The March 31, 2020 City Council meeting will be conducted virtually with no one in attendance in council chambers at city hall.

To participate in the City Council meeting on March 31, 2020, which begins at 9 a.m., you have the following options:

### 1. Listen to the meeting via phone

You may listen to the audio only from your phone by dialing 1-929-205-6099 and when the meeting ID is requested, enter 325030447 and then press the # key.

# 2. Watch the meeting online, but not participate:

You may access the meeting by visiting <a href="https://venice.legistar.com/Calendar.aspx">https://venice.legistar.com/Calendar.aspx</a>. Click on "In Progress" to the far right of the City Council meeting on this date.

### 3. Watch the meeting online and provide public comment prior to the meeting:

You may also provide written comments by emailing City Clerk Lori Stelzer by March 30, 2020 at 5:00 p.m. at <a href="Istelzer@venicegov.com">Istelzer@venicegov.com</a>, regular mail at 401 W. Venice Avenue, Venice, FL 34285, or place it in the Drop Box outside the Cashier's office at city hall. Provide your full name and address and if you are a city business owner, list the business name and address. If requested by the commenter, written comments will be read into the record at the appropriate time. All other written comments received by the deadline will be distributed to the mayor and city council members and the appropriate staff prior to the start of the meeting. Time limits will be enforced so written comments must be limited to 5 minutes for city residents and property or business owners, and 2 minutes for non-residents.

## 4. Watch the meeting online and provide public comment during the meeting:

Request to Speak instructions:

To request to speak during the virtual meeting, you must complete the Request to Speak form prior to the start of the meeting to be placed on a list. You may access the form by visiting <a href="https://venicefl.formstack.com/forms/request">https://venicefl.formstack.com/forms/request</a> to speak.

You must fill out all required information for the form to be submitted.

#### Zoom instructions:

For the March 31, 2020 meeting, please use the meeting link <a href="https://zoom.us/j/325030447">https://zoom.us/j/325030447</a> to virtually attend and watch the meeting by computer, tablet, or smartphone. Those whom have pre-registered to speak, will be called upon and the appropriate time limits will be enforced. If joining from a tablet or smartphone, you will need to download the free Zoom app from your device's app store. If joining from a computer, your computer will automatically download and install (if needed) the Zoom program. If you currently have Zoom installed on your computer, tablet, or smartphone, you may join the meeting by entering the meeting ID 325030447.

For additional information or assistance please contact the following prior to the meeting:

- 1. For public comment questions: Lori Stelzer, City Clerk, lstelzer@venicegov.com or (941) 882-7390
- 2. For questions on connecting to the meeting: Christophe St. Luce, Director of Information Technology, <a href="mailto:cstluce@venicegov.com">cstluce@venicegov.com</a> or (941) 882-7425