

Instructions for a Venice City Meeting

Due to construction in Council Chambers, meetings have been temporarily relocated to Community Hall Room 165 at City Hall. Since there is limited seating capacity, residents who will not be speaking, or presenting a case, are encouraged to participate by:

- **Watching the meeting online on the City's website at:**
<https://venice.legistar.com/Calendar.aspx>
 - Click on "In Progress" to the far right of the City Council meeting on this date.

- **Submitting a public comment in advance of the meeting by:**
 - Emailing: citycouncil@venicefl.gov
 - Mail or Personal Delivery to: City Clerk, 401 W. Venice Avenue, Venice, FL 34285. (Provide your full name and home address and if you are a city business owner, list the business name and address.)

All comments received by Tuesday, January 14, 2025, at 8:00 A.M., will be distributed to the Mayor, City Council members, and the appropriate staff prior to the start of the meeting.

For those attending in person and interested in speaking, submit your request to speak at the Kiosk located in the room. Once you have completed the check-in process, your name and the details of your request will be time stamped and placed in a que for the Clerk/staff.

You can also sign up to speak in advance no more than **three (3) days** prior to the meeting by using the following link: <https://app.thereceptionist.com/contactless/ND0f6B/xOZSeN>

For technical assistance or questions on viewing the meeting please contact:

- IT Help Desk (941) 998-7436

For questions concerning the meeting agenda please contact the:

- City Clerk's Office at cityclerk@venicefl.gov or call (941) 882-7390.

The City of Venice will generally, upon request, provide appropriate aids and services leading to effective communication for qualified person with disabilities. Please contact the City Clerk at least three (3) days prior to the meeting.