

-- AGENDA --

WORK SESSION MEETING OF THE WEST BRANCH CITY COUNCIL TO BE
HELD VIRTUALLY AT WEST BRANCH CITY HALL, 121 N. FOURTH ST. ON
MONDAY, MARCH 15, 2021, BEGINNING AT 7:00 P.M.

PLEASE NOTE: All guests and parties in attendance are asked to sign in if they will be making any comments during meetings, so that the City Clerk may properly record your name in the minutes. Public comments are limited to 3 minutes in length while matters from the floor are limited to 10 minutes, unless you have signed in and requested additional speaking time, and that the request is then approved by either the Mayor or a majority vote of Council. All in attendance are asked to silence all cell phones and other electronic devices. Accommodations are available upon request to those who require alternately formatted materials or auxiliary aids to ensure effective communication and access to City meetings or hearings. All request for accommodations should be made with as much advance notice as possible, typically at least 10 business days in advance by contacting City Clerk Amanda Stang at (989) 345-0500. [DISCLAIMER: Views or opinions expressed by City Council Members or employees during meetings are those of the individuals speaking and do not represent the views or opinions of the City Council or the City as a whole.] [NOTICE: **Audio and/or video may be recorded at public meetings of the City Council.**]

- I. Call to order
- II. Roll call
- III. Additions to the agenda
- IV. Public comment on agenda items only (limited to 3 minutes)
- V. New business
 - A. Marijuana Licensing
 - B. City Budget
- VI. Public comment any topic
- VII. Adjournment

UPCOMING MEETINGS-EVENTS

March 16- WWTPA Meeting- 3:30pm
March 17- Airport Meeting-12:15pm
March 23 & 27- Planning Commission & ZBA Work Session- 6pm
April 2 – City Hall Closed – Good Friday
April 5 – Council Meeting – 6:00pm

In response to the COVID -19 pandemic, City Council meetings will be broadcasted virtually. Council may be in attendance for the meeting with social distancing and facemasks requirements. If someone would like to address Council in person, special arrangements can be made to allow for in person comments subject to social distancing requirements. If you wish to speak in person, we ask that you call City Hall at 989-345-500 or email the City Clerk at clerk@westbranch.com in order for the Council Chambers to be prepared for the in-person comments.

**CITY OF WEST BRANCH
CITY COUNCIL WORK
SESSION MEETING
March 15, 2021**

PLEASE TAKE NOTICE that the West Branch City Council Work Session meeting scheduled for March 15, 2021 starting at 7:00 pm will be conducted virtually (online and/or by phone), due to health concerns surrounding Coronavirus/COVID-19 pandemic.

Public comment will be handled by the "Raise Hand" method as instructed below within Participant Controls.

To comply with the Americans with Disabilities Act (ADA), any citizen requesting accommodation to attend this meeting, and/or to obtain this notice in alternate formats, please contact the City Clerk by phone at (989) 345-0500 from 8:00 am-4:30 pm Monday- Friday or by email at clerk@westbranch.com, at least five business days prior to the meeting.

Zoom Instructions for Participants

To join the conference by phone:

1. On your phone, dial the teleconferencing number provided below.
2. Enter the **Meeting ID number** (also provided below) when prompted using your touch-tone (DTMF) keypad.

Before a videoconference:

1. You will need a computer, tablet, or smartphone with speaker or headphones. You will have the opportunity to check your audio immediately upon joining a meeting.
2. Details, phone numbers, and links to videoconference or conference call is provided below. The details include a link to "**Join via computer**" as well as phone numbers for a conference call option. It will also include the 9-digit Meeting ID.

To join the videoconference:

2. At the start time of your meeting, enter the link to **join via computer**. You may be instructed to download the Zoom application.
3. You have an opportunity to test your audio at this point by clicking on "Test Computer Audio." Once you are satisfied that your audio works, click on "Join audio by computer."

You may also join a meeting without the link by going to join.zoom.us on any browser and entering the Meeting ID provided below.

If you are having trouble hearing the meeting, you can join via telephone while remaining on the video conference:

1. On your phone, dial the teleconferencing number provided below.
2. Enter the **Meeting ID number** (also provided below) when prompted using your touch-tone (DTMF) keypad.

3. If you have already joined the meeting via computer, you will have the option to enter your 2-digit participant ID to be associated with your computer.

Participant controls in the lower left corner of the Zoom screen:



Using the icons in the lower left corner of the Zoom screen, you can:

- Mute/Unmute your microphone (far left)
- Turn on/off camera ("Start/Stop Video")
- Invite other participants
- View Participant list – opens a pop-out screen that includes a "Raise Hand" icon that you may use to raise a virtual hand during Call to the Public
- Change your screen name that is seen in the participant list and video window
- Share your screen

Somewhere (usually upper right corner on your computer screen) on your Zoom screen you will also see a choice to toggle between "speaker" and "gallery" view. "Speaker view" shows the active speaker. "Gallery view" tiles all of the meeting participants.

Meeting Information:

The City of West Branch is inviting you to a scheduled Zoom meeting.

Topic: 3-15-21 Council Work Session

Time: Mar 15, 2021 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89596700914?pwd=WklhTTNzOCtsY1lpY29sZHd2Y0VkZz09>

Meeting ID: 895 9670 0914

Passcode: 868636

One tap mobile

+16465588656,,89596700914#,,,,*868636# US (New York)

+13017158592,,89596700914#,,,,*868636# US (Washington DC)

Dial by your location

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 895 9670 0914

Passcode: 868636

Find your local number: <https://us02web.zoom.us/j/kcrt9FnPqk>

If you wish to speak with any of our council members, please reach out via their email addresses below or you may call City Hall @ (989) 345-0500 to leave a message for them.

CITY COUNCIL MEMBERS

Mayor Paul Frechette – frechettewbmayor@westbranch.com

Mike Jackson -- jacksonwbcouncil@westbranch.com

Joanne Bennett --- bennettwbcouncil@westbranch.com

Ellen Pugh --- pughwbcouncil@westbranch.com

Chris Powley -- powleywbcouncil@westbranch.com

Cathy Zimmerman – zimmermanwbcouncil@westbranch.com

Tiffany Schmieder-Kups – schmieder-kupswbcouncil@westbranch.com

And as always, minutes of all Council Meetings can be found on our website at www.westbranch.com, under the Government Tab.