

**DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY BOARD**  
**MEETING PROCEDURES COMMUNICATIONS MEDIA**  
**TECHNOLOGY**

**WHEREAS**, on March 9, 2020, Governor Ron Desantis promulgated Executive Order No. 20-52, declaring a public health emergency in the State of Florida due to Novel Coronavirus Disease 2019 (“COVID-19”); and

**WHEREAS**, on March 20, 2020, Governor Desantis signed Executive Order 20-69 (hereinafter referred to as “EO 20-69) suspending any Florida Statute requiring a quorum to be present in person or requiring a local government body to meet at a specific place; and

**WHEREAS**, EO 20-69 authorized local government bodies to utilize communications media technology (“CMT”), such as telephonic and video conferencing, as provided in Section 120.54(5)(b)(2), Florida Statutes, to conduct a public meeting; and

**WHEREAS**, the members of the Delray Beach Community Redevelopment Agency Board seek to conduct meetings consistent with the EO 20-69, the Florida Constitution, and “Florida’s Government in the Sunshine Law,” in order to ensure access and provide a means for participation to the public; and

**NOW THEREFORE**, the members of the Delray Beach Community Redevelopment Agency Board, pursuant to Executive Order 20-69, and all other applicable laws, hereby adopts the following procedures for the Delray Beach Community Redevelopment Agency public meetings utilizing communications media technology:

Section 1. Notice for all public meetings of the Board of the Delray Beach Community Redevelopment Agency utilizing CMT shall be prepared and posted in accordance with Section 120.54(5)(b)(2), Florida Statutes, and Ch. 28-109, F.A.C.

Section 2. Members of the Delray Beach Community Redevelopment Agency and staff may attend meetings remotely utilizing CMT. Pursuant to EO 20-69, the physical quorum of the Delray Beach Community Redevelopment Agency Board is not legally required to hold a meeting and conduct official business. In order to hold a meeting and conduct official business, either a physical quorum or virtual quorum is required.

Section 3. The office of the Delray Beach Community Redevelopment Agency, at the discretion of the Executive Director, may be closed to the public. In the event that the Delray Beach City Hall is closed to the public, the public shall not be permitted to physically attend meetings of the Delray Beach Community Redevelopment Agency. This restriction is intended to ensure compliance with CDC guidelines.

Section 4. Any member of the public wishing to comment publicly on any matter, including public comment or public hearing items, may submit their comments by dialing 561-276-8640 and leaving a voicemail message that will be played during the Delray Beach

Community Redevelopment Agency Board meeting. Comments submitted by voicemail will be played during the meeting and made part of the public record if such comments are three (3) minutes or less.

All public comments must be addressed to the Board as a body and not to individual board members or staff. Personal verbal attacks upon board members and/or staff will not be tolerated. Members of the public shall refrain from making comments that are impertinent, obscene, personally insulting, defamatory, or slanderous remarks.

If any member of the public requires additional information about this procedure, please contact:

Danielle Arfin  
561-276-8640

Section 5. All actions of the Delray Beach Community Redevelopment Agency shall be taken by a roll call vote.

Section 6. If, at any point, during the Delray Beach Community Redevelopment Agency Board meeting, there is a failure of the CMT or if the CMT is insufficient to permit all interested members of the public to attend and participate, the Delray Beach Community Redevelopment Agency Board meeting shall cease immediately until such technological problems have been resolved.

Approved by the Delray Beach Community Redevelopment Agency Board on the \_\_\_\_ day of May, 2020.

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Shelly Petrolia, Chair

Approved as to Form:

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