

**City of Belleair Beach
Communication Advisory Committee
Virtual Meeting
Thursday, August 27, 2020 at 6:00pm**

**Public Meeting Notice
Agenda**

Call to Order
Roll Call

1. Approval of August 13, 2020 Meeting Minutes.
2. Discussion of Committee Deliverables and Priorities:
 - a) Prioritized recommendations on how to improve communications between the City of Belleair Beach and our residents. The CAC should answer:
 - **WHAT** needs to be communicated.
 - i. ex. Project status, budget status, code updates
 - **HOW** it needs to be communicated.
 - i. ex. town meetings, USPS, email, social media, surveys, text
 - **WHEN** it needs to be communicated.
 - i. ex. Immediate (outages, storms) v Routine (community events)
 - b) Recommendations must consider privacy issues, city staff workload and cost (budget impacts).
 - c) Recommend appropriate ways of monitoring the effectiveness of our communications so that we can determine if we're improving.
 - d) Suggest appropriate guidelines regarding resident's use of social media for feedback (i.e. courteous, constructive, fact-based)
 - e) All recommendations should include a brief discussion to substantiate the CAC's position.

Adjournment.

Any person who decides to appeal any decision of this Meeting with respect to any matter considered at this meeting will need a record of the proceedings and for such purposes may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The law does not require verbatim minutes transcribed, therefore, the applicant must make the necessary arrangements with a private reporter or private reporting firm and bear the resulting expense. Any person with a disability requiring reasonable accommodation in order to participate in this meeting should call 727.595.4646 or fax a written request to 727.593.1409.

Patricia A. Gentry, CMC
City Clerk

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