How to Attend Via Zoom and Provide Public Comments On the Public Meeting District Boundary Adjustment Project

How to Join the Draft EIR Public Zoom Meeting

- Meeting information can be found on the Monterey Peninsula Water Management District (District) website at: https://www.mpwmd.net/resources/measure-j-information/
- Click the Zoom link for the Meeting shown below (also provided at the District website and via email to the project mailing list)
  - Join Zoom Meeting: https://zoom.us/j/97514055058
- If you do not already have Zoom installed on your computer, you will be prompted to download and run the Zoom application. Zoom will start once the download has finished. If you already have Zoom on your computer, you will be prompted to open the Zoom application
  - **Please note:** If you do not have Zoom installed on your computer, please allow ample time prior to the meeting to install Zoom. If you already have Zoom installed on your computer, please ensure all updates are installed prior to joining the meeting, to ensure that your system is up-to-date with the latest security patches
- Enter the Meeting Password as shown below (also provided at the District website)
  - **Password**: 598918
  - Please note, if you are joining the Zoom meeting directly through the application (not using the link) you will also be prompted to insert the **Meeting ID**, which is: 975 1405 5058
- Enter your email address and your name
  - The District is committed to keeping your e-mail address confidential and will not use or retain your email for any other purposes than this meeting
  - If you wish to be added to the project mailing list, please send a comment per the directions below requesting to be added
- Select your audio through your computer or your telephone
  - To prevent feedback, do not use both computer and telephone audio
  - All microphones during the meeting, except the presenters, will be muted to reduce background noise during the meeting
- Once the Meeting Host has arrived, you will be joined into the meeting
- For further guidance please see Zoom's online support information on joining a Zoom meeting step-by-step guide: https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting

How to Submit a Public Comment

- To ensure comments are accurately captured please submit a written comment for the record, please direct written comments to:

  David Stoldt, General Manager

  Monterey Peninsula Water Management District

  5 Harris Court, Building G

  Monterey, CA 93940

  comments@mpwmd.net

- Written comments are due by **Monday, August 3, 2020 @ 5:00 PM**
- In addition, at the end of the Public Meeting there will be a comment period
- Public comments will be accepted through the Group Chat feature of Zoom
  - Click the Chat button on the Menu bar, this will open the chat on the right. Click the drop down next to **To:** and select Meeting Host, and then type in your comment in the chat
    - If you are having problems accessing the Group Chat feature please see the Zoom Help Center guidance on this here: https://support.zoom.us/hc/en-us/articles/203650445-In-Meeting-Chat
  - Your comment will be sent to the Meeting Host, who will read the comment aloud. Depending on the volume of comments, some comments may not be read during the meeting. However, all comments sent in will be saved for the administrative record
  - Comments sent to other meeting hosts (i.e. presenter or District representative) will not be considered

Security

- The District takes your privacy and security seriously. For this reason, we have enabled multiple security settings and controls to ensure to the greatest extent possible that the meeting is secure and disruption-free. Some of these features include:
  - All microphones, except the meeting presenters, will be muted, to prevent background noise and disruptions. Comments will be taken at the end of the meeting using the Group Chat tool
  - Please join without video, to limit disruptions and protect the privacy of other meeting members. The meeting host may disable webcams manually
  - Public screensharing will be disabled