

**CITY OF SPRINGFIELD
BUDGET COMMITTEE MEETING**

Due to State-wide orders regarding social distancing and large gatherings, this meeting will be available via phone and internet using GoToWebinar. Members of the public wishing to attend this meeting electronically can attend virtually by following the directions below. This information can also be found on the City's website.

Tuesday, May 5th, 2020, 6:15 p.m.

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

Meeting Materials: <https://www.springfield-or.gov/city/finance/budget-committee-meetings-agendas/>

AGENDA

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| A.) COMMITTEE OPENING REMARKS | | 10 minutes |
| 1. Welcome from the Budget Committee Vice-Chair | Kori Rodley | |
| 2. Roll Call | Staff | |
| 3. Election of Chairperson and Vice Chairperson | Kori Rodley | |
| B.) STAFF OPENING REMARKS | Nancy Newton | 15 minutes |
| 1. Welcome from the City Manager | | |
| 2. Delivery of Budget Message | | |
| C.) INTRODUCTION OF BUDGET | Nathan Bell | 30 minutes |
| 1. Budget Committee Bylaws and Process | | |
| 2. Budget Overview | | |
| D.) QUESTIONS AND DISCUSSION ON THE BUDGET | Committee Chair | 30 minutes |
| E.) PUBLIC HEARING STATE SHARED REVENUE | | 10 minutes |
| F.) BUSINESS FROM THE AUDIENCE | | 20 minutes |
| G.) CITY BUDGET DELIBERATION & APPROVAL | | |
| Errata Summary | Nathan Bell | |
| Motions and Deliberation Process | Nathan Bell | |
| Budget Committee Discussion and Deliberations | Committee Chair | |
| Budget Committee Approval of Budget | Committee Chair | |
| H.) ADJOURN | | |

ATTACHMENTS

Budget Overview

- 1) FY21 Budget Overview Memo
- 2) Overview Presentation
- 3) Budget Committee Bylaws and Charge
- 4) Program Operating Expenditures and Revenues
- 5) Citywide Revenue Detail by Type and Account
- 6) Citywide Operating Expenditure Detail by Account

Department Operating Budgets

- 7) City Manager's Office Department Summary
- 8) City Manager's Office Department Expenditure Detail
- 9) Development and Public Works Department Summary
- 10) Development and Public Works – All Divisions Expenditures Detail
- 11) Capital Budget Summary
- 12) Capital Project Expenditure Detail
- 13) Finance Department Summary
- 14) Finance Department Expenditure Detail
- 15) Fire & Life Safety Department Summary
- 16) Fire & Life Safety Department Expenditure Detail
- 17) Human Resources Department Summary
- 18) Human Resources Expenditure Detail
- 19) Information Technology Department Summary
- 20) Information Technology Department Expenditure Detail
- 21) Legal Services Department Summary
- 22) Legal Services Expenditure Detail
- 23) Library Department Summary
- 24) Library Expenditure Detail
- 25) Police Department Summary
- 26) Police Department Expenditure Detail

City Motions for Approval

- 27) City Motions Required for Approval of Proposed Budget

FY21 Proposed Budget Document

- 28) City of Springfield Proposed Budget Fiscal Year 2020/2021

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. Provided 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 comment in advance of the meeting

Written comment may be received via email sent to Budget@springfield-or.gov starting from the posting of information for public review on April 21st 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.

3.) Prescheduled phone call-in to meeting

Members of the public may arrange to phone in comments by emailing 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