



## Legislation Text

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**File #:** Pres 21-204, **Version:** 1

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### Hybrid Council Meeting Update

#### **Summary & Background Information:**

In March 2020, the United States began seeing the first cases of COVID-19. In response to this pandemic, numerous governmental agencies shut down facilities, stopped services, and began allocating resources to responding to the pandemic. Former City Manager McBroom issued a declaration declaring an emergency in Commerce City. City Council held a special meeting on March 13, 2020 and passed ordinance 2271 which laid out emergency and electronic meeting procedures and provided for remote meetings to take place during the pandemic in the interest of public welfare.

City staff swiftly researched and implemented software and procedures to provide for remote meetings. The city began using Zoom Webinar to conduct its electronic meetings. During the months of March and April, city council only held special meetings to consider critical business. At the April 20 special meeting, council voted to reinstate regular meetings and study sessions via Zoom Webinar. Since May, council has conducted its regular meetings and study sessions via Zoom Webinar.

In September 2020, Council requested staff to research the technology and resources needed to conduct hybrid council meetings. Hybrid meetings would provide for some combination of council, staff, and the public to participate and view city council meetings remotely and in-person. Staff compiled information on hybrid city council meetings and presented to Council on October 5, 2020. City Council directed staff to continue conducting City Council meetings virtually.

In March 2021, Council requested staff provide information on the resources needed to conduct hybrid meetings. Staff has updated the presentation for Councils review and consideration.

**Staff Responsible (Department Head):** Dylan A. Gibson, City Clerk

**Staff Presenting:** Dylan A. Gibson, City Clerk

**Financial Impact:** \$20/hour for Guest Relations staff to facilitate members into the Civic Center  
\$34/hour for Security Officers to facilitate members into the Council Chambers  
Approximately 20 hours additional of staff time spent on Council meetings each month

**Funding Source:** Unknown at this time.

**Staff Recommendation:** Continue with virtual meetings until support staff are fully vaccinated and Adams County is at the Blue Phase of the state's COVID-19 Dial.

**Suggested Motion:** N/A