINDINGS OF AN ACCURATE TITLE SEARCH. NO TITLE WORK WAS FURNISHED TO SURVEYOR PRIOR TO SURVEY.
2. UTILITIES SHOWN WERE LOCATED FROM ACTUAL FIELD EVIDENCE. OTHER UTILITIES MAY EXIST AND NOT BE SHOWN OR VARY FROM WHERE SHOWN. NO GUARANTEE IS EXPRESSED OR IMPLIED AS TO THE ACTUAL LOCATION OF ANY UTILITIES SHOWN, WHICH ARE NOT VISIBLE FROM THE SURFACE.
3. NEW CONSTRUCTION MUST CONFORM TO ALL LOCAL ZONING REGULATIONS.
4. QUALITY OF NORTH IS BASED ON GLOBAL POSITIONING SYSTEM DATA COLLECTED IN REAL TIME USING THE TENNESSEE GEODETIC REFERENCE NETWORK, AN ORDER B GEODETIC ACCURACY, RELATIVE TO THE NATIONAL GEODETIC SURVEY NAD83(2011). DISTANCES HAVE NOT BEEN REDUCED TO GRID.

**LEGEND:**

IRON PIN AND CAP SET	○
IRON PIN FOUND	●
UTILITY POLE	⊕
MANHOLE	⊙
WATER METER	⊗
EDGE PAVEMENT	EP
OVERHEAD UTILITIES	—▲—▲—▲—
SEWER LINE	—SS—SS—SS—
FENCE	—x—x—x—x—

THIS IS TO CERTIFY THAT THIS SURVEY MEETS THE MINIMUM STANDARDS FOR THE STATE OF TENNESSEE. THIS IS TO CERTIFY THAT ON THE DATE SHOWN, I MADE AN ACCURATE SURVEY OF THE PREMISES SHOWN HEREON USING THE LATEST RECORDED DEED AND OTHER INFORMATION FURNISHED TO ME, THAT THERE ARE NO EASEMENTS, ENCROACHMENTS OR PROJECTIONS EVIDENT OTHER THAN THOSE SHOWN. THE SURVEY WAS DONE UNDER THE AUTHORITY OF TCA 62-18-126; AND THE SURVEY IS NOT A GENERAL PROPERTY SURVEY AS DEFINED UNDER RULE 0820-3-07.

**MORTGAGE LOAN SURVEY  
FOR  
BILL R. CLARK**

OWNER: BILL R. CLARK  
ADDRESS: 3308 BARTON STREET




REGISTERED TN No. 1861



Knoxville Utilities Board

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October 11, 2019

Knoxville Utilities Board  
445 S. Gay Street  
Knoxville, Tennessee 37902-1109

Commissioners:

As we mark one year since her retirement, it seems an appropriate time for the Board to consider a permanent recognition of the contributions of former President and CEO, Mintha Roach, to KUB and its customers.

Because her KUB career began in Human Resources, and in light of her dedication to the safety and advancement of all KUB employees, Resolution 1403 has been drafted to memorialize these contributions. If adopted, we will rename the Corporate Services building on the Hoskins Operations Center campus as the Mintha E. Roach Corporate Services and Conference Center.

A draft of the resolution is enclosed. I recommend approval of Resolution 1403 on first and final reading.

Respectfully submitted,

A handwritten signature in black ink that reads 'Gabriel Bolas II'. The signature is written in a cursive, flowing style.

Gabriel Bolas II  
President and CEO

Enclosure

## RESOLUTION NO. 1403

### **A Resolution Renaming the KUB Corporate Services and Conference Center in Honor of Mintha E. Roach and Her Contributions to KUB and the Knoxville Community**

**Whereas**, Mintha E. Roach served as KUB President and Chief Executive Officer from 2004 to 2018 and was the first woman in KUB's history to hold this position; and

**Whereas**, Mintha joined KUB in 1992 following her tenure as Director of the Knoxville Civil Service Merit Board, serving as Director of Human Resources, Director of Corporate Services and Chief Administrative Officer before her appointment as President and CEO; and

**Whereas**, Mintha's dedication to serving KUB's customers was reflected in her leadership in implementing programs such as Century II Infrastructure Management to ensure safe, reliable utility service, Round It Up to provide weatherization assistance for income-limited households, and programs to give back to the community, such as KUB Cares and the Vol Time program, which have generated thousands of volunteer hours to service organizations in our community; and

**Whereas**, Mintha's tenure was marked by a commitment to employees and an investment in their development, as well as a commitment to improving KUB's safety culture; through her efforts KUB developed a unified and customer-focused workforce which has allowed KUB to achieve its public service mission in an award-winning way; and

**Whereas**, she has been a recognized leader both inside KUB and in the larger community, and her commitments to customers, to employees, to high ethical standards, and to community service have set the bar high for all who know her.

**Whereas**, this Board, KUB's employees, and the community have deep respect and appreciation for Mintha's service, and this Board believes it is fitting and proper that a lasting legacy of this gratitude be created.

### **NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE BOARD OF COMMISSIONERS OF THE KNOXVILLE UTILITIES BOARD:**

**Section 1.** That this Board recognizes and commemorates the faithful service and significant accomplishments of Mintha Roach as a leader at KUB.

**Section 2.** That in appreciation of her service and commitment and in acknowledgment of her lasting impact on KUB and the Knoxville community, KUB's Corporate Services and Conference Center be here and ever after known as the "Mintha E. Roach Corporate Services and Conference Center," in the hope that her work will continue to inspire future generations of employees.

**Section 3.** That this Resolution shall take effect from and after its passage and that copy shall be provided to Mintha.

Kathy Hamilton/s  
Kathy Hamilton, Chair

Tyvi Small/s  
Tyvi Small, Vice Chair

Jerry Askew/s  
Jerry Askew, Commissioner

Celeste Herbert/s  
Celeste Herbert, Commissioner

Sara Pinnell/s  
Sara Pinnell, Commissioner

Adrienne Simpson-Brown/s  
Adrienne Simpson-Brown, Commissioner

John Worden/s  
John Worden, Commissioner

APPROVED ON 1<sup>st</sup>  
& FINAL READING: 10-17-19  
EFFECTIVE DATE: 10-17-19  
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