



## **ALTERNATIVE CITIZEN/PUBLIC PARTICIPATION GUIDELINES (Due to COVID-10 Pandemic Disaster Declaration)**

***Despite the necessity to restrict public access to Kerrville City Council meetings in the interest of public health during the COVID-19 pandemic, citizens and visitors are welcome to participate in Kerrville City Council meetings in several alternative ways as outlined below.***

### **Instructions for callers:**

Dial one of the following numbers:

877 853 5247 (Toll Free) or

888 788 0099 (Toll Free)

If you cannot get through on one of the numbers due to network congestion, please try the other number.)

When your call is answered you will hear "Welcome to Zoom, enter your Meeting ID followed by pound." Enter in the Meeting ID below followed by the pound sign (#).

The Meeting ID is **964-9598-4601#**

If the moderator has not started the meeting yet, you will hear "The meeting has not started yet, please hold or call back later." If you decide to call back later, do so before 5:45 p.m.

Once you have called into the meeting, your microphone will be placed on mute and your call will be placed in the call queue. At this point, you will hear silence on the phone. Please do not hang up. The moderator will unmute your microphone as he/she is going down the list. Once the meeting has started, you will be able to listen to proceedings even if your microphone is muted.

The moderator will be accepting calls starting at 5pm. Place your call before the 5:45 p.m. deadline to participate in order to allow time for calls to be loaded and queued. Calls made after this time will not be answered.

### **Instructions for written comments:**

Written comments will be read into record, and can be provided in two different ways:

**OPTION 1 by hard copy** – Comments may be dropped off at the City Hall Utility Payments Drop-Box on the north side of City Hall by 5:45 p.m. the evening of the Council meeting. You are required to provide your first and last name, address, and identify the item you wish to comment on.

**OPTION 2 by email** - Comments can be emailed to **shelley.mcelhannon@kerrvilletx.gov** and must be received by 5:45 p.m. the evening of the Council meeting. You are required to provide your first and last name, address, and identify the item you wish to comments on.

For either option, provide **all required information** in order for your comments to be accepted. Thank you for your participation!



## KERRVILLE CITY COUNCIL MEETING AGENDA

**APRIL 28, 2020, 6:00 PM**

**701 MAIN STREET, KERRVILLE, TEXAS  
CITY HALL, COUNCIL CHAMBERS**



### ***Council Meeting Procedures during Disaster Period***

COVID-19 (Coronavirus) provides a unique concern in that gathering members of the public, City Council, and City 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 Governor's most recent order and in an effort to avoid and mitigate health risks, the City plans to hold Council meetings only as necessary. When it is necessary for Council to hold a meeting, City Council will convene in a virtual forum (e.g., webinar and/or teleconference) and attendance will be limited to only those persons essential to holding the meeting.

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

1. please be patient as the City implements the process and technology involved;
2. understand that the process may change. If it does, the City will post such changes to its website and on the agendas; and
3. should you wish to participate in a meeting, keep in mind "the earlier the better". For example, you may wish to email City Council prior to the meeting. Should you wish to speak to Council, the earlier that you call and line-up to speak the better.

City Council will use the following process for its meeting:

1. Citizens may view and hear City Council meetings on Spectrum Channel 2 or by live-streaming via the City's website ([www.kerrvilletx.gov](http://www.kerrvilletx.gov)).
2. City Council meetings are recorded and recordings are posted on the City's website.
3. Should the Council meeting stop broadcasting, the City will attempt to solve the issue and restart the broadcast. If unable to fix the issue after a reasonable period of time (e.g., 5 minutes), Council will adjourn the meeting. If this occurs, the City will provide notice on its website.
4. Any person who wishes to speak to City Council on an agenda item must call in to the City by telephone between 5:00 p.m. and 5:45 p.m. A speaker must provide his/her first and last name, an address, and identify the item to address. Anyone calling after 5:45 p.m. may not 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 Council for up to four minutes. Should the speaker get disconnected, it is the speaker's responsibility to call back.

#### **WRITTEN COMMENT**

5. A person may also submit a written comment on an agenda item. Comments will be read into the meeting record. Comments must include full name, address, and relevant item. Comments that do not include such information will not be read and the City must receive all comments by 5:45 p.m. the day of the meeting.
  - a. Comments may be dropped off at the City Hall Utility Payments Drop-Box; or
  - b. Comments may be emailed to [shelley.mcelhannon@kerrvilletx.gov](mailto:shelley.mcelhannon@kerrvilletx.gov).



**KERRVILLE CITY COUNCIL MEETING AGENDA**  
**APRIL 28, 2020, 6:00 PM**  
**701 MAIN STREET, KERRVILLE, TEXAS**  
**CITY HALL, COUNCIL CHAMBERS**



**CALL TO ORDER:**

**INVOCATION AND PLEDGE OF ALLEGIANCE:**

*Led by Councilmember Delayne Sigerman*

**1 CONSENT AGENDA:**

*These items are considered routine and can be approved in one motion unless a Councilmember asks for separate consideration of an item. It is recommended that the City Council approve the following items which will grant the Mayor or City Manager the authority to take all actions necessary for each approval:*

- 1.A. Resolution No. 08-2020. A Resolution authorizing the submission of a grant application to the Office of the Governor, Public Safety Office, by the City of Kerrville for the purchase of a Mobile Command Center.

Attachments:

[20200428\\_Resolution\\_08-2020 Grant Application for Purchase of Mobile Command Center.pdf](#)

- 1.B. Minutes for the City Council meeting held April 14, 2020.

Attachments:

[20200428\\_Minutes\\_regular Council meeting 4-14-20 6pm.pdf](#)

**END OF CONSENT AGENDA**

**2 INFORMATION & DISCUSSION:**

- 2.A. Financial update for the month ended March 31, 2020.

Attachments:

[20200428\\_Presentation\\_March 2020 financial presentation.pdf](#)

**3 CONSIDERATION AND POSSIBLE ACTION:**

- 3.A. Resolution No. 09-2020. A Resolution authorizing the submission of a grant application to the Office of the Governor, Criminal Justice Division, by the City of Kerrville for eligible COVID-19 related expenses.

Attachments:

[20200428\\_Resolution\\_09-2020 Grant Application for Covid-19 Related Expenses.pdf](#)

- 3.B. Briefing and possible action as to the City's ongoing preparedness and response to COVID-19 (Coronavirus).

**ADJOURNMENT**

The facility is wheelchair accessible, and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this event. Please contact the City Secretary's Office at 830-257-8000 for further information.

I hereby certify that this agenda was posted as notice of the meeting on the bulletin board at the City Hall of the City of Kerrville, Texas, and on the City's website on the following date and time: April 24, 2020 at 5:00PM and remained posted continuously for at least 72 hours preceding the scheduled time of the meeting.

Kayla McInturff

Kayla McInturff, Deputy City Secretary, City of Kerrville, Texas