

**MAYORAL EXECUTIVE ORDER 03-2020**

**CITY COUNCIL WORKSHOP MEETING PROCEDURES**

**(Communications Media Technology)**

On March 9, 2020, Governor Ron DeSantis signed Executive Order No. 20-52, thereby declaring a public health emergency in the State of Florida due to a public health threat resulting from the spread of the Novel Coronavirus Disease 2019 (“COVID-19”); and

On March 10, 2020, Broward County Administrator Bertha Henry declared a state of emergency in Broward County; and

On March 11, 2020, the World Health Organization declared the COVID-19 outbreak a global pandemic; and

On March 19, 2020 a State of Emergency was declared in the City of Plantation relating to the Novel Coronavirus Disease 2019 (“COVID-19”).

Since the outbreak of COVID-19, numerous local governments and multiple states have adopted various versions of “stay at home” and “safer at home” orders. These orders are designed to protect the health and well-being of the community, to create social distancing, and to minimize contact in an effort to limit the community spread of COVID-19.

On March 20, 2020, Governor Ron DeSantis signed Executive Order No. 20-69 (the “Order”), thereby suspending any statutory requirement that a physical quorum be present in order to conduct a meeting of a local government body, including the City Council; and

The Order further authorizes the City Council to utilize communications media technology (“CMT”), such as telephonic and video conferencing, as provided in Section 120.54(5)(b)(2), F.S., to conduct a public meeting; and

On March 26, 2020, Mayoral Executive Order 02-2020 was issued directing residents to stay at home.

This Mayoral Executive Order is necessary to implement the CMT authorized by the Order to allow the Council to conduct workshop meetings. Due to the State of Emergency, the City of Plantation is not currently able to provide public access points.

The City Council shall conduct any meeting utilizing CMT consistent with the Order and fully compliant with the Sunshine Law, and to provide the utmost transparency and opportunity for public access and participation while ensuring that all necessary and appropriate steps are taken to protect the health, safety and welfare of the citizens and residents of the City.

Pursuant to the City Charter, Section 252.46, *Florida Statutes*, section 2-452 et. seq., of the City's Code of Ordinances, the Order, and all other applicable laws, the Mayor has the power to issue emergency orders with the force of law.

**IT IS HEREBY ORDERED:**

**Section 1.** The City of Plantation hereby adopts the following procedures for City Council workshop meetings utilizing CMT:

- 1) Notice for all "virtual" workshop meetings of the City Council shall be prepared and posted in accordance with Section 120.54(5)(b)(2), F.S., and Ch. 28-109, F.A.C., along with the City's Code of Ordinances and other applicable local and state law.
- 2) The Mayor and Members of the City Council and City staff may attend workshop meetings remotely utilizing CMT. The City's IT Department shall assist to ensure that the Mayor and all members of the City Council and necessary City staff, as determined by the Mayor, have access to the City Council meeting. Pursuant to

the Order, a physical quorum of the City Council is not required to hold a meeting and conduct official business. In the event that a physical quorum is not present, a virtual quorum shall be required in order to hold a workshop meeting. Official action may not be taken by the City Council at a workshop meeting.

- 3) City Hall, at the discretion of the Mayor, may be closed to the public. In the event that City Hall is closed to the public, the public shall not be permitted to physically attend workshop meetings of the City Council. This restriction is intended to ensure compliance with the CDC recommendations and Mayoral Executive Order 02-2020 prohibiting gatherings of more than ten (10) people.

4) **PUBLIC COMMENT PROCEDURES FOR WORKSHOP MEETINGS:**

If you wish to provide public comment virtually, you may do so by submitting a written statement to [sslattery@plantation.org](mailto:sslattery@plantation.org). Any comments received by 12:00 p.m. the day of the meeting will be read during the public comment period.

To ensure your comments are received and read at the proper meeting, your email must include:

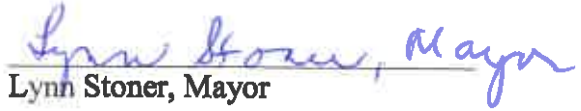
- Date of the meeting your comments are intended for
- Your name
- Whether or not you live in the city limits of Plantation
- Agenda Item and/or subject your comments refer to

Emails without this information may not be read at the meeting. Three minutes are allowed for comment. And, in accordance with normal procedure, messages of an overly repetitive or inappropriate (vulgarity) nature may be declined to be read at the discretion of the Council President.

- 5) If, at any point during a City Council workshop meeting, the technology utilized by the City fails, the City Council workshop meeting shall cease immediately until such problems have been resolved.

**Section 2.** This Emergency Order is effective as of midnight on March 31, 2020 and shall remain in full force and effect until terminated.

**ORDERED ON AND FILED WITH THE CLERK OF THE CITY OF PLANTATION ON MARCH 31, 2020.**

Ordered by:   
Lynn Stoner, Mayor