



LEE'S SUMMIT MISSOURI

October 19, 2020

Subject: November 12, 2020 Planning Commission meeting for PL2020304, Commercial Preliminary Development Plan, at the intersection of 400 SE Blue Pkwy.- Remote testimony instructions due to Covid-19

To Whom it May Concern:

Notice is hereby given that the Council of the City of Lee's Summit will meet in regular session on Thursday, November 12, 2020 at 5:00 pm via **videoconference** as provided by Section 610.015 of the Revised Statutes of the State of Missouri.

Those wanting to give public testimony may do so through the following methods:

Zoom is the software platform that the City is using for videoconference meetings, which can be accessed at Zoom.com. Live participation by Zoom meeting may be accomplished with the following steps:

1. Contact the City Clerk prior to 5pm on November 11, 2020 at clerk@cityofls.net or 816-969-1005.
2. You will receive an access code and password to participate in the Zoom meeting as a speaker during the public hearing. Video conference procedures for swearing in and meeting etiquette will be provided with the access code.
3. You must use your actual name in the Zoom room, and cannot participate anonymously. *Anyone who attempts to participate anonymously will be dismissed from the Zoom room by the host.*

Written testimony may be provided prior to 5pm on November 11, 2020 by

1. E-mailing the City Clerk at clerk@cityofls.net
2. Leaving a voicemail at 816-969-1005
3. Placing written printed comments in the utility payments drop boxes located in the alley behind City Hall or inside the foyer at the north end of City Hall, both located at 220 SE Green Street, Lee's Summit, MO 64063.

If there are any questions please contact me.

Sincerely,

Mike Weisenborn, Project Manager

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Email: mike.weisenborn@cityofls.net