City of Homestead Virtual Meetings

Quick Start Guide

to participate in a virtual public meeting as an attendee

**Participate** in a Virtual Public Meeting

**Via WebEx Events**

Go to [www.cityofhomestead.com/calendar](http://www.cityofhomestead.com/calendar) and select the meeting that you want to attend, and then follow the on-screen prompts.

To speak during the meeting, electronically raise your hand during consideration of the appropriate agenda item. When you are recognized by the meeting organizer, unmute your speaker or phone, provide your name and address, and then your comments (3-minute limit).

**Listen or View** a Virtual Public Meeting

**Listen**

Dial the toll free conference number. The specific meeting conference call in number and attendee code are on the public meetings calendar items at [www.cityofhomestead.com/calendar](http://www.cityofhomestead.com/calendar)

**Watch**

Option 1: Livestream at [www.cityofhomestead.com/publicmeeting](http://www.cityofhomestead.com/publicmeeting)

Option 2: TV

- Comcast Channel 77 (within City Limits)
- ATT Channel 99 (within City Limits)

**Send Public Comments via Email**

**Specific Items**

Email [publiccomments@cityofhomestead.com](mailto:publiccomments@cityofhomestead.com) (including your name, address, item you would like to comment on, and your comment), up until 12pm on the day prior to date of the meeting. The full email will be reviewable by the governing body as part of the record. There is a 300-word limit to all comments.

**General Comments**

Email [publiccomments@cityofhomestead.com](mailto:publiccomments@cityofhomestead.com) (including your name, address, and your comment), up until 30 minutes after the end time of the meeting. Your comment will be made part of the Meeting Minutes. There is a 300-word limit to all comments.