

CITY OF HENDERSON – RECORD BOOK

Record of Minutes of A Work Session Meeting on May 19, 2020

A Work Session of the Board of Commissioners of the City of Henderson, Kentucky, was held on Tuesday, May 19, 2020, immediately following a special called meeting that began at 3:00 p.m., prevailing time, with no primary location designated for this video teleconference meeting as the result of the state of emergency declared by the President of the United States and the Governor of Kentucky due to the global COVID-19 pandemic, and in accordance with recommended and mandated precautions related to COVID-19 per the Kentucky Attorney General Opinion 20-05, public attendance was not permitted at this meeting due to the highly contagious nature of COVID-19. It is not feasible for the City to maintain order and abide by recommended and mandated precautions while providing a central physical location for public viewing. The meeting was conducted in accordance with KRS 61.826.

There were present Mayor Steve Austin presiding.

PRESENT:

Commissioner Patti Bugg
 Commissioner X R. Royster, III
 Commissioner Bradley S. Staton
 Commissioner Austin P. Vowels

CITY STAFF MEMBERS included William L. “Buzzy” Newman, Jr., City Manager; Dawn Kelsey, City Attorney (via Zoom); Maree Collins, City Clerk (via Zoom); Donna Stinnett, Community Relations Manager/Public Information Officer (via Zoom); Robert Gunter, Finance Director; *Brian Williams, Public Works Director; *Connie Galloway, Human Resources Director; *Trace Stevens, Parks Recreation and Cemeteries Director; *Heath Cox, Police Chief; *Scott Foreman, Fire Chief; Owen Reeves, Gas System Director; *Jordan Webb, Emergency Communications Director; *Greg Nunn, Information Technology Director; and *Dylan Ward, Project Manager.

ALSO PRESENT: Douglas White, *The Gleaner* (via Zoom)

THE FOLLOWING AGENDA ITEMS WERE DISCUSSED:

1. Review and Discussion of 2020-2021 Draft Operating Budget
 - ✓ City Manager William L. “Buzzy” Newman, Jr. gave opening remarks regarding the draft budget and an overview of the overall approach to the budget process this year. Mr. Newman reported a number of decreases in expenses including reduced Travel/Training, capital improvement projects, and position reductions have been made over previous budgets in anticipation of budgetary issues in the coming year due to COVID-19.
 - ✓ Mr. Newman reviewed plans to reorganize positions in the Administrative department including having the Safety Coordinator report directly to the City Manager and the HWU General Manager; move the Administrative Liaison position to full-time in the Code Enforcement division; and to establish a secretarial position to be shared between the City Manager and City Clerk divisions; and in anticipation of upcoming retirements other positions will be reviewed in the near future.
 - ✓ *Due to COVID-19 health and safety guidelines, each department head came into the room individually to present a brief overview of their budget and answer any questions that arose.
- ✓ DISCUSSION WAS HELD relating to the uncertainties of revenues over the next several months due to the closures caused by the COVID-19 pandemic; that only necessary expenditures would be allowed from now until the end of the fiscal year; that only necessary expenditures would be approved during the first quarter of the new budget to be reviewed and readjusted as the year progresses; the paving list was reviewed; and that a portion of the increase in the Insurance

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Premium Tax should be set-aside to be used for future capital projects and debt payments.

NO FORMAL ACTION WAS TAKEN BY THE BOARD OF COMMISSIONERS.

MEETING ADJOURN:

MOTION by Commissioner Staton, seconded by Commissioner Bugg to adjourn.

The vote was called. On roll call, the vote stood:

- Commissioner Vowels --- Aye:
- Commissioner Bugg ---- Aye:
- Commissioner Royster -- Aye:
- Commissioner Staton ---- Aye:
- Mayor Austin ----- Aye:

WHEREUPON Mayor Austin declared the work session adjourned at approximately 7:00 p.m.

ATTEST:

Maree Collins, CKMC
City Clerk,

Steve Austin, Mayor
July 14, 2020