



TOWN OF PALM BEACH

NOTICE OF ELECTRONIC MEETING DUE TO COVID 19 HEALTH EMERGENCY

The Town Council of Palm Beach, Florida will conduct an electronic **Regular Council Meeting at 9:30 am and Development Review Council Meeting at 1:30 pm on Wednesday, June 10, 2020**, utilizing communications media technology due to the Covid-19 health emergency. Communications media technology will be used to constitute a quorum of the Town Council and for public participation.

- (A) On March 20, 2020, Governor Ron DeSantis issued Executive Order 20-69, “Emergency Management - COVID-19 Local Government Public Meetings”; and
- (B) Pursuant to Executive Order 20-69, the physical quorum and location requirements for public meetings are suspended, and the Town is authorized to hold public meetings through the use of Communications Media Technology, subject to Section 120.54(5)(b)2, Florida Statutes.

INSTRUCTIONS FOR MEETING PARTICIPATION

The Meeting Agenda is available on the main page of the Town’s website (townofpalmbeach.com) under Spotlight, as usual.

General or agenda item specific public comments can be submitted in advance of the meeting to council@townofpalmbeach.com.

Members of the public who wish to participate in the Council meeting may do so by going to the Town of Palm Beach website and following the directions listed below.

1. Go to the Town’s website: townofpalmbeach.com.
2. Once you are on the main website page, click on the **Meeting Audio** icon on the blue bar, in the middle of the page. A new page will appear.



3. Look for the Covid-19 photo. Under the photo will be a gray bar. Please locate the word **Registration**. Click the link under Registration. (This link will take you to a registration page.)



Due to the Covid-19 pandemic, the following meetings will be held electronically. For the public to participate, please click the link beside the meeting date, under the registration column. [Instructions for Town Council Meeting Participation](#)

Having trouble joining the meeting? [Click Here](#). If you continue to experience technical difficulties connecting to a meeting, contact 561-227-6315 for assistance.

<u>Event</u>	<u>Date</u>	<u>Registration</u>	<u>Agenda</u>
Recreation Advisory Commission	June 3, 2020, 9:00a	Registration	Agenda
Reg. Council Mtg. & Development Review	June 10, 2020, 9:30a June 10, 2020, 1:30p	Registration	Agenda

4. Complete the registration and include your name and email. Once this has been submitted you'll receive an email with instructions to join the meeting. You only need to register once, as the access code and pin numbers are valid for both meetings. (You will be listed as a silent participant in the meeting.)
5. If you are using your computer on the day of the meeting, when you join the meeting, you will be asked to install a piece of software to allow connection to the meeting. If you are using a smartphone or tablet, you may be asked to download the app.
6. If you wish to speak during public comment, use the **Questions** tab on the Webinar control panel and let the moderator know you wish to speak.
 - a. Use the **Questions** tab to enter your name and address. You will be called upon in the order of requests to speak once it is time to take public comments.

See the following video for additional information that may be helpful for first time users of the GoToWebinar product: <https://www.youtube.com/watch?v=IQ3Xwwgbd8Y>

The public may access the meeting by the methods prescribed above and provide public comment by submitting same to the council@townofpalmbeach.com. For additional information, please contact the Town Clerk at (561) 838-5416.

In accordance with the Americans with Disabilities Act ("ADA"), persons with disabilities requiring accommodations in order to participate in this public meeting should contact the Town Clerk's Office at (561) 838-5416 no later than three (3) business days prior to such meeting.

Thank you,
Pat Gayle-Gordon, Acting Town Clerk