

**VILLAGE OF GROSSE POINTE SHORES, A MICHIGAN CITY
MEETING OF THE CITY COUNCIL
TUESDAY, MARCH 23, 2021 – 1:00 P.M.**

**VIRTUAL ZOOM MEETING
See Attached for Video and Phone Connection Instructions
Visit Website for Clickable Link
<https://www.gpshoresmi.gov/>**

*****PLEASE NOTE THE MEETING PROCEDURE CHANGES FOR THE PUBLIC IN THE INSTRUCTIONS SECTION BELOW**

AGENDA

- 1. CALL MEETING TO ORDER - Mayor Ted Kedzierski**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL – Clerk Bruce Nichols**
- 4. DISCUSSION & APPROVAL OF FINANCE DIRECTOR'S EMPLOYMENT CONTRACT**
- 5. ADJOURNMENT**

MEETING INSTRUCTIONS

How to Submit Public Comment

There will be two options for how to submit a public comment for this meeting: attending the Zoom meeting or written comment. There will be two public comment periods: one before agenda items at the beginning of the meeting and one at the end of the meeting for new/old business. Spoken comments will be limited to three minutes. Written comments will be limited to 250 words.

Members of the public wishing to make a comment via Zoom will need to either join the meeting through the app on their computer/tablet/mobile phone and/or dial in to the phone number listed on the public notice. All spoken comments through the Zoom app or the phone will be limited to three minutes. The provided meeting guidelines outline the process for teleconferencing comments that will be followed during the meeting.

Written comments can be submitted directly to lmichaux@gpshoremi.gov. **If you are submitting two written comments, please type either Public Comment Agenda Items or Public Comment New/Old Business in the subject line of your email.**

Guidelines for Public Participants

1. All virtual meetings will be conducted via Zoom with a dial-in option. If you join the meeting utilizing the Zoom app on your computer/tablet/phone, you will be able to listen, see the City Council members and make a public comment if you desire to do so. **We are not allowing the public to utilize a webcam during the meeting.** If you join the meeting with your webcam on, it will be disabled by the host.
2. All meeting materials and meeting information is available on the City website at www.gpshoresmi.gov
3. The meeting will start promptly at the time listed on the meeting notice. **Public participants will be permitted to join the meeting five minutes before the meeting is scheduled to start.**
4. When you are ready to join the meeting, please make sure your line is muted to decrease background noise. Public participant lines have to remain muted until the public comment portion of the meeting. **Also, make sure your webcam is disabled before you join.** If you join the meeting with your webcam on, it will be disabled by the host.
5. If you decide you want to make a public comment, please utilize the raise hand function in the Zoom app or on the phone **during the agenda item before the appropriate public comment period.** To raise your hand on the phone, press *9. Staff will add you to the public comment queue list for the next public comment period. **Please note that all public participants are only allowed one three-minute public comment per public comment period.**
6. **When each public comment period begins,** the Mayor will review the process for public comments. After the process is reviewed, the Mayor will call on the City Clerk to read any public comments that were submitted via written statement. When those are completed, the

Mayor will call for any spoken public comment. A staff member/City Clerk will call on public participants by either the last four digits of your phone number or your participant name listed in the Zoom app. Public participants will be called in the order they were added to the queue list. Public participants who do not respond within ten seconds of their phone number or screen name being called will be skipped and the next person in line will be called on. This method will continue until all public participants have had the opportunity to comment. **All public comments shall not exceed three minutes.**

7. Once the public comment period is done, the Mayor will either continue with the next agenda item or end the meeting.

Hosts will have the ability to and will remove participants from the meeting if they breach the peace in such a way that disrupts or interferes with the meeting.