

## HOW TO PARTICIPATE IN WEST HOLLYWOOD CITY COUNCIL MEETINGS

\*IN AN EFFORT TO PROTECT PUBLIC HEALTH AND PREVENT THE SPREAD OF COVID-19 (CORONAVIRUS), AB 361 HAS AUTHORIZED PUBLIC MEETINGS TO TAKE PLACE VIA TELECONFERENCE BECAUSE STATE AND LOCAL OFFICIALS ARE RECOMMENDING MEASURES TO PROMOTE SOCIAL DISTANCING.

The City's official viewing platform for public meetings is on our website at <a href="www.weho.org/wehotv">www.weho.org/wehotv</a>. To afford the public with a multitude of viewing options and in order to expand access to our public meetings, broadcasts are also available as a courtesy on local cable television and multiple streaming platforms. However, because they are a third party and operate independently from the City of West Hollywood, their reliability cannot be guaranteed. Broadcasts of public meetings can be found on Spectrum Cable Television's Channel 10 within West Hollywood's borders. Digital streaming platform viewers can easily find programming by searching for "WeHoTV" within the search functions of the following services. Android TV, Apple TV, Fire TV, Roku and YouTube.

If your video or audio device has buffering or streaming issues while accessing our LIVE feed, please access the meeting at the City's website <a href="www.weho.org/wehotv">www.weho.org/wehotv</a> for updated information and troubleshooting tips for your device and visit <a href="www.weho.org/councilagendas">www.weho.org/councilagendas</a> for information on how to participate by phone. If you are having difficulties connecting to the meeting you can also call (323) 848-3151.

## TO ATTEND THE CITY COUNCIL MEETING IN-PERSON:

We are allowing a limited number of members of the public to attend the meeting in Council Chambers. You are required to sign-up prior to the meeting. If you attempt to sign-up after we have reached the maximum number of participants in Chambers, you may come to Council Chambers, provide your public comment, and exit the Council Chambers to continue watching or listening to the meeting through the other remote/telephone options.

# TO PARTICIPATE BY PROVIDING WRITTEN CORRESPONDENCE OR AN E-COMMENT:

To better facilitate the remote meeting, members of the public who wish to comment on matters before the city council are <u>strongly encouraged</u> to submit written correspondence to <u>publiccomment@weho.org</u> or submit an E-Comment using the form located at <u>www.weho.org/councilagendas</u> by no later than 2:00 p.m. Council meeting day. *Note: Written Correspondence and E-Comments <u>will not</u> be read into the record during the City Council meeting; however, correspondence received by 2:00 p.m. will be forwarded to the City Council and posted on the City's website as part of the official meeting record. Your comments and information will become part of the official public record. If you do not want your personal* 

information included in the official record, do not include your address and/or phone number in your correspondence.

## TO PARTICIPATE BY PROVIDING PUBLIC COMMENT BY TELEPHONE:

(Please note: This option is to provide public comment via phone ONLY. To view the meeting, please see information on how to view the meeting provided above.)

You are strongly encouraged to e-mail the City Clerk at <a href="mcrowder@weho.org">mcrowder@weho.org</a> no later than 2:00 p.m. the day of the Council meeting to be added to the Public Speaker List for the meeting. Please include your name, the phone number from which you will be calling, and which item you would like to speak. The Zoom instructions are on each meeting agenda along with the phone number and Meeting ID.

## IF YOU NEED ACCOMMODATIONS:

If special assistance to participate in this meeting is required, (e.g., an American Sign Language interpreter for people who are Deaf or hard of hearing), you must call or submit your request in writing to the Office of the City Clerk at (323) 848-6409 at least 48 hours prior to the meeting. The City TTY line is (323) 848-6496.

If you would like additional information on any item appearing on this agenda, please contact the Office of the City Clerk at (323) 848-6409.