City of Phoenix

CITY COUNCIL MEETINGS

ATTENDANCE

&

REQUEST TO SPEAK OPTIONS

ONLINE

PHONE

IN PERSON
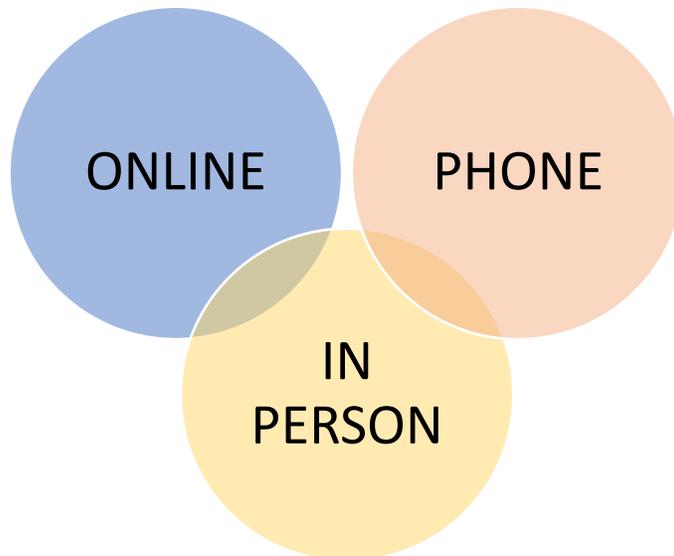
ATTEND ONLINE (VIRTUALLY VIA WEBEX)

1. TO FIND THE MEETING YOU WANT TO ATTEND

Go to the Council Meetings web page and find the meeting you are interested in:
https://www.phoenix.gov/cityclerk/publicmeetings/city-council-meetings

Meetings are generally added to the webpage (on Thursdays) the week prior to meeting.

2. TO VIEW THE AGENDA

Click open the agenda for the meeting you want attend.

Date and Time:	Type:	Agenda:
April 20, 2022, 2:30 PM	Formal Meeting	

3. TO SUBMIT A REQUEST TO SPEAK ONLINE (AT LEAST 2 HOURS PRIOR TO THE MEETING)

Click on the 'Request to Speak' icon for the meeting you want to attend.

Date and Time:	Type:	Agenda:	Request to Speak:
April 20, 2022, 2:30 PM	Formal Meeting		

Fill out the 'Request to Speak – Virtual' Form. Reminder: You will need the agenda item number for the item you want to speak on, which is listed in the agenda (see step 2). To speak on other topics, not listed on the agenda, enter '000' for the item number for an opportunity to speak during Citizen Comments.

4. TO ATTEND THE MEETING ONLINE

At the time of the meeting,

Date and Time:	Type:	Agenda:	Request to Speak:	Meeting Link:
April 20, 2022, 2:30 PM	Formal Meeting			

Click on the 'Meeting Link' icon for the meeting you want to attend. The Webex meeting event page will open. Enter your 'First Name', 'Last Name' and 'Email Address' to JOIN and listen to the meeting.

If you submitted a request to speak at least 2 hours prior to the meeting (using instructions in step 3), it is recommended that you join the Webex meeting at least 10 minutes prior to the meeting, and that you join using the same 'First Name', 'Last Name' and 'Email Address' you used to request to speak, so that during the item you signed up for, you can be found and unmuted.

ATTEND BY PHONE

1. **TO FIND THE MEETING YOU WANT TO ATTEND**
   Go to the Council Meetings web page and find the meeting you are interested in:
   https://www.phoenix.gov/cityclerk/publicmeetings/city-council-meetings

   Meetings are generally added to the webpage (on Thursdays) the week prior to meeting.

2. **TO VIEW THE AGENDA**

   Click open the agenda for the
   meeting you want attend.

Date and Time:	Type:	Agenda:
April 20, 2022, 2:30 PM	Formal Meeting	

3. **TO SUBMIT A REQUEST TO SPEAK BY PHONE (AT LEAST 2 HOURS PRIOR TO THE MEETING)**

   Call 602-262-6001 -- At least 2 hours prior to the meeting and submit a 'Request to Speak' for the meeting you want to speak at.

   You will need the agenda item number for the item you want to speak on, which is listed in the agenda (see step 2). To speak on other topics, not listed on the agenda, register to speak for item '000' for an opportunity to speak during Citizen Comments.

4. **TO ATTEND THE MEETING BY PHONE**

   At the time of the meeting,

   Call 602-666-0783 and enter the specific Meeting ID for that meeting listed on the first page of the agenda for that meeting (see step 2).

   If you submitted a request to speak at least 2 hours prior to the meeting (using instructions in step 3), you must call in to the meeting using the same phone you signed up with, so that during the item you signed up for, you can be found and unmuted.

ATTEND IN-PERSON

1. ARRIVE AT THE CITY COUNCIL CHAMBERS 1 HOUR PRIOR TO THE MEETING

Go to the Phoenix City Council Chambers located at 200 W. Jefferson Street, Phoenix, AZ 85003.

Seating is limited and on a first-come, first-served basis. Therefore, arrive 1 hour prior to the meeting to allow time to get through security screening (metal detector) and if wishing to speak, to submit a Request to Speak electronically at a Kiosk.

Upon arrival, and depending on seating availability, residents will attend the meeting from either the City Council Chambers (Upper/Lower Chambers) or from City Hall (Assembly Rooms). Attendees will be able to see, hear and speak from the location they are attending from (Upper/Lower Chambers or City Hall). If all locations are at maximum seating capacity, residents will be able to attend and listen to the meeting by phone or Webex.

For in-person attendance, parking is available at nearby parking meters or paid parking lots.

2. TO VIEW THE AGENDA

An electronic copy of the agenda will be available at kiosks located in City Council Chambers (Upper/Lower Chambers) and City Hall (Assembly Rooms).

Date and Time:	Type:	Agenda:
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3. TO REQUEST TO SPEAK IN PERSON

Upon arrival, attendees can sign-up to speak electronically at kiosks located in City Council Chambers (Upper/Lower Chambers) and City Hall (Assembly Rooms) until an item is called. After an item is called, requests to speak for that item will not be accepted.

4. TO POST AN E-COMMENT ON AN ITEM ONLINE (AT LEAST 2 HOURS PRIOR TO THE MEETING)

Click on the 'Comment Only' icon on the Council Meetings web page

Arrive at the eComments System website

Sign Up (first time users) or Sign In (returning users) and enter comments on the agenda item(s) you want to comment on. Please note, once a comment is submitted it will be viewable to anyone visiting the website and it cannot be modified by you or anyone else.