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**FLORENCE**  
SOUTH CAROLINA

## ***For Immediate Release – November 5, 2020***

### **Media Contacts:**

Randy Osterman, City Manager – 843-665-3113 or [rosterman@cityofflorence.com](mailto:rosterman@cityofflorence.com)

**FLORENCE, SC** – Following Emergency Ordinance 2020-28 which extended procedures for public meetings of the City of Florence during the COVID-19 pandemic, the November 9, 2020 City Council Meeting will be closed to the public and will be conducted via Zoom Video Conferencing. Zoom is an easy-to-use, web-based video conferencing tool that allows users to meet online. The meeting will also be streamed through YouTube for citizens to observe the City Council Work Session. The meeting can be accessed through the City’s website @ [www.cityofflorence.com](http://www.cityofflorence.com). From the home page, under the drop-down menu for “City Council” click on “Web Broadcast”. There you will be able to access the live feed that is set up for the meeting. In this drop-down menu you will also see “Meeting Agendas” where the complete meeting agenda is available for public viewing. The meeting will go live at 1:00pm on Monday, November 9<sup>th</sup>.

For public participation, citizens may submit a comment or statement for consideration regarding an agenda item formerly to [apope@cityofflorence.com](mailto:apope@cityofflorence.com) by noon on November 9<sup>th</sup> or access the meeting through Zoom. Any citizen who wishes to appear before City Council during the November 9<sup>th</sup> meeting must contact the City Manager’s Office (843-665-3113 or [apope@cityofflorence.com](mailto:apope@cityofflorence.com)) before noon on Monday, November 9, 2020, and provide your name, contact information and the matter on which you wish to speak. It is preferred that if a group of citizens have an issue, that a spokesperson be selected for the group.

Once you contact the City to make this request, you will in turn be provided call-in information for the meeting. When you call in, you will be held in a waiting room until recognized by Council to present at the meeting. We ask the following of citizens who wish to speak during the meeting:

- Speak clearly and deliberately
- Introduce yourself prior to sharing your concern
- Be in a quiet room or office to eliminate outside noise
- If you are streaming the meeting too, turn down the volume on the meeting when you are speaking
- Be prepared so that you can present your concern in a timely manner
- If addressed by Council, allow a few seconds prior to speaking to allow for lag time