



## Press Release

### **How Residents Can Submit Email Questions & Comments During Live Meetings**

April 20, 2020

Residents will be able to submit email questions and comments during live City meetings (City Council and Commission). These measures are meant to continue offering a public input method while meetings are not being held in person at City Hall. Comments and questions received during the meeting will be addressed during the Community Forum agenda item. This feature is available through CTV, our local communications commission. To access the live stream of City meetings and submit questions/comments, visit our City page on CTV's website:  
<https://webstreaming.ctv15.org/regionview.php?regionid=97>.

When the 'LIVE NOW' button is showing, the public comment feature is active and residents can submit one question/comment per minute. Supplying your address is required, but submitting your email is optional. Supplying your email could be helpful if the City cannot answer your question/comment in the meeting. We can contact you at a later date. After filling out the necessary areas, click SEND. Once the question/comment is submitted, you will see it listed below the submission form. When someone from the City has received the question/comment, you will be notified and a 'yes' will appear under the 'Received' column. You may need to refresh your browser to see the response to your submission. To watch the meeting, CLICK the 'LIVE NOW' Button. If the City is not holding a Live meeting, the public comment feature is not active.

If you have any questions about this question and comment feature or for any other feedback for City Hall, please feel free to contact me by phone at 651-792-7611 or by email at [sack.thongvanh@falconheights.org](mailto:sack.thongvanh@falconheights.org).

**Sincerely,**

*Sack Thongvanh, City Administrator*

What the question/  
comment feature looks like:

**LIVE NOW!** Website

Send a question

Name\*  
John Doe

Only accepting contact from Minnesota citizens

Address Line 1\*  
2077 Larpenteur Ave W

Address Line 2

City\*  
Falcon Heights

State/Zip\*  
MN 55113

E-mail If you would like an emailed response  
jdoe@gmail.com

Question or Comment\*  
Can you provide an answer to this question?

Send

Your message has been sent

Send

Sent questions

Question	Received
This is my question or comment.	No

LIVE Website

Send a question

There is no live session at this time.