



PUBCAP Meeting

• • • Wednesday, January 17, 2024



Call Open Meeting To Order



Approval of Minutes



Old Business



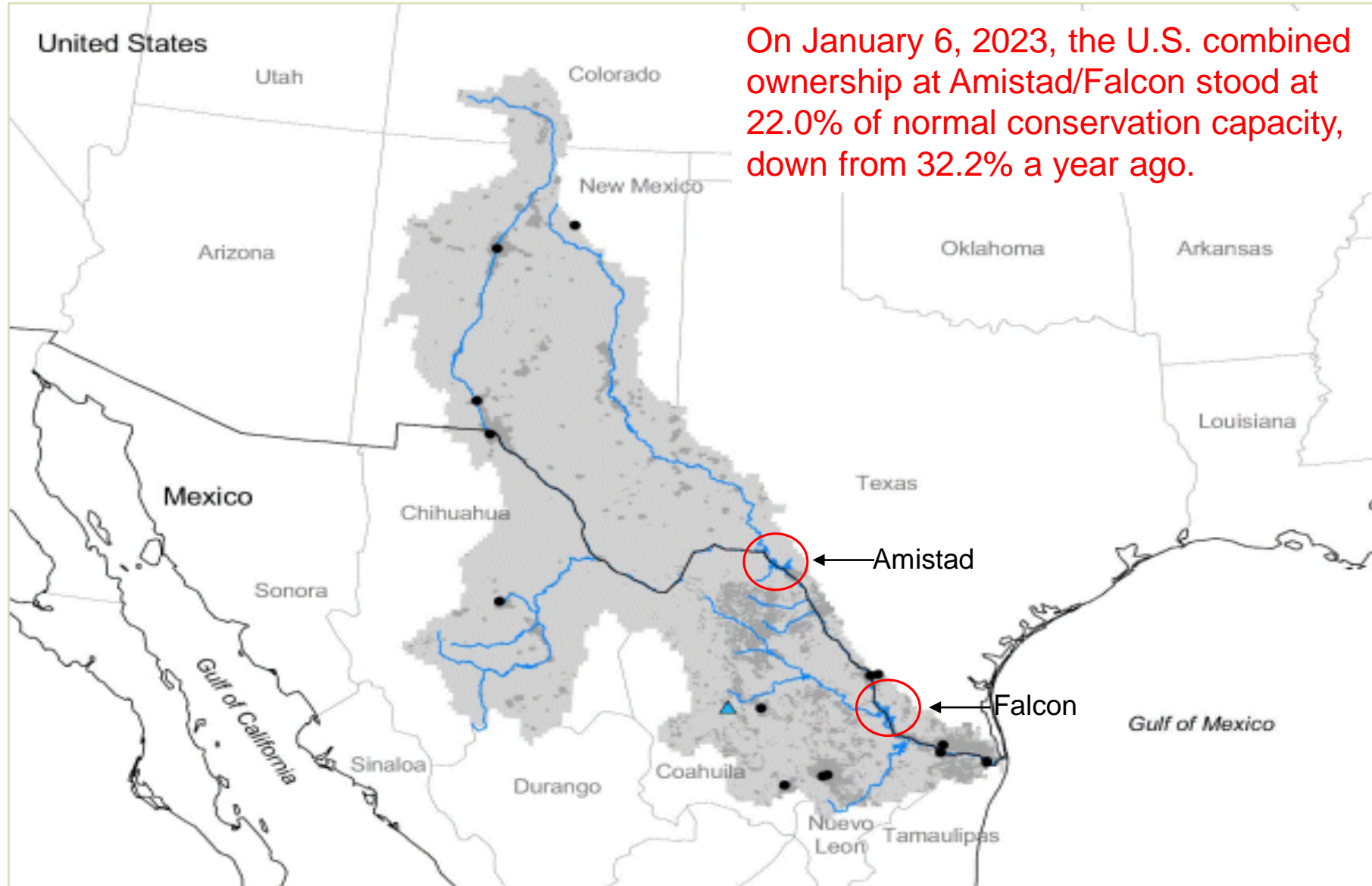
New Business



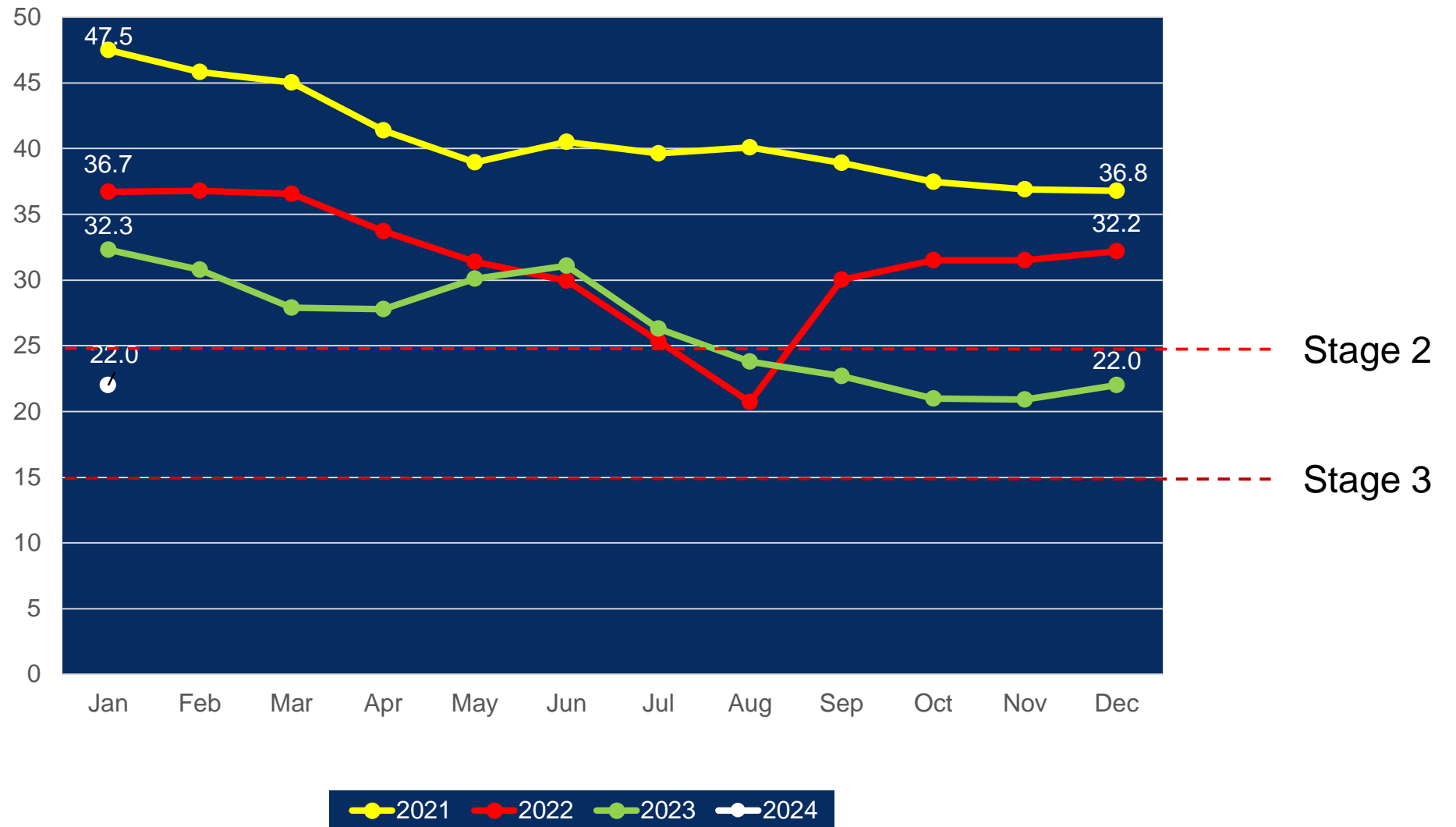
Drought Update & Water Conservation Tips

January 17, 2024

Rio Grande Watershed



U.S. Combined Ownership at Amistad/Falcon

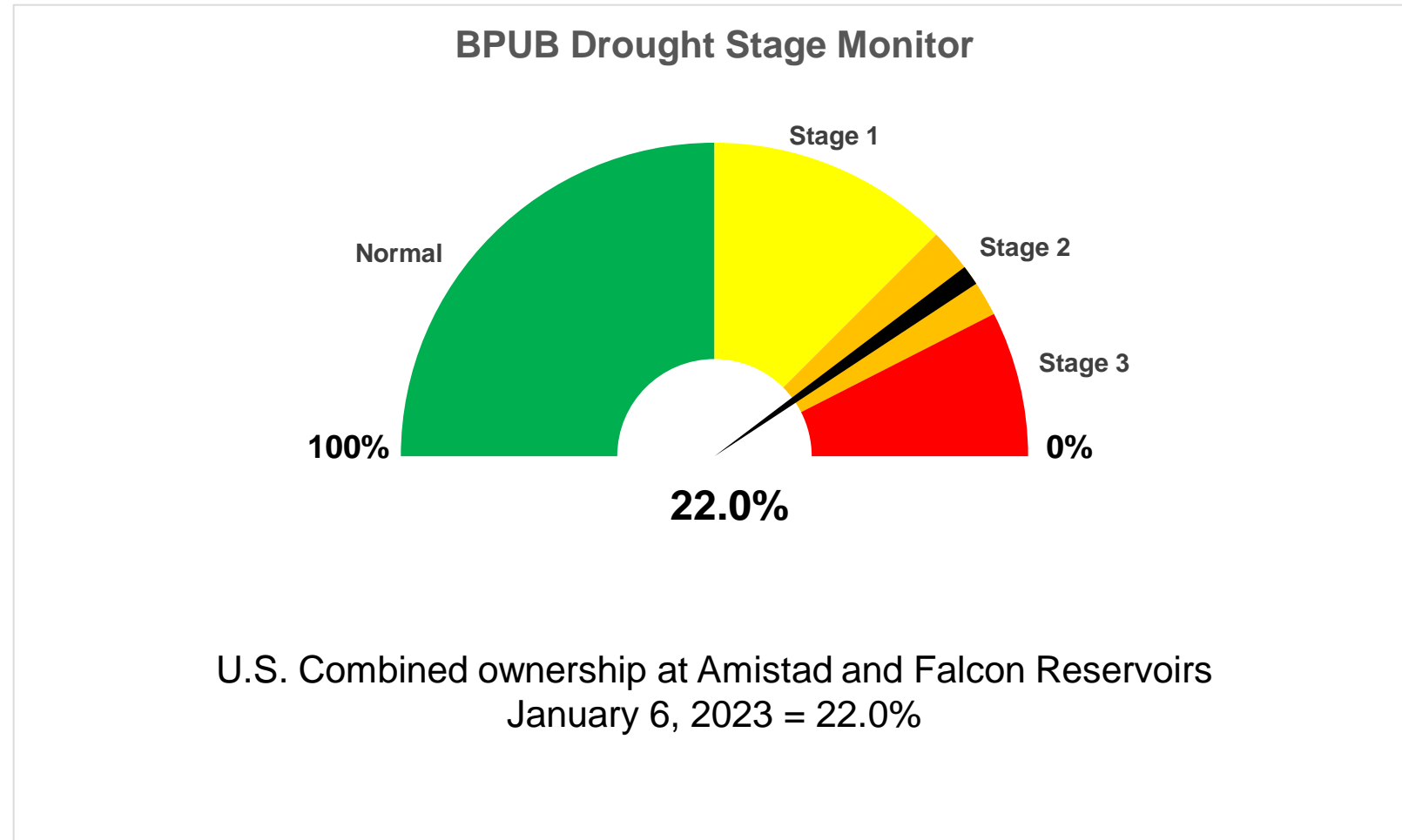


Stage 1 – 51%
Voluntary

Stage 2 – 25%
Restrictions

Stage 3 – 15%
Surcharges

Stage 4 – Emergency
Rationing



Implementation

The Brownsville PUB's General Manager & CEO, or his/her designee, and the Mayor of the City of Brownville, or his/her designee, shall have the authority to implement the Drought Contingency Plan and be responsible for initiation and termination of applicable drought response stages.

The General Manager & CEO, or his/her designee, shall have the authority to implement the water use restrictions.

Stage 2 – Guidelines for Initiation

Condition 1

U.S. water stored in reservoirs reaches 25%

Condition 3

Line breaks, pump or system failure due to hurricanes, flooding, freezes, and/or some other natural or man-made cause will result in unprecedented loss of capability to provide service

Condition 4

Peak demands on the BPUB's water distribution and/or treatment plants are nearing capacity levels and will place a strain on the system(s)

Condition 2

Annual allotment may be exhausted

Condition 5

Contamination of the water supply and/or transmission & distribution system due to hurricanes, freezes, and/or some other natural or man-made cause may result in unprecedented loss of capability to provide service.

Landscape Irrigation

Stage 2 Restrictions

Allowed

- Any Time
 - Hand-Held Garden Hose
 - Soaker Hose
 - Drip Irrigation System
 - Five (5) gallon or smaller bucket/water can

Restricted

- Two (2) Times Per Week on Scheduled Dates
 - Midnight through 7:00A.M.
 - 7:00P.M through Midnight
- Hose-end Sprinkler
- Irrigation system (computer and non-computer controlled)

Watering Schedule

Last Digit of Service Address	Watering Days
0 or 1	Monday, Saturday
2 or 3	Tuesday, Saturday
4 or 5	Wednesday, Saturday
6 or 7	Thursday, Sunday
8 or 9	Friday, Sunday

Example:

1425 Robinhood Dr.

**Watering Days
Wednesday and Saturday**

Landscape Variance

Stage 2 Restrictions

Landscape Variance

- New landscape plants and/or sod requiring daily watering.
 - Property owners will apply for watering variance via mail, e-mail, or website.
 - BPUB will review submittal and issue authorization notification, if granted.

Variance Approval

- Approval lasts four (4) weeks.
 - Calculated from the day of planting.
- Renewal/Extension available for an additional four (4) weeks.
 - Need to reapply and be granted approval.

Vehicle Washing

Stage 2 Restrictions

Residential

- Two (2) Times Per Week on Scheduled Dates
 - Midnight through 10:00A.M.
 - 7:00P.M through Midnight
 - Use bucket (not to exceed 5 gallons)
 - Use positive shutoff nozzle
- Car Wash Fundraisers
 - Same schedule as residential.

Commercial

- Allowed at any time.

Recommendations

- BPUB recommends vehicles not be washed more than two (2) times per month.

Stage 2 Restrictions



Prohibited

- Non-essential Washing
 - Sidewalks
 - Driveways
 - Parking Lots
 - Homes
- Water for Dust Control
- Flushing gutters
- Failing to repair water leak

Stage 3 – Guidelines for Initiation

Condition 1

U.S. water stored in reservoirs reaches 15%

Condition 3

Major line breaks, pump or system failure due to hurricanes, flooding, freezes, and/or some other natural or man-made cause may result in unprecedented loss of capability to provide service

Condition 4

Peak demands on the BPUB's water distribution and/or treatment plants has exceeded capacity levels for 3 days and has place a strain on the system

Condition 2

Annual allotment may be exhausted

Condition 5

Contamination of the water supply and/or transmission & distribution system due to hurricanes, freezes, and/or some other natural or man-made cause will result in unprecedented loss of capability to provide service.

Landscape Irrigation

Stage 3 Restrictions

Allowed

- Any Time
 - Hand-Held Garden Hose
 - Soaker Hose
 - Drip Irrigation System
 - Five (5) gallon or smaller bucket/water can

Restricted

- One (1) Time Per Week on Scheduled Date
 - Midnight through 7:00A.M.
 - 7:00P.M through Midnight
- Hose-end Sprinkler
- Irrigation system (computer and non-computer controlled)

Landscape Variance

Stage 3 Restrictions

Landscape Variance

- New landscape plants and/or sod requiring frequent watering.
 - Property owners will apply for watering variance via mail, e-mail, or website.
 - BPUB will review submittal and issue authorization notification, if granted.

Variance Approval

- Approval lasts four (4) weeks.
 - Calculated from the day of planting.
 - Follow Stage 2 Water Schedule.
- Renewal/Extension available for an additional four (4) weeks.
 - Need to reapply and be granted approval.

Vehicle Washing

Stage 3 Restrictions

Residential

- One (1) Time Per Week on Scheduled Date
 - Midnight through 10:00A.M.
 - 7:00P.M through Midnight
 - Use bucket (not to exceed 5 gallons)
 - Use positive shutoff nozzle
- Car Wash Fundraisers
 - Prohibited

Commercial

- Allowed at any time.

Recommendations

- BPUB recommends vehicles not be washed more than two (2) times per month.

Resacas

Stage 3 Restrictions

Prohibited

- Use of water from scenic and recreational ponds and lakes (resacas).
- Pumping water into resacas

Surcharges

Stage 3

Residential

- Water Use
 - 10,000 gallons
 - More than 10,000 gallons
 - ✓ 1.5 x Current Water Rate

Commercial

- Water Use
 - 80% of 12 month average
 - More than 80% of 12 month average
 - ✓ 1.25 x Current Water Rate

Irrigation

- Water Use
 - Last Residential Rate Block
 - ✓ 1.5 x Current Water Rate

Water Conservation Tips

Use a glass of water when brushing teeth.

Use a basinet when washing dishes.

Use the washing machine with full load.

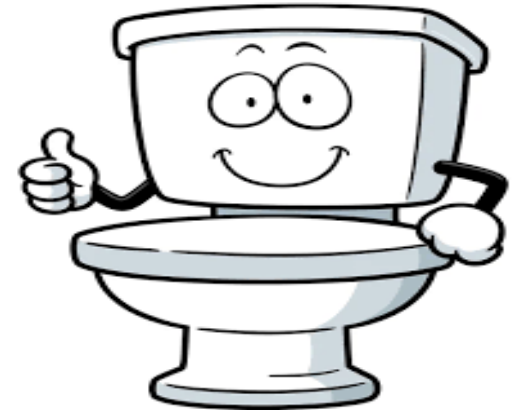
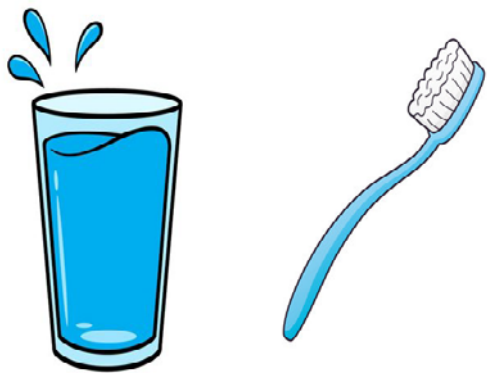
Upgrade toilet to use less water. Use toilet tank bank.

Save an average 1-2 gallons of water.

Save an average 5 gallons of water per wash.

Save an average 6-14 gallons of water per wash.

Save an average 1-3 gallons of water per flush.



**Instead of
baths take
showers of 5
minutes.**

**Save an average
3-20 gallons of
water per shower.**



**Use a bucket of
water to wash
car.**

**Save an average
10-50 gallons of
water per wash.**



**Check for leaks
around the
house or
business.**

**Save an average
1-1000 gallons of
water per month.**



**Water plants
early morning
or late evening.**

**Save an average
5-50 gallons of
water.**





Conserve Water Every Drop Counts

Guadalupe Garcia III
Water Resources Administrator

www.brownsville-pub.com

www.brownsville-pub.com/drought



SHARE Program Updates and Fund Reappropriation

1/17/2024

Objectives and Program Goal

- The SHARE Program is meant to help BPUB customers who are in financial distress, are elderly, have extreme medical expenses, are disabled, have funeral expenses or experience recent unemployment.

- Amendments requested to the BPUB Board in November 2023:
 1. Update The SHARE Program Guidelines to Remove the Emergency Rider for COVID-19 Outbreak and
 2. to Reappropriate COVID-19 Program Funds to The SHARE Program

Timeline

- ❖ On March 26, 2020 BPUB enacted COVID-19 Pandemic Response Plan
- ❖ On April 13, 2020 the Brownsville Public Utilities Board voted to:
 1. Allocate surplus Improvement Funds in the amount of \$2M to an Expanded SHARE fund for COVID-19 Customer Relief
 2. Amend the criteria of the SHARE program
 - The COVID -19 Emergency Rider extended assistance to customers who are either underemployed or unemployed due to the COVID – 19 outbreak.
- ❖ On March 10, 2023, BPUB announced deactivation of the COVID-19 Pandemic Response Plan
- ❖ May 11, 2023 marked the end of the Federal COVID-19 Public Health Emergency (PHE) Declaration

Program Funding

SHARE assistance is funded through BPUB employee and customer donations and BPUB sponsored events.


Here are the donation amounts from 2020 until 2023.

Year	Amount
2020 Total	\$ 25,107.02
2021 Total	\$ 10,176.33
2022 Total	\$ 28.79
2023 Total	\$ 39.52
Grand Total	\$ 35,351.66

Requested Changes

1. Remove the COVID -19 Emergency Rider and
2. Reappropriate COVID-19 program funds, currently 1.3M to the SHARE program.

Proposed Change



BROWNSVILLE
PUBLIC UTILITIES BOARD

SHARE Program (SHARE)
Emergency Rider for COVID-19 Outbreak
Guidelines as Amended on May 22, 2020

The SHARE Program is meant to help BPUB Customers who are in financial distress due to low income or recent extreme expenses, and need aid with their BPUB utility bill due to the COVID-19 virus. Subject to funding allocations by BPUB, the Share program would be available to a BPUB residential customer who demonstrates that (s)he satisfies at least one of the following program requirements:

- Low Income
- Elderly – 62 years or older
- Medical Expenses
 - Must be able to document unusually high medical expenses.
- Disabled
 - Provide documents of disability
- Funeral Expenses
 - Recent paid receipts totaling \$250.00 or more within a six-month period
- Recent Unemployment
 - Documents of unemployment
- ~~Customers who are either underemployed or unemployed due to the COVID-19 outbreak~~


Limitations

- Arrears
 - Customer cannot be past due more than 2 months on their account
- Bill Due Date
 - Customers can only be assisted on bill that is past due
- \$200.00 limit per client per month, may cover multiple bills.
- BPUB customer may be assisted in 2 month increments.

~~Emergency Rider~~

~~In times of emergency, such as a state-wide or local emergency declaration, BPUB may augment or amend the above terms of the program for a period of time. Instructions would be set forth in a letter (may be electronic) from BPUB.~~





BROWNSVILLE
PUBLIC UTILITIES BOARD

SHARE Program (SHARE)
Guidelines as Amended on October 30, 2023

The SHARE Program is meant to help BPUB Customers who are in financial distress due to low income or recent extreme expenses, and need aid with their BPUB utility bill. Subject to funding allocations by BPUB, the Share program would be available to a BPUB residential customer who demonstrates that (s)he satisfies at least one of the following program requirements:

- Low Income
- Elderly – 62 years or older
- Medical Expenses
 - Must be able to document unusually high medical expenses.
- Disabled
 - Provide documents of disability
- Funeral Expenses
 - Recent paid receipts totaling \$250.00 or more within a six-month period
- Recent Unemployment
 - Documents of unemployment

Limitations

- Arrears
 - Customer cannot be past due more than 2 months on their account
- Bill Due Date
 - Customers can only be assisted on bill that is past due
- \$200.00 limit per client per month, may cover multiple bills.
- BPUB customer may be assisted in 2-month increments.

Board Approval

On November 13, 2023, the BPUB Board approved to update the SHARE Program guidelines to remove the Emergency Rider for COVID-19 Outbreak and to reappropriate COVID-19 program funds to the SHARE program.

BPUB Community Partnership

- BPUB is focused on providing relevant and beneficial information to our community.
- BPUB began and will continue to hold ongoing, 30-minute information meetings on-site as well as virtually.
- Ten (10) sessions, between November 28, 2023 and January 12, 2024, have been made available to discuss Project SHARE with BPUB customers.

Questions





Talent Acquisition & Staffing

PUBCAP PRESENTATION



Talent Acquisition & Staffing Department

Recruitment, Hiring, and Retention

What we Do

- Identify, Recruit, and Retain Top Talent for BPUB
 - Strategies
 - Tactics
 - Processes
- Develop, Implement, and Evaluate Programs
 - Sourcing
 - Recruiting
 - Hiring
- Assess Workforce Needs

Recruitment Strategies

APPLICANT TRACKING SYSTEM



- Advertising
- Screening
- Candidate Sourcing

RECRUITING SITES

- Work in Texas
- Strategic Government Resource (SGR)
- Texas Municipal League (TML)
- American Public Power Association (APPA)
- LinkedIn
- Handshake
- Indeed
- Glassdoor

Hiring Strategies

SELECTION PROCESS

- Interviews
- Assessments
- Pay Rate Analyses
- Benefits
- Job Offers
- Adverse Action

PREEMPLOYMENT PROCESS



Retention Strategies

- The Goal:
 - To retain a Talented and Productive Workforce
 - Compensation
 - Title
 - Assignments
- Benefits of BPUB's Retention Strategies:
 - Retain Top Talent
 - Continued Productivity
 - Avoid Costly Turnover
 - Reduce Recruitment Costs



Internships

- College Internship Program (Summer)
 - Juniors, Seniors, and Graduate Students
 - Paid
 - Full-time
 - 6-10 Students/Year
- TSC Accounting Internship Program
 - Open to Students in their Final Semester
 - Non-Paid
 - College Credit
 - Part-time
 - 1-2 Students/Year



2023 Recruitment Statistics

- Applications Received - 1400
- Job Advertisements - 75
- Average Applications per Posting - 19
- Average Days to Fill a Posting – 68 Days
- Interviews - 320
- Fulltime Job Offers - 138



Questions?

Thank you!



Public Comments



Next Meeting Date

FEBRUARY 21, 2024



Adjournment
