



TOWN OF INDIAN TRAIL
Notice of Special Electronic Meeting

Due notice is hereby given that Mayor Michael Alvarez of the Town of Indian Trail has called a Special Meeting for April 28, 2020 to be held at 11:00 a.m. via electronic means. Public access to the meeting will be by request. For further information, please read comments 1-5 noted below.

DUE TO COVID-19 CONCERNS, PLEASE READ THE FOLLOWING:

[Town Clerk - KLQ@Indiantrail.Org](mailto:KLQ@Indiantrail.Org)

- 1) The April 28, 2020 Special Town Council Meeting will be conducted electronically.
- 2) A link and access code are required to hear the meeting or view the presentation. Please request access via e-mail from the Town Clerk prior to the meeting. Access is limited, and the meeting will be locked once it starts.
- 3) The meeting audio will be available on the Town's website 48 hours after of the close of the meeting.
- 4) **Public Comments:** If you have comments, please e-mail them to the Town Clerk by end of day Monday, April 27. Your comments will be read during the meeting. Please respect the conduct rules listed at the end of this notice.
- 5) Comments received later than end of day on April 27 may not be read until the next meeting.

Purpose: To review and approve general business items as per the Agenda set for the meeting. The meeting Agenda will be published to the Sunshine List on Thursday prior to the April 28 meeting.

NOTE: The 6:30 p.m. Regular Council Meeting scheduled for 4/28/20 has been cancelled.

Due notice is hereby given as a required by NCGS Open Meetings Law.

Michael L. Alvarez
Mayor

cc: Calendar & Sunshine List via Website 4/21/20

TOWN'S RULES FOR E-MAILS RECEIVED FOR PUBLIC COMMENTS

All documents submitted to the Town Council are public records and become the exclusive property of the Town of Indian Trail upon receipt.

- * Thank you for your interest in participating in the Public Comments portion of the Special Meeting of the Indian Trail Town Council.
- * Please be aware the meetings are recorded and can be heard by anyone through the internet.
- * Comments will be read during the meeting and will be limited to 3 minutes per comment; Comments are to be directed to the entire council as a whole and not individuals.
- * Citizens will be expected to be civil in their language and presentation and act within reasonable standards of courtesy. We ask the audience, as well as the speakers, remain quiet WHILE PARTICIPATING ONLINE throughout the Public Comment period. That being said, comments received that engage in slander, name calling, personal attacks or threatening or otherwise aggressive speech or behavior that Council reasonably believes will imminently result in a disruption of the meeting will not be read.
- * Finally, we ask you a simple favor. If you have a grievance, concern or complaint relating to a specific town employee, we respectfully request that prior to airing that grievance during Public Comments, you first contact the Town Manager, the Town Attorney or one of us on Council with your concern. We respect your right to be heard, and we ask you to respect our Town employees' right to a fair hearing on your grievance.
- * **Comments should be e-mailed to the Clerk at KLQ@IndianTrail.org by end of day 4/27/20. Comments received after this timeframe and before the meeting are not guaranteed to be read during this meeting of the Council.**