



## **TOWN OF CUTLER BAY EMERGENCY ORDER NO. 20-03**

Pursuant to Governor DeSantis' Executive Orders 20-51 and 20-52, in which the Governor declared a public health emergency and a state of emergency, there is a recommendation to limit public gatherings. On March 20, 2020, Governor DeSantis issued Executive Order 20-69, "Emergency Management - COVID-19 Local Government Public Meetings." Pursuant to Executive Order 20-69, "any Florida Statute that requires a quorum to be present in person or requires a local government body to meet at a specific public place" is 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, Fla.Stat.

By virtue of the powers and duties vested in me as the Town Manager of the Town of Cutler Bay, Miami-Dade County, Florida, in accordance with Section 252.38 of the Florida Statutes, under Chapter 12, Article II, Sec. 12-23 (a) of the Town Code, and pursuant to the Town's Declaration of a State of Emergency issued on March 13, 2020, I hereby find that it is in the best interest of the residents of Cutler Bay to issue the following:

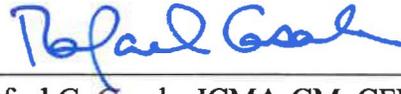
### **Rules of Procedure for Public Meetings Utilizing Communications Media Technology**

1. Prior to the commencement of any Town public meeting, the Clerk shall post notice of the meeting in a manner consistent with Section 286.011, Florida Statutes. The notice shall also include instructions on how to access the public meeting either via telephone, video conference, or other communications media technology utilized by the Town.
2. 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.
3. 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.
4. The Clerk shall ensure 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.).

This Emergency Order shall be effective **commencing April 14, 2020 at 11:59 p.m. (EST)** and shall continue in effect from day-to-day until the earlier of the expiration of the Town's Declaration of Emergency issued March 13, 2020, or the expiration of the Governor's Executive Order 20-52, including any extensions to either. This Emergency Order may be cancelled earlier by action of the Town Manager.

All emergency orders or parts of orders, in conflict with this Emergency Order, are repealed to the extent of such conflict.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the seal of the Town of Cutler Bay to be affixed this 14th day of April, 2020 at 9:00 a.m. (EST).



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Rafael G. Casals, ICMA-CM, CFM  
Town Manager

Attest:



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Debra Eastman, MMC  
Town Clerk