

## NOTICE OF BUDGET COMMITTEE MEETING

Public meetings of the Budget Committee of the City of Springfield, Lane County, State of Oregon, to discuss the budget for fiscal year July 1, 2020 to June 30, 2021 will be held remotely via GoTo Webinar. The purpose of the meetings are to receive the budget message and to receive comment from the public on the budget.

The meeting dates and agenda topics are as follows;

Tuesday May 5<sup>th</sup>, 2020 at 6:15 PM (receive the budget message, receive comment from the public, deliberation, approval of the budget)

Tuesday May 12<sup>th</sup>, 2020 at 5:30 PM (additional meeting time, if needed)

More information about these meetings may be found on the City's website at: <https://www.springfield-or.gov/events/2020-05/>

### MEETING ACCESS

The meetings will be accessible via the access information contained below. This information is also available on the City's website.

#### **From your computer, tablet or smartphone:**

GoTo Webinar Meeting ID: 519-175-403

<https://attendee.gotowebinar.com/register/2009199576357082123>

#### **To dial-in in listen only mode using your phone:**

United States: +1 (562) 247-8422

Access Code: 834-055-382

#### **Attend in-person:**

The doors at the South Entrance to City Hall will be open at 5:15 pm to allow people to attend the meeting in person. Social distancing measures must be adhered to and attendees are required to wear face coverings. The meeting location is wheelchair-accessible. For the hearing-impaired, an interpreter can be provided with 48 hours' notice prior to the meeting. A "Personal PA Receiver" for the hearing impaired is available, as well as an Induction Loop for the benefit of hearing aid users. To arrange for these services, call 541.726.3700.

### HOW TO ACCESS THE PROPOSED BUDGET

A copy of the budget document may be inspected online at <https://www.springfield-or.gov/city/finance/budget-committee-meetings-agendas/> or obtained by mail on or after April 21, 2020, via email request to [Budget@springfield-or.gov](mailto:Budget@springfield-or.gov) or phone request via phone message to 541-736-1032.

## **METHODS FOR PUBLIC COMMENT**

Citizen comments are normally scheduled under the agenda item “Business from the Audience” and are limited to three (3) minutes each. Multiple options will be provided for the public to ask questions and comment on the budget. Below are the methods which will be provided.

### **1.) Using GoToWebinar participation functionality**

GoToWebinar software provides functionality for the organizer to allow attendees to speak during the meeting, provided the attendee is utilizing a computer or tablet with a microphone. During Business from the Audience, the meeting organizer will look for attendees to ‘raise their hand’ and will then unmute the attendees’ microphone, allowing them to provide comment or ask a question.

### **2.) Written email comment in advance of the meeting**

Written comment may be received via email sent to [Budget@springfield-or.gov](mailto:Budget@springfield-or.gov) starting from the posting of information for public review on April 21<sup>st</sup> through 5:00 p.m. the day prior to the Budget Committee meeting. Written comments will be read by staff during the business from the audience section of the Budget Committee meeting and will be given a three minute time limit per submission. Responses must list the name and address of the individual providing the comment.

### **3.) Prescheduled phone call-in to meeting**

Members of the public may arrange to phone in comments by emailing [Budget@springfield-or.gov](mailto:Budget@springfield-or.gov) or calling the Finance Department at 541-736-1032. Arrangements must be made no later than 5:00pm the day prior to the Budget Committee meeting. Staff will provide members of the public a window of time in which staff will call the individual and then use a speakerphone to connect them to the meeting.

### **4.) Attend and provide comment in person at City Hall**

These are public meetings where deliberation of the Budget Committee will take place and public comment will be heard. All interested persons may appear to discuss issues before the Committee.

Nathan Bell  
Finance Director