

Instructions for Public Comment at a Venice City Meeting

Meetings will be held in Council Chambers at City Hall.

To participate in the meeting you may:

1. Attend the meeting in-person at 401 W. Venice Avenue, Venice, FL 34285.

On the day of the meeting, submit your request to speak at the Kiosk located in Council Chambers. 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/x0ZSeN>

2. You may also provide public comment in advance of the meeting by:

- Emailing the specific Board:
 - City Council at citycouncil@venicefl.gov
 - Planning Commission at planningcommission@venicefl.gov
 - Historic and Architectural Preservation Board at historicandarchitecturalpreservationboard@venicefl.gov
 - Citizens Advisory Board at citizenadvisoryboard@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 8:00 a.m. the day of the meeting, will be distributed to the board members, and the appropriate staff prior to the start of the meeting.

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

- Eric Tanner, IT Manager, etanner@venicefl.gov or (941) 882- 7437

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.