

City of McAlester

PUBLIC MEETING PARTICIPANT INSTRUCTIONS

TELECONFERENCE MEETING

The City encourages participation in public meetings from the residents of McAlester. The City Council Chambers will remain open to the public and the public will be allowed to participate in the meeting in person or by teleconference. Below are instructions on how to listen to the meeting, request to speak on certain agenda items and how to speak under Citizen Comments and Public Hearings.

- To listen to the meeting, call the public call-in number listed on the first page of the Agenda.
- To sign up to speak on an agenda item, Citizens Comments, Public Hearings, or ask questions about the meeting, call 918-423-9300 ext. 4956 or text (918) 470-9817 during regular business hours with your name, address, and the item you wish you speak on.

Telephone participants who wish to speak on items on the agenda will be placed on mute until the Mayor or Chairman recognizes the caller to speak. Citizens will be limited to 5 minutes to speak to Council. Callers should participate from a quiet space with limited background noise.

The Mayor or Chairman will announce at the beginning of the meeting that if connections are lost, the City will attempt to restore communications for a maximum of 30 minutes and if communications cannot be restored, the meeting will reconvene at a certain date, time and place.

If you are disconnected from the teleconference, please try calling in again before calling or texting 918-470-9817.