



MEETING INSTRUCTIONS

How To view and listen to a Zoom Meeting

Join Meeting

Recommended: Join the Zoom Webinar to view and listen LIVE! To join, click the Zoom link found on the first page of the Meeting Agenda Packet.

Please note that Zoom may require a Name and Email to join the webinar. The information will not be shared with any of the meeting hosts or participants. You may enter "Anonymous" for the name and a fake email if you do not feel comfortable sharing your information with Zoom, or you can join via the alternative option below.

TIP: If the Zoom link does not work, follow these steps:

1. Navigate to <https://zoom.us/join>
2. Enter the Meeting ID (found on the 1st page of the Agenda), click "Join"

Alternative: If you are unable to access the Zoom Webinar, you may dial-in to listen to the meeting.

For City Council meetings, you may also watch the meeting live on AMP Peninsula Channel 25.

NOTE: Live Web Stream will not be available from the City website. Viewing will only be available through the Zoom Webinar or, in some cases, AMP Peninsula Channel 25.

To Dial-In:

1. Dial one of the numbers provided on the first page of the Agenda packet.
2. When prompted for the **Meeting ID**, enter the Meeting ID provided on the first page of the Agenda Packet.
3. When prompted for a **Participant ID**, press the **#** key.
4. If this does not allow you into the meeting, there may be an issue with the phone number. Please try another number from the list provided in the Agenda packet and go through the steps again.

Public Comment

Public Comment will only be accepted in person at the City Council Chamber:

City Hall
300 Forest Avenue
Pacific Grove, CA

OR

via email: publiccomment@cityofpacificgrove.org

Mute/Unmute

When joining a meeting, attendees remain muted throughout the meeting.

Audio

If you have difficulty hearing the meeting through your computer, use the following link to troubleshoot the problem.

[Testing Computer or Device Audio](#)

Having Difficulties?

City Council Meetings - for technical support, dial (831) 648-3128. A member of staff will assist you.

Board/Commission Meetings - some boards and commissions are providing a Help Line for technical support. If it is provided, dial (831) 648-3128 and a member of staff will assist you. If it is not available or you are unable to get through, please contact the board/commission staff liaison for assistance.

There may be some delay during the broadcast view of the meeting. We appreciate your understanding and patience.