

Instructions for Joining & Participating in the Public Meeting

Tuesday February 15, 2022 at 5:30 PM

Virtual Meeting provided via Zoom

How to join the meeting

Join by computer, tablet or smartphone:

- This is the preferred method as it allows you to see the materials on screen.
- You must register with the City by e-mailing jsmith@cityofprineville.com with your name, address and phone number. The City will maintain a list of participants and will e-mail out the zoom link the day of the meeting. **Please indicate whether you intend to provide testimony.**
- You may be prompted to “download and run Zoom” or to install the App. For first-time Zoom users, we recommend downloading and installing the Zoom App well in advance of the meeting.

Join by telephone only:

- This method is separate from the zoom meeting link or call in numbers and is for audio only. People may listen to deliberations and will have an opportunity during the public comment period to provide testimony if they wish.
- During the public comment period, Staff will identify people by phone number and an automated voice will instruct you to un-mute by dialing *6.

Phone: 346-248-7799
Meeting ID: 947 5839 2608
Participant ID: none
Password: 123456

During the Meeting

Please join the meeting 5-10 minutes prior to the 5:30 PM start time to ensure successful connection.

- Meeting attendees will be muted throughout the presentation. This will allow everyone to hear the presentation clearly without added distractions.
- There is a specific time during the meeting for questions and comments from the public. Those who indicated they want to provide testimony will be called on first.
- The meeting administrator can mute participants but cannot unmute.

For technical assistance or questions prior to the meeting:

Call: 541-447-2367 or 541-447-8338

Email: jsmith@cityofprineville.com