

## Chatham County Department of Engineering Pre-development Meeting

### (Instructions)

1. Contact Nick Milionis at [nmilionis@chathamcounty.org](mailto:nmilionis@chathamcounty.org) for placement of your project onto the agenda.
2. Download and install the Webex Meetings application onto your PC:  
<https://www.webex.com/downloads.html/>
3. You will receive an invite to the meeting via email.
  - a. When you accept the invite, the meeting will be added to your calendar on your email application (Microsoft Outlook).
4. On Wednesday morning, go to the calendar and open the Meeting item. Select the "Join" button.
5. Please, lower your volume button on the microphone until an appropriate level is made to avoid feedback issues.

Meetings will start early, so that minor technical issues may be resolved before 9am.