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Members of the public participating during the meeting via ZOOM will wait in a virtual queue until called upon during the appropriate participation period. Because of limitations on un-muting and re-muting members of the public, there will be only one period per case.

When audience participation is permitted, members of the public will be called one at a time, as would happen during an in-person meeting. The meeting moderator will determine the order of public speakers. If you want to speak, you must use the “Raise Hand” feature for the meeting moderator to know you need to be unmuted. When you are unmuted, you will have three (3) minutes to share your comments to the public body. At the conclusion of your comments or your three (3) minutes, you will be re-muted and then removed from the queue.

Participants may also choose to submit comments that can be read into the record. Comments can be submitted via an email to [clerk@walledlake.com](mailto:clerk@walledlake.com). Written comments will be accepted prior to 4:30 p.m. on the day of the meeting.

#### **Procedures by which persons may contact members of the public body prior to a meeting.**

The City of Walled Lake government e-mail addresses of the members of all public bodies utilizing this means of meeting are available on the City’s website at:

<https://walledlake.us/index.php/contact-us>

#### **Procedures for participation by persons with disabilities.**

*The City will be following its normal procedures for accommodation of persons with disabilities. Those individuals needing accommodations for effective participation in this meeting should contact the City Clerk (248) 624- 4847 in advance of the meeting. An attempt will be made to make reasonable accommodations.*

#### **Individuals with Hearing or Speech-Impairments**

Users that are hearing persons and deaf, hard of hearing, or speech-impaired persons can communicate by telephone by dialing 7-1-1.

- Individuals who call will be paired with a Communications Assistant.
- Make sure to give the Communications Assistant the proper teleconference phone number and meeting ID with password.

For more information please visit:

[https://www.michigan.gov/mpsc/0,9535,7-395-93308\\_93325\\_93425\\_94040\\_94041---,00.html](https://www.michigan.gov/mpsc/0,9535,7-395-93308_93325_93425_94040_94041---,00.html)