



## How to access the April 7, 2020 at 7 PM City Council Meeting via Video Conference

- This meeting will be held via Teleconference for public health and safety and to conform with social gathering orders issued by the Governor's Office. Please see below on options for public comment and how to phone into the meeting.
- If you want to submit a public comment for this meeting, please email City Manger Dennis Durham at [ddurham@ci.carlton.or.us](mailto:ddurham@ci.carlton.or.us) before the meeting. Comments can also be written and dropped off at City Hall using the Deposit Drop box to the right of the front door.

All comments received will be read into the public record.

To view the meeting on April 7<sup>th</sup> at 7 PM with your computer, please follow these instructions:

1. Go to <https://zoom.us/j/469174055>
  2. Follow the prompts from Zoom. You can use the audio from your computer or call in. To call in, continue using the remaining steps.
  3. Call 1-301-715-8592
  4. The prompt will ask for the meeting ID.
  5. Enter 469-174-055
  6. The next prompt will ask for a Participant ID.
  7. There is nothing to enter for this prompt. Stay on the line and you will be entered into the meeting.
  8. A message stating you are in the meeting will be stated after a few moments.
  9. You can now listen to the meeting.
- The audio for this meeting will be uploaded to the City of Carlton website within 24 hours of the meeting.