

# City of Boerne

March 20, 2020 Update – currently 2 confirmed cases in Kendall County  
(this is a constantly changing document and is not all-inclusive)

## COVID responses/actions

- **2<sup>ND</sup> DECLARATION OF PUBLIC HEALTH EMERGENCY ISSUED – SCHOOLS TO CLOSE FOR 2 WEEKS; BARS, RESTAURANTS TO-GO ONLY; FOLLOW CDC GUIDELINES; AVOID CLOSE CONTACT**
- **BEGINNING 3/23 – 4/3, CITY EMPLOYEES, EXCEPT POLICE AND FIRE PERSONNEL, ARE OPERATING ON MODIFIED WORK SCHEDULES TO MINIMIZE INTERACTIONS WITHIN OFFICES AND AMONG FIELD CREWS. STAFF IS COMMITTED TO PROVIDING ESSENTIAL CITY SERVICES AND WILL GET THEIR JOBS DONE WITH LIMITED PERSONAL CONTACT.**

## City operations update – new info is highlighted in each service category

### Police and Fire Departments

- Captain Steve Perez is our Emergency Management Coordinator.
- Police and Fire are conducting business as usual to keep everyone at peace and not instill panic.

### City Hall

- All staff and visitors are to use the Main Entrance doors to City Hall.
- Standard hours effective 3/23 will be 8am to 5pm for all employees
- Visitors are being visually screened, temperature scanned, COVID-19 visitor questionnaire required
- City Hall is closed to the public unless an appointment is made between the hours of 9am – 11am or 1pm – 3pm.

### Boerne Utilities

- Customer Service windows are closed; parking lot drop box being checked through out the day for payments
- Utilities customers being encouraged to pay bills online using various payment options or over the phone
- Customer service reps continue taking phone calls and answering questions

## Patrick Heath Public Library

- Curbside pick and BOOKDROP are closed as Saturday, March 21.
- Closed to the public through Saturday, March 28. Staff will be available via text at 830-308-4606 or call the library during regular hours at 830-249-3053. Fines will not accrue during this time and due dates may be extended.
- All programming has been suspended until March 30.
- Exterior spaces will be open to access WIFI.
- Library news available through social media and website at [www.boernelibrary.org](http://www.boernelibrary.org).
- Conduct library business on their app " PhDigital"
- Patrons may reserve items online and pick them at curbside. This service is available Monday—Thursday 9am-7pm and Friday 9am-6pm.
- Facebook Live Storytimes happening each Wednesday and Thursday at 10:30am

## Parks and Community Services Department

- All city public playgrounds are closed until further notice.
- Boerne City Lake, City Park, River Road Park, Veterans Park, Northside Community Park and all Trails are open; all public restrooms and water fountains are closed.
- All programs and events scheduled on City of Boerne facilities have been canceled through the end of March.

## Animal Services

- The Boerne Animal Care Service Office is closed to the public.
- Staff will be available via phone and e-mail and at the shelter during regular weekday business hours at 830-249-2456. Monday – Friday, 8:00 am – 5:00 pm.
- Latest news, as well as animals up for adoption is available through social media and their website at <http://www.ci.boerne.tx.us/79/Animal-Services>.

## Municipal Court

- Court lobby remains open.
- Boerne Municipal Court will be rescheduling all dockets.

- If anyone was scheduled to appear before Judge Phillips on March 18, April 1, April 15, or May 6, 2020, they will receive a written notice from the Court advising of the new date, and time of your hearing, or trial.
- People can submit payments online or by mail.

## **Convention and Visitors Bureau**

- The Visitors Center is closed to the public.
- Staff is available via phone and email
- Tourism updates are provided through social media and the CVB website.

## **Human Resources**

- If travel plans are made, employees should reconsider, if possible. Stay in Boerne area and away from populated areas.
- Encouraging staff to take care of themselves and follow CDC guidelines
- Temporary adjustments in place for personnel policies that relate to employee benefits.

## **Code Enforcement**

- Waive enforcement of temporary signage with regard to advertising for curb-side pick-up and directional signage directing citizens to areas for safe pick-up.
- Taking all application and payments online.
- Staff is available via phone and email.
- Make available permit application and drop box in City Hall foyer.
- Contacted all contractors regarding inspection for health safety.
- Inspections carry on as before with the stipulation that no trades can be on the job site for new single-family residence construction.
- Working toward getting plan review done using email.

## **Public Utilities Services**

- Forms for utility applications (new utility service or upgrades) are available in the first-floor entrance lobby.

- Staff has been instructed to assist customers with filling them out via telephone and accepting verbal confirmation for what would normally be signed.
- Instructing customers needing to pay impact fees for new utility services to use the payment drop box just like customers use to pay their bills.

### Special Projects

- Special Events is maintaining normal hours, 8 AM to 5 PM, Mon-Fri
- Visitors must make arrangements in advance to meet us at City Hall.
- Staff is available via phone and email during normal hours.
- Updates regarding Hill Country Mile businesses and events will be shared through social media via HCM FB page, and to the Boerne Retailers page (closed group) as appropriate.

## List of known Canceled or Postponed Community Events and public meetings

Dates: March 18-May 2, 2020

1. **March 20, 2020:** Skate Battle canceled event.
2. **March 21, 2020:** Family Fair canceled event.
3. **March 21, 2020:** Soda Pops Hot Rod Night 10<sup>th</sup> season Kick-Off is canceled.
4. **March 21:** Opening of new Art al Fresco Sculpture exhibit postponed; new date TBD
5. **March 21, 2020:** Retailer's Style Show and Shopping Event; postponed until May 16.
6. **March 23, 2020:** Citizen's Law Enforcement Academy 2020 postponed; new date TBD
7. **March 28, 2020:** Italian Car show postponed; new date TBD.

8. **March 28, 2020:** Boerne City Limits canceled their event at the Amphitheater.
9. **March 28, 2020:** The AgriCultural Gala has postponed their event to Fall 2020.
10. **March 28, 2020:** Bluegrass Jam at The Agricultural; live streaming on FB 1-2 PM.
11. **March 29, 2020:** Jump In 1910 Church has canceled their event at Main Plaza.
12. **April 2, 2020:** Diva Night will be postponed; new date TBD
13. **April 4, 2020:** Boerne Easter Egg Hunt has been canceled.
14. **April 4, 2020:** Bier Fest has postponed this event; new date TBD.
15. **April 4, 2020:** Picnic in the Park has canceled their event at the Amphitheater.
16. **April 4, 2020:** Hot Rod Night canceled event.
17. **April 11, 2020:** Boerne Market Days Bluebonnets and Bluegrass Festival and Market Saturday / check w/Parks
18. **April 12, 2020:** Church on the Square **has not** canceled their event at the Plaza.
19. **April 18, 2020:** Corvette show has been postponed, this event may move to November 2020, new date TBD
20. **May 2, 2020:** Boerne .5K has been postponed; new date TBD.