



AGENDA

NORTH BETHANY COUNTY SERVICE DISTRICT FOR ROADS BUDGET SUBCOMMITTEE MEETING

Date and Time:

Friday April 9, 2021

5 – 7:00 p.m.

Location:

Zoom Webinar

<https://us02web.zoom.us/j/81007022228>

Webinar ID: 810 0702 2228

By Phone: 1-346-248-7799

- 1) Welcome and Zoom Meeting Protocols (5 min)
- 2) Subcommittee Member and Staff Introductions (10 min)
- 3) Staff Presentation (45 min)
- 4) Public Comment (2 min/person, up to 10 min)
- 5) Committee Deliberation (45 min)
- 6) Wrap-up (5 min)

Meeting materials are available for review at:

www.co.washington.or.us/LUT/PlanningProjects/Bethany/Funding/county-service-district.cfm

If you need a sign language interpreter, a language interpreter, or an assistive listening device, please call 503-846-4963 (or 7-1-1 for Telecommunications Relay Service) at least 3 days prior to this meeting.

Please contact Sarah Lundin at sarah_lundin@co.washington.or.us or (503) 846-3823 for assistance.

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NORTH BETHANY COUNTY SERVICE DISTRICT FOR ROADS BUDGET SUBCOMMITTEE MEETING

(North Bethany CSDR)

Zoom Meeting Protocol

Welcome to the virtual North Bethany County Service District for Roads Budget Subcommittee Meeting (North Bethany CSDR). This guide will walk you through how to join a Zoom meeting, who will be designated as a presenter vs. who will be an attendee, how to participate, and some basic etiquette requests for everyone in the meeting.

To begin, let's establish the who's-who:

- Panelists: Committee members (or their designated alternates) and presenters (those normally seated around the table during an in-person meeting).
- Attendees: the "audience members" of the meeting.

Attendees will not be able to speak during the meeting, except during the designated public comment period. Panelists will have open speaking abilities. Panelists, please remember to keep your microphone *muted* unless you are speaking. *Fun fact: while muted, you can press down on your keyboard's space bar to temporarily unmute yourself.*

Panelists:

- Please keep your video on during the meeting so those in attendance can see you. Should you need to step away, please make sure your microphone is muted and camera turned off temporarily.
- If you are calling into the meeting on your phone, please ensure that your phone is muted until you have been called upon to speak.
- Please utilize the Raise Your Hand feature to indicate that you have a question or comment.
 - If you are calling into the meeting, *9 will notify the moderator that you have raised your hand.

Zoom Etiquette

In this new world of virtual meetings, we are all responsible for a little extra attention to detail and awareness of our presence and participation ideals. Here are a few helpful reminders:

- Remember that everyone can see what is behind you, so a professional background or blurring of your background is recommended.
- Everything happening in your home/office and surrounding space is also audible to everyone in the meeting. Please mute your microphone unless you are actively speaking. Remember that we are making an audio recording of the meeting and a barking dog or loud household member will be on permanent record.

- Some of us are more technologically savvy than others, so please respect each other's' learning curves. If someone appears to be speaking and is still muted, a simple "You're muted, sir/ma'am" is sufficient.

Michael Nemeyer (Washington County Information Technology Services) is our support person and main contact for all questions related to Zoom. He can be reached via email at Michael_Nemeyer@co.washington.or.us or by phone at 503-846-8078. You may also contact Sarah Lundin at sarah_lundin@co.washington.or.us or (503) 846-3823 for assistance.