

March 30 Work Session COVID-19 Layout

Goals

- Honor safe social distancing expectations
- Move forward discussion regarding sales tax/community recreation initiative
- Create clear (as possible) communication regarding the above
- Provide a viable option, and practice, for future non-in-person meetings

Logistics

- To be clear up front, in-person attendance at this meeting is NOT AN OPTION based on social distancing expectations and our closed City Hall.
- FreeConference.com will be the platform utilized
 - This platform allows a meeting/interaction via phone or a computer – including use of your computer speakers and screen for visuals
 - Google Chrome is highly suggested if using your computer
 - This platform allows us to post the conference call number appropriately for a public meeting – number will be posted on the front door of City Hall, which aligns with all previous work session public advertisement
 - Bonnie will post the Agenda at City Hall when it is set, it will include the conference call-in number and this information
 - Any details that will need to be shared (drawings, specs, financials, etc.) beyond conversation will need to be provided to John in advance. He will be able to share his screen as the moderator and those on the call via their computer should be able to see the materials
- John Mulder will act as moderator (Joe Wicklund will train John and act as back-up moderator)
- Speaking roles will be granted to the councilors, the Mayor, city staff members in attendance, and requested members of the public, such as HABA representatives
- The public can attend the meeting by calling in, but like a work session, they will be muted and only able to hear the discussion
- Joe Wicklund will also work to train each City Councilor and the Mayor, in individual sessions, on the platform, so there is some comfort level and experience with the platform heading into the meeting