



STAFF REPORT
City of Dripping Springs
PO Box 384
511 Mercer Street
Dripping Springs, TX 78620

Submitted By: Andrea Cunningham, City Secretary

Council Meeting Date: November 2, 2021

Agenda Item Wording: **Discuss and consider approval of a Resolution authorizing the use of Coronavirus Local Fiscal Recovery Funds (CLFRF) for purchases related to public health and other emergencies, and authorization for the City Administrator to negotiate and execute contracts and agreements related to purchases. Sponsor: Mayor Foulds, Jr.**

Agenda Item Requestor: Andrea Cunningham and Roman Baligad

Summary/Background: In the wake of the Coronavirus Pandemic, it was recognized that the City's audio and video capabilities were not suitable for remote access and internet production of meetings subject to the Texas Meetings Act, allowing for remote viewing and participation in meetings where the public is unable to attend in the event of an emergency or disaster. Additionally, it has also been identified that in the event of a power outage the City does not have the necessary capability of supply power to essential facilities.

The emergency generator modification proposal will allow the generator to be used at either Ranch Park or City Hall in order to supply power during a power outage resulting from a storm or other event. Having emergency power available at City Hall is a part of the Continuity of Operations Plan. Ranch Park is a designated shelter and backup location for an emergency operations center in the City's adopted Basic Plan. Also, Ranch Park is used as a pandemic testing and vaccination site.

In order to ensure that the City has the necessary capabilities to hold public meetings in the event of emergencies where public access to buildings is not feasible, staff is requesting upgrades to audio and video capabilities to allow for remote viewing and participation. Staff is requesting to continue to work with Pathway Communications who have assisted with current audio and video needs, creating a more streamlined equipment purchases and installation. Pathway Communications is well versed in the audio and video needs of public entities and has worked with several local governmental jurisdictions including but not limited to Dripping Springs ISD, Hays ISD, and Hays County. The following items have been quoted for equipment purchase and installation:

- **HDMI Extender:** Relocation of floor plate behind dais to the rear wall located at the back entrance of the room, and extension of the HDMI interface. Relocation will eliminate cording behind the dais and create a centralized location for this interface, which will carry 4K signals allowing for more efficient use.
- **Confidence Monitor:** Installation of 85” LED Screen extending from the ceiling to allow meeting body members to view presentation materials without have to turn their backs to the audience.
- **Replacement of Audio Processor:** The current audio processor was inherited when the City moved into this building. While it is still in working order, it does not have the capabilities necessary to run the audio equipment needed to provide remote access and participation.
- **Shure MX Wireless Microphone System:** Currently the City’s microphone inventory is not adequate for the number of meeting participants, and the quality of those microphones is not up to the standards needed for clear and coherent sound. The Shure Microphone system is automated, is simple to use with an audio network interface that can switch frequencies automatically in the event of audio interference or feedback. Additionally, the desktop gooseneck design is slim and sleek, and the microphone itself is dynamic in that it eliminates background noise focusing on the sound coming from the speaker. The Microphone System will also allow users to mute and unmute themselves on the device.

Recommended Council Actions:

Staff recommends approval of the use of CLFRF funds for purchases related to Council Chambers AV Upgrades and for the purchase of a generator.

Attachments:

1. HDMI Extender Proposal
2. Confidence Monitor Proposal
3. Audio Processor Replacement Proposal
4. Shure MX Wireless Microphone System
5. Generator Proposal

Next Steps/Schedule:

If approved:

1. Sign and return proposals
2. Work with Finance on allocation of funds and any necessary purchase orders
3. Work with City Administrator on execution of necessary agreements.
4. Schedule installation of equipment.