

**DIRECTIONS FOR REMOTE ACCESS TO THE VIRTUAL
COUNCIL MEETING OF DECEMBER 15, 2020**

ZOOM MEETING ID 834 8105 8956

With Governor DeWine's passage of H.B. 197 subsequently amended by H.B. 404, for Special Council Meetings and Regular Council Meetings while the Coronavirus threat precautions are being observed, there will be NO PUBLIC in Council Chambers during the meetings. The City of Willoughby will be using Zoom to conduct Council Meetings until further notice.

The public will have the opportunity to listen, watch and participate in the meetings live. Below is the information for the Regular Council Meeting Scheduled for Tuesday, December 15, 2020 at 8:00 p.m. Please note that the Environmental Planning Committee and Legislative Caucus will take place prior to the Regular Council Meeting beginning at 7:15 p.m. (See website for full agenda).

1. To listen, watch and speak during the public portion of the meeting, download the Zoom App on your Smart Phone or Computer and enter the Meeting ID number or go to <https://zoom.us/join> and enter the Meeting ID number. Attendees will be muted and must use the "raise my hand" icon if they wish to speak during the public portion of the meeting. Please remember to enable your microphone and speakers. Attendees will be asked for their name and address for the record before making a comment or asking a question.
2. To listen through your phone, please dial 1-312-626-6799 or 1-929-205-6099

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The public is encouraged to e-mail any comments ahead of the Council Meeting to the Clerk of Council at anovak@willoughbyohio.com. Comments need to be received no later than 4:00 p.m. on December 15, 2020.