



# City of South Bend Common Council

441 County-City Building • 227 W. Jefferson Blvd  
South Bend, Indiana 46601

(574) 235-9321  
Fax (574) 235-9173  
TDD (574) 235-5567  
<http://www.southbendin.gov>

Tim Scott  
President

Karen L. White  
Vice-President

Sharon L. McBride  
Chairperson, Committee  
of the Whole

Tim Scott  
First District

Henry Davis, Jr.  
Second District

Sharon L. McBride  
Third District

Troy Warner  
Fourth District

Jake Teshka  
Fifth District

Sheila Niezgodski  
Sixth District

Karen L. White  
At Large

Rachel Tomas Morgan  
At Large

Lori K. Hamann  
At Large

## **NEWS RELEASE**

**Subject:** March 23, 2020 Emergency Common Council Meeting

**Date:** Wednesday, March 18, 2020

**From:** Council President, Tim Scott

**Contact:** Bob Palmer, Council Attorney: [bpalmer@southbendin.gov](mailto:bpalmer@southbendin.gov)

### **March 23, 2020 Emergency Common Council Meeting**

The South Bend Common Council will hold an Emergency Common Council meeting on March 23, 2020 to hear only bills and ordinance amendments regarding changes to allow the City and the Mayor to take specific actions to function during the COVID-19 pandemic. This is being done in compliance with Governor Holcomb's Executive Order 20-04 issued on March 16, 2020.

While this meeting will be held during the regularly scheduled meeting time and date, and is open to the public, we ask the public to use extreme caution and social distancing if they intend to attend. As usual the proceedings can be viewed live on the South Bend Common Council Facebook page as well as on WNIT public access channel 99.

The Common Council will hear only the following:

**20-05** A RESOLUTION ON BEHALF OF THE SOUTH BEND COMMON COUNCIL CONSENTING TO THE RENEWAL OR CONTINUANCE OF A DECLARATION OF A LOCAL DISASTER EMERGENCY UNTIL THE NEXT REGULAR OR SPECIAL COMMON COUNCIL MEETING

**13-20** AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF SOUTH BEND, INDIANA, APPROPRIATING ADDITIONAL FUNDS FOR CERTAIN DEPARTMENTAL AND CITY SERVICES OPERATIONS IN 2020 OF \$500,000 FROM ECONOMIC DEVELOPMENT INCOME TAX (#408)

**15-20** AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF SOUTH BEND, INDIANA AMENDING ORDINANCE NO. 10685-19, WHICH FIXED MAXIMUM SALARIES AND WAGES OF APPOINTED OFFICERS AND NON-BARAINING EMPLOYEES OF THE CITY OF SOUTH BEND FOR CALENDAR YEAR 2020, TO ADDRESS USE OF SICK LEAVE, PAY, AND TELEWORKING DURING DECLARED EMERGENCY SITUATIONS



# City of South Bend Common Council

441 County-City Building • 227 W. Jefferson Blvd  
South Bend, Indiana 46601

(574) 235-9321  
Fax (574) 235-9173  
TDD (574) 235-5567  
<http://www.southbendin.gov>

Pursuant to Governor Holcomb's Executive Order 20-04, the Common Council will follow the strict interpretation of the following paragraphs:

#3 **Guidance of Gatherings:** Indiana will continue to adhere to the CDC guidance for large events and mass gatherings. The current guidance recommends no in-person events of more than 50 people.

#5 **Public meetings/Open Door Laws:** Public meetings conducted pursuant to Ind. Code 5-14-1.5 et seq. should be limited to only essential matters critical to the operation of the government agency or entity for the duration of this public health emergency.

All specific statutory deadlines requiring a governing body to meet during the public health emergency are suspended for the duration of the emergency insofar as cancellations do not disrupt essential government decisions or services or when meetings are otherwise required by federal law.

All governing bodies of public agencies may suspend the requirement of explicitly adopting a policy for electronic participation and reduce the number of members required to be physically present to one member only (See Ind. Code 5-14-1.5-3.6(c), (f), (g) & (h)). Entities should also adhere to the CDC guidance on gatherings and make efforts to allow the public to participate electronically, if feasible. All other provision of Ind. Code 5-14 – 1.5 et seq. remain in effect.

All governing bodies of public agencies may post notices and agendas for meetings solely by electronic means for the duration of this public health emergencies; and

Any political subdivision or entity subject to the provisions of Ind. Code 5-14-1.5-3.5 may comply with the provisions under section 3.6 as modified by this Order in conducting public meetings for the duration of this public health emergency.

The Common Council will also follow the **Statement and General Guidance of the Public Access Counselor Regarding the Coronavirus Disease (COVID-19) Event** including:

“Public agencies should cancel or postpone non-essential meetings consistent with the Governor’s Executive Order. Cancellations of meetings do not require notice but notifications via web site or social media is advisable.”

“These temporary recommendations may necessarily exclude some, but not all, members of the public for the duration of the emergency.”

“Governing bodies are urged to practice social distancing in any venue. This includes adding distance between attendee seating areas. Consider instituting a 1/3 capacity policy at least. A reasonable reduction of capacity in the immediate public seating area will not be considered a violation of the Open Door Law during the time of emergency. Governing bodies should prioritize attendance of the public and media over other non-essential staff and government personnel.”

“Governing bodies should, if possible, shorten the length of their meetings and exclude non-essential agenda items.”

###