

**CITY OF PORT ORFORD
ONLINE SESSION OF THE COMMON COUNCIL
TUESDAY, May 24, 2021 AT 3:30 P.M.**

AGENDA

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/767325525>

You can also dial in using your phone.

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1. Call to Order
2. Review Budget Documents- Address questions from the Budget Committee
3. Set Date for Next Budget Meetings
4. Public Comment
5. Adjourn

PUBLIC: When you join the meeting (5-10 min. prior to the meeting)

- If you plan to speak/comment during the meeting (when permissible to do so), please announce your name and “how” you are joining the meeting (i.e. by computer and/or phone). Speak slowly and clearly, so the organizer may “find” you and identify your “caller” location.
- Please wait to be called on to speak, to avoid talking over someone.
- When you are not speaking, please mute yourself (so the organizer doesn’t have to do this).
- Please limit side conversations and multitasking while you are in the meeting.
- Be aware even if you are not on camera, sound can be heard over unmuted phones and will be distracting. And if you are on camera “absences” will be noticeable, and also distracting.
- To minimize feedback noise, we will only have the meeting host, Mayor, and one other speaker unmuted at any time during the meeting.
- Please be aware that if poor etiquette is being observed, it may be called out so you have an opportunity to fix the situation.