



**TOWN OF MEDLEY  
OFFICE OF THE TOWN MAYOR**

**EMERGENCY ORDER NO. 1**

**ADOPTING RULES FOR USE OF COMMUNICATIONS MEDIA TECHNOLOGY  
FOR PUBLIC MEETINGS DURING HEALTH EMERGENCY DUE TO COVID 19**

**Section 1. Declaration of State of Emergency Supplemented.**

In accordance with Chapter 17 of the Town Code and Chapter 252, Florida Statutes, I hereby further supplement Town Resolution C-1788 dated March 13 2020 declaring a state of emergency within the Town of Medley, Florida (“Town”) due to COVID 19, as provided herein.

**Section 2. Findings.**

- (A) On March 20, 2020, Governor 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 the adoption of rules pursuant to Section 120.54(5)(b)2, Florida Statutes.

**Section 3. Adopting Rules of Procedure for Public Meetings Utilizing Communications Media Technology.**

- (A) Prior to the commencement of any Town public meeting, the Town shall post notice of the meeting in a manner consistent with Section 286.011, Florida Statutes. The notice shall also include instructions on how the public may access the public meeting either via telephone, video conference, or other communications media technology utilized by the Town.
- (B) As used in this Order, “communications media technology” means the electronic transmission of printed matter, audio, full-motion video, freeze-frame video, compressed video, and digital video by any method available.


- (C) If a public meeting provides for the opportunity for public comment, the notice shall also include instructions regarding how members of the public may submit comments or questions to be read at the public meeting.
- (D) The Town Clerk shall insure that the public meeting complies with all requirements of Section 286.011, Florida Statutes, which have not otherwise been suspended or waived pursuant to Executive Order 20-69 (e.g., the preparation of minutes, etc.).

**Section 4. Effective Date.**

This Order and supplement to Declaration shall be effective as of 1:00 pm, March 25, 2020, and may be further supplemented from time to time in accordance with Chapter 17 of the Town Code. This document shall be posted and distributed as may be provided by the Town Code or Resolutions, and Florida Law.

Executed this 25 day of March, 2020.

By: \_\_\_\_\_

  
Roberto Martell, Town Mayor  
Town of Medley, Florida

Copy: Town of Medley Council, Town Clerk, Chief of Police, Town Attorney, Department Directors