



ZOOM MEETINGS PARTICIPANT GUIDE

**A ZOOM ACCOUNT IS NOT REQUIRED TO PARTICIPATE IN MEETINGS*

Due to the Texas Governor Order, Hays County Order, City of Dripping Springs Disaster Declaration, and Center for Disease Control guidelines related to COVID-19, a quorum of the City of Dripping Springs Governing and Advisory Bodies cannot not be gathered in one place. The meeting bodies listed below are subject to the Texas Open Meetings act will be conducted through videoconferencing using [Zoom](#). Videoconferencing will allow the City to continue to conduct essential business and for the public to participate in public meetings.

Texas Government Code Sections 551.045; 551.125; and 551.127.

- City Council
- Board of Adjustment
- Emergency Management Commission
- Farmers Market Association Board
- Founders Day Commission
- Historic Preservation Commission
- Parks & Recreation Commission
- Planning & Zoning Commission
- TIRZ No. 1 & No. 2 Board
- Utility Commission

GETTING STARTED

A Zoom account is not required to participate in meetings; however, certain equipment and system requirements are needed to participate.

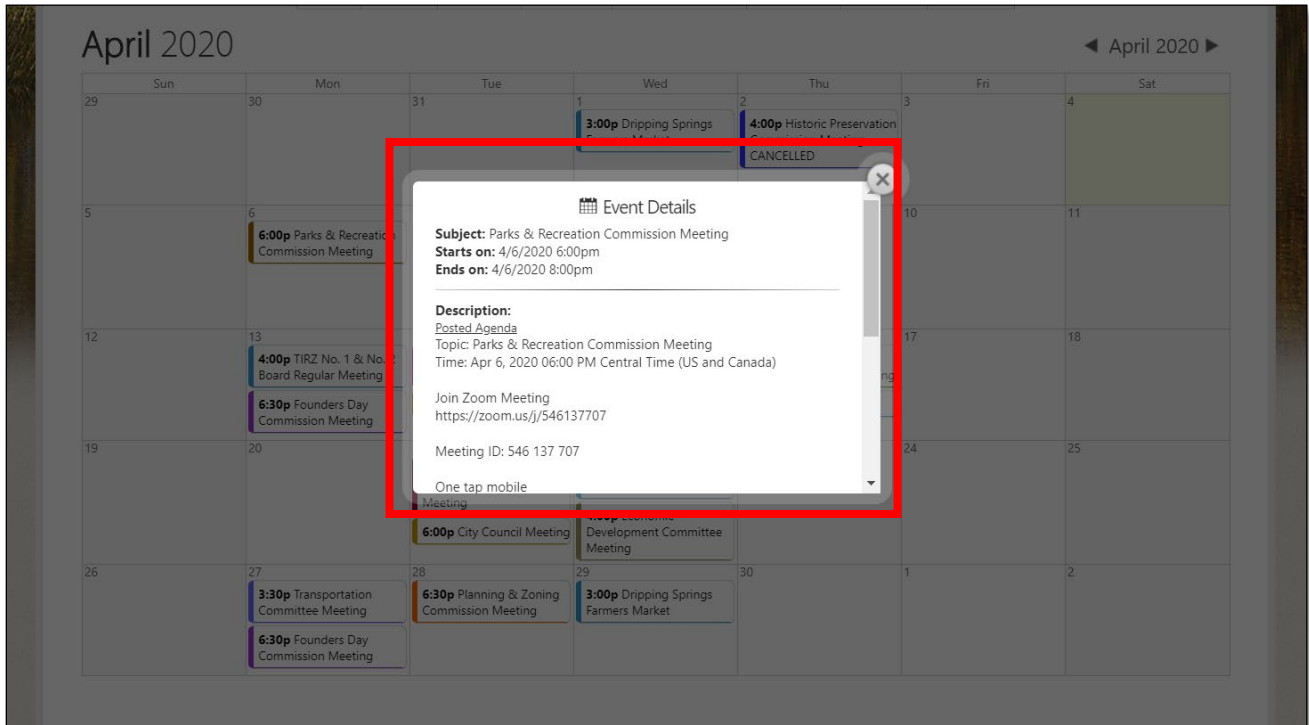
Equipment & System Requirements

- Laptop, Desktop, Tablet or Smartphone – laptop or desktop preferred.
- Microphone & Speakers - most device integrated microphones and speakers are compatible with Zoom meetings. USB connected headsets also work well and greatly reduce the chance for feedback and improve voice quality.
- Telephone – if you do not have access to a microphone or speakers you may use your telephone to call in.
- Camera - most device integrated, and external webcams are compatible with Zoom meetings.
- Internet Connection – Wi-Fi connection will work well' however, for greater speed and service a direct physical connection is preferred.
- System Requirements – system requirements vary depending on the type of device used. For information regarding system requirements please use the links below:
 - [System Requirement for iOS, iPadOS and Android](#)
 - [System Requirements for PC, Mac and Linux](#)

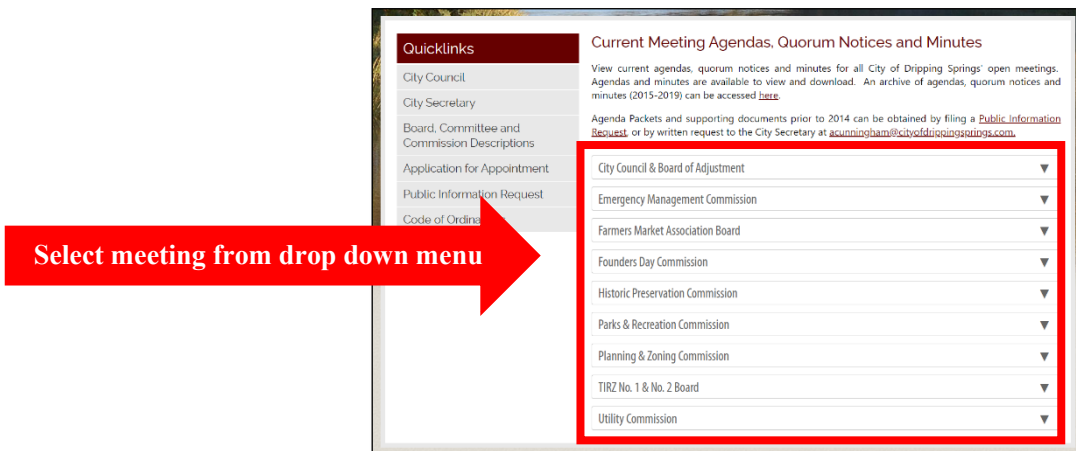
MEETING INFORMATION

To join a Zoom meeting, you must first obtain the meeting URL, password and/or telephone access number. Meeting information may be obtained through the City website Calendar or Posted Agenda.

[City Calendar](#)



[Posted Agenda](#)



Emergency Management Commission ▼

Farmers Market Association Board ▼

Founders Day Commission ▼

Historic Preservation Commission ▼

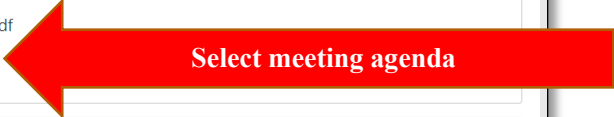
Parks & Recreation Commission ▲

01.06.20 PRC Agenda.pdf 01.06.20 PRC Minutes.pdf
 02.03.20 PRC Agenda.pdf 02.03.20 PRC Minutes.pdf
 03.02.20 PRC Agenda.pdf
 03.31.20 PRC Quorum amended.pdf
 04.06.20 PRC Agenda.pdf

Planning & Zoning Commission ▼

TIRZ No. 1 & No. 2 Board ▼

Utility Commission ▼



I. VIDEOCONFERENCE MEETING

This meeting will be held via videoconference and the public is encouraged and welcome to participate. Public comment may be given during the videoconference by joining the meeting using the information below. Public comment for this meeting may also be submitted to the City Secretary at acunningham@cityofdrippingsprings.com, no later than 3:00 p.m., Monday, April 13, 2020.

The TIRZ No. 1 & No. 2 Board respectfully requests that all microphones and webcams be disabled unless you are a member of the Board. City staff, consultants and presenters please enable your microphone and webcam when presenting to the Board.

Join Zoom Meeting
<https://zoom.us/j/808751094?pwd=cHBhclc3RnV2WktiUTFwcVM4Zk9VQT09>

Meeting ID: 808 751 094
 Password: 140629

One tap mobile
 +13462487799,,808751094# US (Houston)
 +16699009128,,808751094# US (San Jose)

Dial by your location
 +1 346 248 7799 US (Houston)
 +1 669 900 9128 US (San Jose)
 +1 312 626 6799 US (Chicago)
 +1 646 558 8656 US (New York)
 +1 253 215 8782 US
 +1 301 715 8592 US
 877 853 5257 US Toll-free
 888 475 4499 US Toll-free

Meeting ID: 808 751 094
 Password: 140629
 Find your local number: <https://zoom.us/u/aeqDEUA3tR>

Join by Skype for Business
<https://zoom.us/skype/808751094>

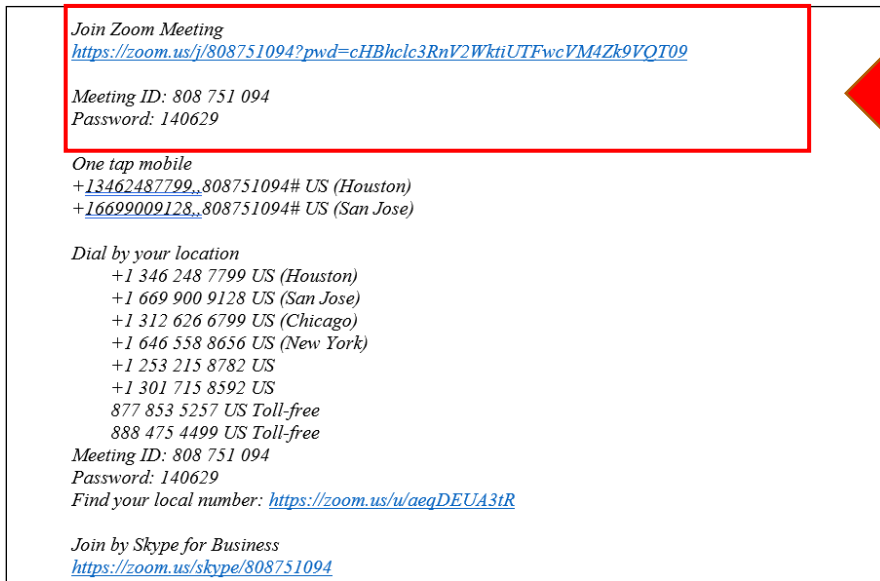


MEETING PARTICIPATION

Participation in meetings is encouraged and all members of the public are welcome. If you miss a meeting or would like to view a meeting that has already taken place, please contact the City Secretary at acunningham@cityofdrippingsprings.com. Members of the public will be able to fully participate in videoconference meetings and provide the meeting body with public comment during Presentation of Citizens, Public Hearings and as requested by the body.

Joining a Meeting

Using the meeting information obtained from the agenda or calendar, either paste the meeting URL into your web browser or click on the link and you will be directed to the videoconference meeting.

A screenshot of a Zoom meeting information page. A red box highlights the top section containing the meeting URL, ID, and password. A red arrow points from this box to the right, towards a red banner that says "Meeting URL, ID and Password".

Join Zoom Meeting
<https://zoom.us/j/808751094?pwd=cHBhclc3RnV2WktiUTFwcVM4Zk9VQT09>

Meeting ID: 808 751 094
Password: 140629

One tap mobile
+13462487799,,808751094# US (Houston)
+16699009128,,808751094# US (San Jose)

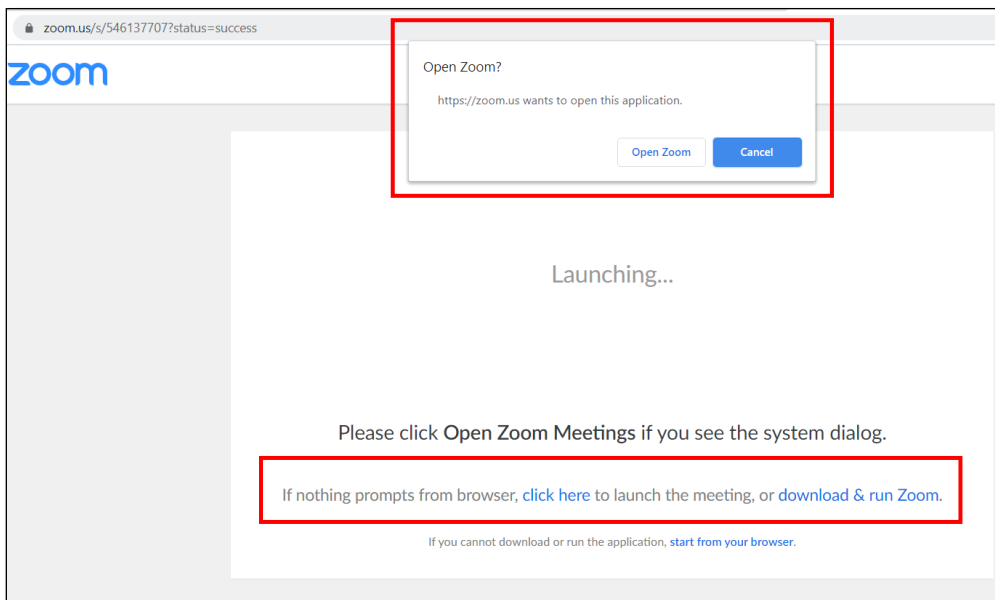
Dial by your location
+1 346 248 7799 US (Houston)
+1 669 900 9128 US (San Jose)
+1 312 626 6799 US (Chicago)
+1 646 558 8656 US (New York)
+1 253 215 8782 US
+1 301 715 8592 US
877 853 5257 US Toll-free
888 475 4499 US Toll-free

Meeting ID: 808 751 094
Password: 140629
Find your local number: <https://zoom.us/u/aeqDEUA3tR>

Join by Skype for Business
<https://zoom.us/skype/808751094>

Meeting URL, ID and Password

Follow the prompts to join the meeting.

A screenshot of a Zoom browser interface. A red box highlights a system dialog box that asks "Open Zoom?" with "Open Zoom" and "Cancel" buttons. Another red box highlights a text prompt that says "Please click Open Zoom Meetings if you see the system dialog." and "If nothing prompts from browser, click here to launch the meeting, or download & run Zoom." The background shows the Zoom website with "Launching..." and "Please click Open Zoom Meetings if you see the system dialog." text.

zoom.us/s/546137707?status=success

zoom

Open Zoom?
https://zoom.us wants to open this application.

Open Zoom Cancel

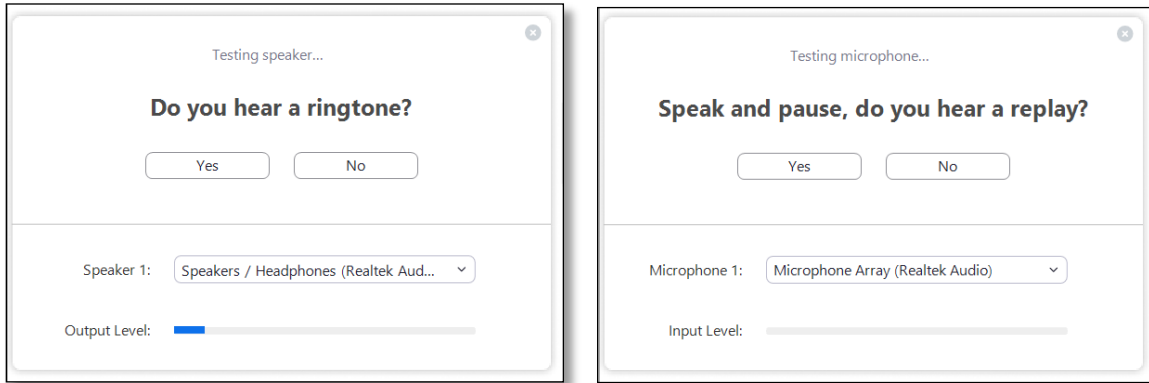
Launching...

Please click Open Zoom Meetings if you see the system dialog.

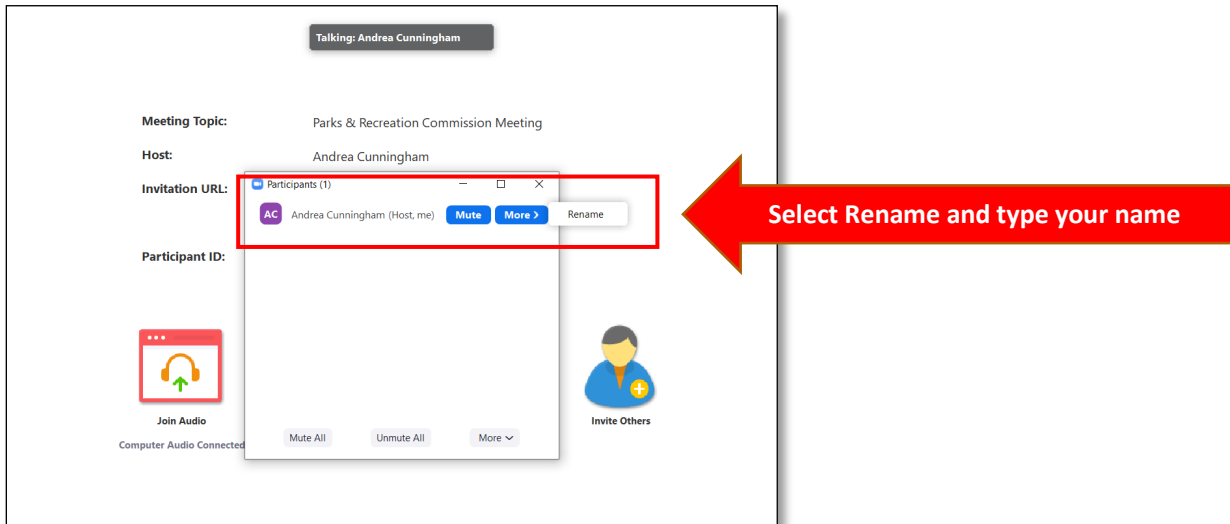
If nothing prompts from browser, [click here](#) to launch the meeting, or [download & run Zoom](#).

If you cannot download or run the application, [start from your browser](#).

Once you have joined the meeting you will be prompted to test your speakers and microphone. Please be sure to keep your microphone muted during the meeting unless you are providing public comment.

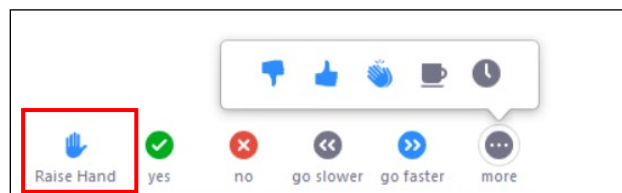


Once the speakers and microphone have been tested you are ready to participate in the meeting. Please be sure to keep your microphone muted and your webcam disabled during the meeting unless you are providing public comment. If you plan on speaking, it is important that you rename yourself so that you may be identified for the official public record and so that staff and meetings bodies may address you properly.



Public Comment

Members of the public are encouraged to provide public comment during meetings. To speak please use the *raise hand* function in the participant menu. You will be queued, and a member of staff will call upon you to speak.



Meeting Assistance

For assistance with meetings please contact Executive Assistant Keven Campbell at (512) 858-4725 or kcampbell@cityofdrippingsprings.com.