

May 15, 2020

**OFFICIAL NOTICE
OF A
REGULAR MONTHLY MEETING**

The Kerrville Public Utility Board will hold its Regular Monthly Meeting on Wednesday, May 20, 2020, beginning at 8:30 a.m. The meeting will be held via WebEx teleconference event number 966 594 232. A copy of the agenda is attached to this notice.

Click here to join meeting:

<https://kpub.webex.com/kpub/onstage/g.php?MTID=ee9b854210f236578945953e7a2daa130>



Lidia S. Goldthorn, Assistant Secretary

AGENDA
KERRVILLE PUBLIC UTILITY BOARD
REGULAR MONTHLY MEETING
WEDNESDAY, MAY 20, 2020, 8:30 A.M.

WEBEX EVENT NUMBER 966 594 232

<https://kpub.webex.com/kpub/onstage/g.php?MTID=ee9b854210f236578945953e7a2daa130>

KPUB MEETING PROCEDURES DURING DISASTER PERIOD

COVID-19 (Coronavirus) provides a unique concern in that gathering members of the public and KPUB staff within a physical setting constitutes a public health risk. The Texas Open Meetings Act (Ch. 552, Tx. Gov't Code) does not contemplate an instance where a governing body meeting might be completely virtual to avoid further spread of COVID-19. However, on March 16, 2020, the Texas Governor suspended certain requirements of the Open Meetings Act to permit open meetings to occur in a fully virtual setting (e.g., telephonic or videoconference meeting).

Pursuant to the City's Declaration of Disaster, as issued by the Mayor and approved by City Council and which may be found on the City's website, the City recommended that any public gatherings of 10 or more people in a single indoor location be canceled or postponed until further notice. Based upon this information and the Governor's most recent order, KPUB plans to hold board meetings only as necessary. When it is necessary for KPUB to hold a meeting, KPUB will convene in a virtual forum (e.g. webinar and/or teleconference) to avoid and mitigate the public health risks.

Based upon the above stated concerns and actions from the federal, state, and local governments:

1. Please be patient as KPUB implements the process and technology involved;
2. Understand that the process may change moving forward. If it does, KPUB will post such changes to its website and on the agendas; and
3. Should you wish to participate in a meeting, the earlier the better. For example, you may wish to email KPUB Staff prior to the meeting. Should you wish to address the Board, the earlier that you can call and line-up to speak the better.

Here then is the process that KPUB will use for its meeting:

1. KPUB Board meetings are recorded (audio only) and future recordings will be posted on KPUB's website.
2. Any person who wishes to address the KPUB Board must call in to the meeting by telephone between 8:00 a.m. and 8:15 a.m. A speaker must provide his/her first and last name, an address, and identify the item to address. Anyone calling after 8:15 a.m. will not be registered to speak. After registering, the speaker must remain on hold and the call will be muted until the appropriate time. The speaker will be able to hear the meeting. At some point, the speaker will be prompted to enter the discussion by stating his or her full name and address. The speaker may then speak to the Board for up to four minutes. Should the speaker get disconnected, it is the speaker's responsibility to call back.
3. A person may also submit a written comment on an agenda item, which comments will be read into the meeting record. Comments must include a name, address, and a reference to the relevant item. Comments that do not include such information will not be read and KPUB must receive all comments by 8:15 a.m.
 - a. Comments may be dropped off at the KPUB Utility Payments Drive Thru Drop-Box; or
 - b. Comments may be emailed to lgoldthorn@kpub.com.

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **OATH OF OFFICE:**

Installation of Larry Howard as Trustee

4. **APPROVAL OF MINUTES**

Discussion and consideration of the April 15, 2020, Regular Monthly Meeting Minutes

5. **CITIZEN/CONSUMER OPEN FORUM:**

Members of the public may address the Board. Prior to speaking, each speaker must sign in with their name, address and the topic to be addressed. The Board may not discuss or take any action on an item not on the agenda but may place the issue on a future agenda. The number of speakers will be limited to the first ten speakers and each speaker is limited to four minutes.

6. **ANNOUNCEMENTS OF COMMUNITY INTEREST:**

Announcements of community interest, including expressions of thanks, congratulations, or condolences; information regarding holiday schedules; honorary recognition of KPUB officials, employees; reminders about upcoming events sponsored by KPUB. No action taken.

**Please note: The June Regular Monthly Board Meeting is tentatively scheduled for Wednesday, June 17, 2020 at 8:30 a.m.*

7. **CONSIDERATION AND ACTION ON RESOLUTION NO. 20-08 – JILL SADBERRY, CFO:**

Discussion and consideration of a Resolution approving payments to various providers of services or supplies

8. **FINANCIAL REPORT – JILL SADBERRY, CFO:**

9. **CONSIDERATION AND ACTION ON MARCH 2020 QUARTERLY FUNDS REPORT – JILL SADBERRY, CFO:**

Acceptance of the March, 2020, Quarterly Funds Report as presented to the Investment Committee following the April 15, 2020, Board Meeting

10. **APPROVAL AND REPORTING OF PURCHASES AND SALES:**

- A. Fleet Purchase -Trailer Mounter Puller/Tensioner (Howard Hall, Field Services Supervisor)
- B. Fleet Sale -Unit 3225 2010 F-250 (Howard Hall, Field Services Supervisor)

11. **DISCUSSION BILL PAYMENT ASSISTANCE PROGRAM – MIKE WITTLER, CEO:**
12. **UPDATE AND DISCUSSION ON COVID-19 – TAMMYE RILEY, HR MANAGER AND MIKE WITTLER, CEO:**
13. **MOTION AND VOTE TO RECESS THE PUBLIC MEETING AND RECONVENE IN AN EXECUTIVE CLOSED SESSION:**
 - I. **EXECUTIVE CLOSED SESSION – PERSONNEL MATTERS:**

In accordance with Texas Statutes Subchapter D, chapter 551, Government Code Section §551.074, the Kerrville Public Utility Board will recess for the purpose of “Personnel Matters” regarding the following matters:

 - A. Personnel Matters

Deliberation as to Appointment of Officers to the Board of Trustees and Assignment to Board Committees
14. **CONSIDERATION AND ACTION AS A RESULT OF EXECUTIVE CLOSED SESSION:**
 - I. Appointment of Officers to the Board of Trustees and Assignment to Board Committees
15. **ADJOURNMENT**