



TO: Brownsville Public Utilities Board Audit Committee  
FROM: Art Rendon, Committee Chair  
SUBJECT: Notice of an Audit Committee Meeting

DATE: August 18, 2023

MEETING DATE: August 29, 2023  
TIME: 10:00 AM  
LOCATION: BPUB Annex Building  
Board Room  
1425 Robinhood Drive  
Brownsville, TX 78521

Dial In: 1-408-418-9388  
Access Code: 2491 658 7254 # #

Members of the public may listen to the meeting as it is being held by dialing one of the numbers listed below (same access code above). Because of technology limitations, only a limited number of callers will be allowed to call in.

Dial by your location: 1-408-418-9388 (US Toll)	
1-617-315-0704 (Boston)	1-312-535-8110 (Chicago)
1-469-210-7159 (Dallas)	1-720-650-7664 (Denver)
1-904-900-2303 (Jacksonville)	1-213-306-3065 (Los Angeles)
1-646-992-2010 (New York City)	1-602-666-0783 (Phoenix)
1-206-207-1700 (Seattle)	1-202-860-2110 (Washington, DC)

DISCUSSION AND POSSIBLE RECOMMENDATION ON THE FOLLOWING MATTERS:

#### MEETING AGENDA

**Call Open Meeting to Order at 10:00 AM**

#### PUBLIC COMMENTS

*Please note the following:*

PUBLIC COMMENTS WILL ONLY BE ACCEPTED IN WRITING NO LATER THAN ONE (1) HOUR IN ADVANCE OF THE MEETING BY SENDING THEM TO [PublicComments@brownsville-pub.com](mailto:PublicComments@brownsville-pub.com). In the body of the email please include date, your name, your address, phone number, agenda item number, if applicable, or subject of discussion, and your comments.

- THERE IS A THREE (3)-MINUTE TIME LIMIT PER SPEAKER. THE PRESIDING OFFICER MAY, BUT IS NOT REQUIRED TO, ALLOW ADDITIONAL TIME TO A SPEAKER.
- THE SPEAKER MUST IDENTIFY BY NAME, ADDRESS, AND ORGANIZATIONAL AFFILIATION (IF ANY) BEFORE SPEAKING.
- QUESTIONS AND COMMENTS SHOULD BE ADDRESSED TO THE BOARD AS A WHOLE, NOT TO INDIVIDUAL BOARD MEMBERS, THE CEO, OR MEMBERS OF THE AUDIENCE.
- IF AN ISSUE ADDRESSED IS NOT INCLUDED ON THE AGENDA, NO FORMAL ACTION WILL BE TAKEN.

**ITEMS FOR PRESENTATION AND DISCUSSION**

1. Presentation and Discussion of Audit Reports with No Findings:
  - Unannounced Cash Count 6<sup>th</sup>
  - Unannounced Cash Count 7<sup>th</sup>
  - Unannounced Petty Cash Count 2<sup>nd</sup>
2. Presentation and Discussion of Audit Reports with Findings:
  - Accounting – Capital Assets
  - Key Accounts Marketing
  - Substations & Relaying
  - Water & Wastewater Operations & Construction
3. Presentation and Discussion of Follow-Up Audits – Recommendations in Progress:
  - Cashiers
  - Electric Engineering – 2<sup>nd</sup>
  - Power Production
  - Southmost Regional Water Authority
4. Presentation and Discussion of Annual Audit Plan for Fiscal Year 2022-2023
5. Presentation and Discussion of Proposed Annual Audit Plan for Fiscal Year 2023-2024

Adjournment

  
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Art Rendon, Committee Chair

The Brownsville Public Utilities Board (BPUB) reserves the right to adjourn into executive session at any time to discuss any of the matters listed above, as authorized by Texas Government Code § 551.071 (Consultation with Attorney), § 551.072 (Deliberations about Real Property), § 551.074 (Personnel Matters), § 551.076 (Deliberations about Security Devices), § 551.086 (Public Utility Competitive Matters), § 551.087 (Economic Development), and § 551.089 (Department of Information Resources).

BPUB reserves the right to change the Meeting Room within the BPUB Administration Building. If the specified room in the BPUB Administration Building is changed before the Meeting after posting Notice, the Security Guard on the 1st Floor will direct attendees to the room in which the Meeting will be held.

I certify that a copy of the August 29, 2023 agenda of items to be considered by the BPUB was posted on 8/25/23.

ATTEST:  
  
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Rosie Bui Tran, Recording Secretary