

MINUTES OF THE REGULAR CITY COUNCIL MEETING
CITY OF COLLEGE STATION
FEBRUARY 14, 2013

STATE OF TEXAS §
 §
COUNTY OF BRAZOS §

Present:

Nancy Berry

Council:

Blanche Brick
Jess Fields
Karl Mooney
John Nichols
Julie Schultz
James Benham

City Staff:

Frank Simpson, Interim City Manager
Kathy Merrill, Deputy City Manager
Carla Robinson, City Attorney
Sherry Mashburn, City Secretary
Ian Whittenton, Records Management Coordinator

Call to Order and Announce a Quorum is Present

With a quorum present, the Regular Meeting of the College Station City Council was called to order by Mayor Nancy Berry at 7:18 p.m. on Thursday, February 14, 2013 in the Council Chambers of the City of College Station City Hall, 1101 Texas Avenue, College Station, Texas 77842.

1. Pledge of Allegiance, Invocation, consider absence request.

Citizen Comments

Carroll Claycamp, 300 Lee Avenue, read a prepared statement, attached.

Cora Rogers, 7472 Old Jones Road, spoke about the proposed landfill in the Brushy community. The dump site has not opened yet, but the community still needs the City's help. She asked the Council how would they like a landfill placed in their front or backyard.

Argie Butler, 8783 Vincent Road, spoke about the proposed landfill in the Brushy community. She is here again tonight to keep this issue in front of the Council. TCEQ has issued a nine-

month hold, but they have not won yet. They do not want this dump out there. Individual rights end whenever they infringe on others' rights and health concerns. Other towns are fighting what they are fighting.

CONSENT AGENDA

2a. Presentation, possible action, and discussion of minutes for:

- January 24, 2013 Workshop
- January 24, 2013 Regular Council Meeting
- January 28, 2013 Strategic Planning Retreat
- January 29, 2013 Strategic Planning Retreat

2b. Presentation, possible action, and discussion regarding approval of a contract between the City of College Station and Environmental Safety Services, Inc. in the amount of \$209,195.00 for the purposes of constructing the Emerald Forest Drainage Improvements Project.

2c. Presentation, possible action, and discussion regarding approval of a contract between the City of College Station and Kimley-Horn Associates, Inc. in the amount of \$122,100.00 to develop a Traffic Operations Master Plan.

2d. Presentation, possible action, and discussion regarding construction contract 13-131 with Glen Fuqua, Inc. in the amount of \$152,000 for the installation of a two course seal coat on McCullough Road, Live Oak Street, Madison Street, Church Street, and Royder Road in the Wellborn Area.

2e. Presentation, possible action, and discussion regarding approval of Resolution 02-14-13-2e, that will authorize City staff to negotiate for the purchase of easements needed for the Bee Creek Parallel Trunk Line Project.

2f. Presentation, possible action, and discussion on the second and final reading of Ordinance 2013-3477, a franchise agreement with Brannon Industrial Group d/b/a Premier Metal Buyers; for the collection of recyclables from commercial businesses and multi-family locations.

2g. Presentation, possible action, and discussion on the second and final reading of Ordinance 2013-3478, a franchise agreement with Budget Roll-Off Services; for the collection of construction and demolition debris from residential locations.

2h. Presentation, possible action, and discussion on a 45-day lease extension for Deluxe Burger Bar of College Station, Inc. (aka Cafe Eccell) on the First Street Property.

2i. Presentation, possible action, and discussion on a Professional Services Contract with KIT Professionals, Inc. in the amount of \$76,997 for the design, bidding, construction administration and construction materials testing for the 30-Inch Water Transmission Line Reinstallation Project.

2j. Presentation, possible action, and discussion on a Professional Services Contract with Alan Plummer Associates, Inc., in the amount of \$19,303 for a contribution toward a State-wide study for implementation of Direct Potable Re-Use for water supply.

2k. Presentation, possible action and discussion regarding an annual bid award for the machinery with Mustang Rental Services of Bryan, IX in the amount of \$75,000 annually.

21. Presentation, possible action, and discussion regarding approval of Resolution 02-14-13-2l, a "Resolution Declaring Intention to Reimburse Certain Expenditures with Proceeds from Debt" for expenditures related to the City of College Station's portion of the cost for the construction of the Health Science Center Parkway IB and Phase 2A.

2m. Presentation, possible action and discussion on Resolution 02-14-13-2m, amending the authorized representatives on the local government pool account, TexPool1.

2n. Presentation, possible action and discussion on Resolution 02-14-13-2n, amending the authorized representatives on the local government pool account, Texas Short Term Asset Reserve ("TexSTAR").

2o. Presentation, possible action, and discussion regarding first renewal of an Agreement for Services with the Brazos Valley Softball Umpires Association to provide officiating services for City athletic leagues, programs and tournaments (Contract Number 12-093) in an amount not to exceed \$190,000.00 per year.

2p. Presentation, possible action, and discussion on Resolution 02-14-13-2p for the application and acceptance of a grant from the Office of the Governor, Criminal Justice Division (CJD) to assist with the expenses incurred as a result of the capital murder and subsequent investigation of Constable Brian Bachmann.

2q. Presentation, possible action, and discussion regarding the award of Bid #13-032 for a trailer mounted underground cable puller to TSE International, Inc.

2r. Presentation, possible action, and discussion on approving an annual blanket purchase order for the purchase of replacement parts and components for City vehicles from Varsity Ford - Lincoln (College Station, TX) for the amount of \$60,000.00.

Item 2j was pulled from Consent; it will come back at a later date. Item 2o was pulled for a separate vote.

MOTION: Upon a motion made by Councilmember Fields and a second by Councilmember Benham, the City Council voted seven (7) for and none (0) opposed, to approve the Consent Agenda, less items 2j and 2o. The motion carried unanimously.

(2o)MOTION: Upon a motion made by Councilmember Schultz and a second by Councilmember Nichols, the City Council voted six (6) for and one (1) opposed, with Councilmember Fields voting against, to approve the first renewal of an Agreement for Services with the Brazos Valley Softball Umpires Association to provide officiating services for City

athletic leagues, programs and tournaments (Contract Number 12-093) in an amount not to exceed \$190,000.00 per year. The motion carried.

REGULAR AGENDA

1. Presentation, possible action, and discussion of Resolution 02-14-13-01, Purchase & Sale Agreement, and Economic Development Agreement between the City, Research Valley Partnership, and Asset Plus Realty Corporation regarding the First Street Property.

MOTION: Upon a motion made by Councilmember Fields and a second by Mayor Berry, the City Council voted seven (7) for and none (0) opposed, to approve Resolution 02-14-13-01, Purchase & Sale Agreement, and Economic Development Agreement between the City, Research Valley Partnership, and Asset Plus Realty Corporation regarding the First Street Property. The motion carried unanimously.

The developer was asked to work with the HPC and to consider applying for an historical marker.

2. Public Hearing, presentation, possible action, and discussion approving Ordinance 2013-3479, vacating and abandoning:

- **A 0.29 acre public utility easement, which is located of Block 9 the Second Revision, Oak Terrace Addition according to the plat recorded in Volume 152, Page 237 of the Deed Records of Brazos County, Texas, and**
- **A 0.23 acre public utility easement, which is located of Block 10 the Second Revision, Oak Terrace Addition according to the plat recorded in Volume 152, Page 237 of the Deed Records of Brazos County, Texas, and**
- **A 0.03 acre (1350 Sq. Ft.) public utility easement, which is located of Block 12 the Second Revision, Oak Terrace Addition according to the plat recorded in Volume 152, Page 237 of the Deed Records of Brazos County, Texas.**

At approximately 7:53 p.m., Mayor Berry opened the Public Hearing.

Ann Duyka, 503 Dogwood, asked which law enforcement agency are they to contact for problem resolution? How will road maintenance be addressed, especially potholes? Will the traffic be re-directed away from the residential area?

There being no further comments, the Public Hearing was closed at 7:59 p.m.

MOTION: Upon a motion made by Councilmember Fields and a second by Councilmember Benham, the City Council voted seven (7) for and none (0) opposed, to adopt Ordinance 2013-3479, vacating and abandoning:

- A 0.29 acre public utility easement, which is located of Block 9 the Second Revision, Oak Terrace Addition according to the plat recorded in Volume 152, Page 237 of the Deed Records of Brazos County, Texas, and
- A 0.23 acre public utility easement, which is located of Block 10 the Second Revision, Oak Terrace Addition according to the plat recorded in Volume 152, Page 237 of the Deed Records of Brazos County, Texas, and

- A 0.03 acre (1350 Sq. Ft.) public utility easement, which is located of Block 12 the Second Revision, Oak Terrace Addition according to the plat recorded in Volume 152, Page 237 of the Deed Records of Brazos County, Texas.

The motion carried unanimously.

3. Public Hearing, presentation, possible action, and discussion approving Ordinance 2013-3480, vacating and abandoning:

- **A 0.77 acre portion of Culpepper Drive Right-of-Way, in the Second Revision, Oak Terrace Addition according to the plat recorded in Volume 152, Page 237 of the Deed Records of Brazos County, Texas, and**
- **A 0.88 acre Milam Avenue Right-of-Way, which in the Second Revision, Oak Terrace Addition according to the plat recorded in Volume 152, Page 237 of the Deed Records of Brazos County, Texas.**

At approximately 8:08 p.m., Mayor Berry opened the Public Hearing.

There being no comments, the Public Hearing was closed at 8:08 p.m.

MOTION: Upon a motion made by Councilmember Benham and a second by Councilmember Schultz, the City Council voted seven (7) for and none (0) opposed, to adopt Ordinance 2013-3480, vacating and abandoning:

- A 0.77 acre portion of Culpepper Drive Right-of-Way, in the Second Revision, Oak Terrace Addition according to the plat recorded in Volume 152, Page 237 of the Deed Records of Brazos County, Texas, and
- A 0.88 acre Milam Avenue Right-of-Way, which in the Second Revision, Oak Terrace Addition according to the plat recorded in Volume 152, Page 237 of the Deed Records of Brazos County, Texas.

The motion carried unanimously.

4. Presentation, possible action, and discussion regarding the appointment of Councilmembers to boards and commissions.

MOTION: Upon a motion made by Mayor Berry and a second by Councilmember Nichols, the City Council voted seven (7) for and none (0) opposed, to appoint James Benham to the BVWACS Board. The motion carried unanimously.

MOTION: Upon a motion made by Councilmember Benham and a second by Councilmember Mooney, the City Council voted seven (7) for and none (0) opposed, to postpone appointment to Sister Cities until February 28. The motion carried unanimously.

5. Presentation, possible action and discussion regarding appointments to the following boards and commissions:

- **Bicycle, Pedestrian and Greenways Advisory Board (one vacancy)**
- **Historic Preservation Committee (two vacancies)**

Scott Shafer was appointed to the Bicycle, Pedestrian and Greenways Advisory Board.

Gary Ives and Jerry Redman were appointed to the Historic Preservation Committee.

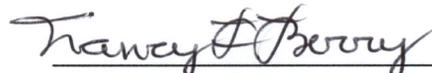
6. Presentation, possible action, and discussion regarding the Green College Station Action Plan.

Jason Stuebe, Assistant to the City Manager, updated the Council on the Green College Station Action Plan. Council asked for the following to be kept on the radar: single stream recycling, incentivizing the protection of trees, annual report to review landfill/recycling metrics, scheduled/phased code adoption, promotion of mixed-use development when appropriate and commercially viable, promote optional water service in restaurants/businesses, and economic analysis through the business community when new regulations are proposed.

MOTION: Upon a motion made by Councilmember Benham and a second by Councilmember Schultz, the City Council voted seven (7) for and none (0) opposed, to approve the Green College Station Action Plan as modified. The motion carried unanimously.

7. Adjournment.

MOTION: There being no further business, Mayor Berry adjourned the Regular Meeting of the City Council at 9:24 p.m. on Thursday, February 14, 2013.


Nancy Berry, Mayor

ATTEST:


Sherry Mashburn, City Secretary



CITY OF COLLEGE STATION
Home of Texas A&M University

College Station City Council Regular Agenda
Sign In Sheet
Thursday, February 14, 2013 at 7:00 p.m.
City Hall Council Chamber

Mayor
Nancy Berry
Mayor Pro Tem
Karl Mooney
Interim City Manager
Frank Simpson

Council Members
Blanche Brick
Jess Fields
John Nichols
Julie Schultz
James Benham

	Name	Address	Email or Phone No.
1.	J. Beckmann	9301 Amberwood Ct	
2.	Juan Reynolds	Po Box 11042 CS, TX	979-480-1245
3.	C. Pedrotti	400 Noye St. Unit 112	
4.	COSTA TARLIS	104 B CHURCH AVE CS, TX	inf@cs
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			

*****Note this not a Hear Visitors form*** To speak on a particular item please file out the Citizen Speakers Form next to sign in sheet.**



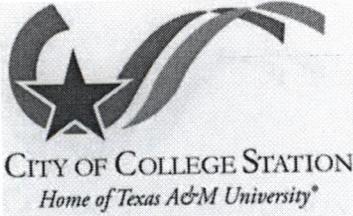
College Station City Council Workshop Agenda
 Sign In Sheet
 Thursday, February 14, 2013 at 6:00 p.m.
 City Hall Council Chamber

Mayor
 Nancy Berry
Mayor Pro Tem
 Karl Mooney
Interim City Manager
 Frank Simpson

Council Members
 Blanche Brick
 Jess Fields
 John Nichols
 Julie Schultz
 James Benham

	Name	Address	Email or Phone No.
1.	Gloria Taylor	8858 Vincent Dr C.S. Tx. 77845	
2.	ARGIE BUTLER	8783 VINCENT RD, C.S. TX 77845	abutler@mays.tamu.edu
3.	Isaac Butler Jr	1449 Cedarcrest Ln Bryan TX 77802	ib1867@gmail.com
4.	Corra W. Rogers	7472 Old Jones R C S TX 77805	corra.rugers@yc.hst.tamu.edu
5.	HELENA PRESLEY	6721 Hwy 606 East C.S. TX 77805	HELENA979@MSN.COM
6.	SID L. BERSER	P.O. Box 3125 Bryan 77805	979 779 5000
7.	Gianfranco Hidalgo	12467 North Dowling Rd Bryan TX 77805	479 224 7347
8.	Diego Diaz	201 RENEILY TP. TRL 22	979 571 2248
9.	Seonghoon Kwon	701 Balcones Drive #61	520-591-3947
10.	Phil Bruxvoort	3511 Regal Row	979-575-7430
11.	Jason Reynolds	PO Box 1042 CS, TX 77848	979-450-1245
12.	MELISSA PANIAGUA	401 UNIVERSITY DR. CS, TX 77841	214) 908-8620
13.			
14.			
15.			

Note this not a Hear Visitors form To speak on a particular item please file out the Citizen Speakers Form next to sign in sheet.



CITIZEN COMMENT SIGN-UP FORM

Regular Meeting Date: 2/14/13
MM / DD / YY

**** Please PRINT all information ****

Name: Carol Claycamp Phone: 696-3056

Address: 300 Lee Ave

Email: cdcece@gmail.com Comments: WRITTEN ORAL

Comments are presented for: HEAR VISITORS AGENDA ITEM # _____

FOR WRITTEN COMMENTS, PLEASE WRITE BELOW:

COMMENTS CONTINUED ON ATTACHED DOCUMENT OF _____ PAGE(S)

FOR ORAL COMMENTS:

1. YOU MUST SIGN UP PRIOR TO THE SCHEDULED MEETING
(At the City Secretary's Office during regular business hours, or from 5:00 p.m. to 6:45 p.m. the day of the meeting.);
2. YOU WILL HAVE ONE OPPORTUNITY TO SPEAK; AND
3. YOU MUST OBSERVE THE 3-MINUTE TIME LIMIT. (Time cannot be transferred to another speaker.)

Inquiries from speakers about matters not listed on the agenda will either be directed to the Staff or placed on a future agenda for Council consideration. **See reverse side for additional rules.**

MAIL, FAX OR EMAIL COMPLETED FORM TO:

City of College Station
City Secretary's Office – City Hall
1101 Texas Avenue, College Station, Texas 77840
Fax: 979-764-6377
Email: smashburn@cstx.gov

OFFICE USE ONLY:
(# in which received)

1

COLLEGE STATION CITY COUNCIL MEETING

7:00 pm. 2/14/2013

My name is Carrol Claycamp; my wife Merne and I with our four daughters moved into the house known as the Finney Residence on July 4, 1967 and still reside at 300 Lee Avenue. My current status is Professor Emeritus – Architecture.

I would like to talk with you regarding closing of the City of College Station Conference Center.

I have not been able to determine why or when council and staff originally determined to have Hawkins and Gessner investigate the condition of the Conference Center. After the first inspection and before any computations were done, regarding the safety of the structure the structure was deemed UNSAFE and the center was closed. So critical was the situation that all activities scheduled were canceled. Because of the closure, organizations, wedding receptions, and other activities scheduled were forced to make different arrangements. Even several staff members at city hall were surprised to learn of the action – staff with responsibility of code compliance that were not informed until after it was done deal.

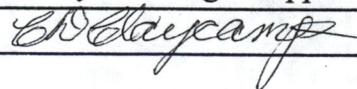
It is very unusual to have a wood structure so deteriorated that failure is expected immediately. I have yet to see a wood framed structure become so dangerous. Part of this structure dates back over 60 years with little concern of safety. Lack of specific information about the cause of closure seemed very curious to me or as our former mayor stated in yesterdays letter to the editor of the Eagle “quite frankly I smell a fish”. I did also and attempted to meet with staff council members and city manager. However I could not get to see or talk with anyone but the secretarial staff. So I requested open records regarding the background of closing the center and finally started getting information from College Stations legal department. If the Professional Engineer Thomas Gessner's report had been made public before closure it is most likely closure would not have been necessary.

August 9th Council Meeting provided a description of roof conditions that Gessner considers likely to fail at any time. I last addressed the council at the August 23rd meeting, and I left asking elected officials to get the “rest of the story to the tax payers before action on selling the site, rasing the building, or abandoning the conference center.”

After requesting open records, I was finally allowed to “take the risk of seeing the problem area for myself.” The report from Gessner Engineering indicated a 2x6 roof rafter and a 2x4 ceiling joist was responsible for spanning 21'-6” carrying the roof loads. This is simply not possible. It should have been reported that the roof was supported by a wood parallel chord Warren truss, known as a King post truss. Indeed, the suggestion that a 2x6 horizontal roof joist could have supported the roof is completely flawed. It would not have carried the dead load only, let alone the live load too. If this information could have been released to the public, the center would not have had to be closed. This false conclusion is still being used to help decide what is to be done with the building.

In fact, evidence of errors made in modifying the trusses for air conditioning units on the roof in about 1980 and replacing them in about 2007 would be the responsibility of mechanical contractor/s. The College Station Manager of Facilities should have required correction if and when they discovered the problem. Even now the mechanical contracting company should bear the burden of correcting the oversight. Council did not act on the advice I left you with on August 9th, 2012 but I implore you to do so now before you hiring an appraisal company.

C.D. Claycamp, P.E. Texas Licence 28687 2/14/13





CITIZEN COMMENT SIGN-UP FORM

Regular Meeting Date: _____
MM / DD / YY

**** Please PRINT all information ****

Name: Cora W. Rogers Phone: 979-260-9130

Address: 7472 Old Jones Rd CS Tx 77845

Email: Corarogers59@yahoo.com Comments: WRITTEN ORAL

Comments are presented for: HEAR VISITORS AGENDA ITEM # _____

FOR WRITTEN COMMENTS, PLEASE WRITE BELOW:

Land fill in Bushy Community

COMMENTS CONTINUED ON ATTACHED DOCUMENT OF _____ PAGE(S)

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2



RULES FOR PUBLIC COMMENTS AT CITY COUNCIL MEETINGS

Public Comments: The City Council welcomes written and oral comments from the public at regular meetings. Individuals wishing to speak must sign in at the City Secretary's Office at City Hall during regular business hours, or from 5:00 p.m. to 6:45 p.m. the day of the meeting. Speakers who have not registered by 6:45 p.m. may be allowed to speak after first registering with the City Secretary before the Hear Visitors period is finished or the agenda item has been finished. Speakers will have one opportunity to speak during the time period, and they must observe the three-minute time limit. Time cannot be transferred. When a speaker yields the floor, he/she waives their remaining time, but that remaining time does not get added to another speaker's time.

Written Comments / Handouts / PowerPoint: Individuals may use the comment sheets provided in the City Secretary's Office at City Hall. Comment sheets submitted to the City Secretary by 6:45 p.m. on the day of the Council meeting will be copied and distributed to the Council Members. An individual who wishes to submit other written material should submit 10 copies to the City Secretary for distribution to Council Members and senior staff. Individuals wishing to provide a PowerPoint presentation must submit the presentation to the City Secretary's office no later than noon the day of the meeting. This will allow staff time to review any type of video or PowerPoint to determine appropriateness for display at a public meeting, and to give the IT department enough time to check the files or CDs to make sure that there are no viruses prior to loading on the City computers.

Hear Visitors Period: The Hear Visitors section is set aside during Regular Meetings in order to give the public the opportunity to speak on City-related matters **not** covered by the agenda. However, no formal action will be taken on any matters not listed on the agenda. The response of the Council to any comment under this heading is limited to making a statement of specific factual information in response to the inquiry, or reciting existing policy in response to the inquiry. Any deliberation of the issue is limited to a proposal to place it on the agenda for a later meeting.

Consent and Regular Agenda Items: At the discretion of the Mayor, individuals may be allowed to speak on either a Consent or Regular Agenda item. Individuals who wish to address the Council on either a Consent or Regular agenda item shall register with the City Secretary during regular business hours, or from 5:00-6:45 p.m. the day of the meeting. Speakers who have not registered by 6:45 p.m. may be allowed to speak after first registering with the City Secretary. Speakers will have one opportunity to speak during the time period, and they must observe the three-minute time limit. Time cannot be transferred. When a speaker yields the floor, he/she waives their remaining time, but that remaining time does not get added to another speaker's time. Comments on the agenda items must be made when the agenda item comes before the Council.

Public Hearings: Registering to speak at a Public Hearing is the same as for a regular agenda item. After a Public Hearing is closed, there shall be no additional public comments. If Council needs additional information from the general public, some limited comments may be allowed at the discretion of the Mayor:

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 - During a public hearing on an agenda item.
 - During Consent and Regular Agenda items with the permission of the presiding officer.
 - During Work Study Agenda items with the permission of the presiding officer.
2. Speakers must state their name and address for the record.
3. Speakers must address all comments and questions to the presiding officer.
4. Speakers must limit their comments to three minutes.
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CITY OF COLLEGE STATION
Home of Texas A&M University®

CITIZEN COMMENT SIGN-UP FORM

Regular Meeting Date: 02 14 13
MM / DD / YY

**** Please PRINT all information ****

Name: ARGIE BUTLER Phone: 979-846-8670

Address: 8783 VINCENT RD., C.S., TX 77845

Email: abutler@mays.tamu.edu Comments: WRITTEN ORAL

Comments are presented for: HEAR VISITORS AGENDA ITEM # _____

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Public Hearing
CITIZEN COMMENT SIGN-UP FORM

Regular Meeting Date: 2-14-13
MM / DD / YY

**** Please PRINT all information ****

Name: ANN A. DUYKA Phone: 846-6652

Address: 503 Dogwood St

Email: ann05@yahoo.com Comments: WRITTEN ORAL

Comments are presented for: HEAR VISITORS AGENDA ITEM # 3, 1) & 2)

FOR WRITTEN COMMENTS, PLEASE WRITE BELOW:

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2. YOU WILL HAVE ONE OPPORTUNITY TO SPEAK; AND
3. YOU MUST OBSERVE THE 3-MINUTE TIME LIMIT. *(Time cannot be transferred to another speaker.)*

Inquiries from speakers about matters not listed on the agenda will either be directed to the Staff or placed on a future agenda for Council consideration. **See reverse side for additional rules.**

MAIL, FAX OR EMAIL COMPLETED FORM TO:

City of College Station
City Secretary's Office – City Hall
1101 Texas Avenue, College Station, Texas 77840
Fax: 979-764-6377
Email: smashburn@cstx.gov

OFFICE USE ONLY:
(# in which received)

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RULES FOR PUBLIC COMMENTS AT CITY COUNCIL MEETINGS

Public Comments: The City Council welcomes written and oral comments from the public at regular meetings. Individuals wishing to speak must sign in at the City Secretary's Office at City Hall during regular business hours, or from 5:00 p.m. to 6:45 p.m. the day of the meeting. Speakers who have not registered by 6:45 p.m. may be allowed to speak after first registering with the City Secretary before the Hear Visitors period is finished or the agenda item has been finished. Speakers will have one opportunity to speak during the time period, and they must observe the three-minute time limit. Time cannot be transferred. When a speaker yields the floor, he/she waives their remaining time, but that remaining time does not get added to another speaker's time.

Written Comments / Handouts / PowerPoint: Individuals may use the comment sheets provided in the City Secretary's Office at City Hall. Comment sheets submitted to the City Secretary by 6:45 p.m. on the day of the Council meeting will be copied and distributed to the Council Members. An individual who wishes to submit other written material should submit 10 copies to the City Secretary for distribution to Council Members and senior staff. Individuals wishing to provide a PowerPoint presentation must submit the presentation to the City Secretary's office no later than noon the day of the meeting. This will allow staff time to review any type of video or PowerPoint to determine appropriateness for display at a public meeting, and to give the IT department enough time to check the files or CDs to make sure that there are no viruses prior to loading on the City computers.

Hear Visitors Period: The Hear Visitors section is set aside during Regular Meetings in order to give the public the opportunity to speak on City-related matters **not** covered by the agenda. However, no formal action will be taken on any matters not listed on the agenda. The response of the Council to any comment under this heading is limited to making a statement of specific factual information in response to the inquiry, or reciting existing policy in response to the inquiry. Any deliberation of the issue is limited to a proposal to place it on the agenda for a later meeting.

Consent and Regular Agenda Items: At the discretion of the Mayor, individuals may be allowed to speak on either a Consent or Regular Agenda item. Individuals who wish to address the Council on either a Consent or Regular agenda item shall register with the City Secretary during regular business hours, or from 5:00-6:45 p.m. the day of the meeting. Speakers who have not registered by 6:45 p.m. may be allowed to speak after first registering with the City Secretary. Speakers will have one opportunity to speak during the time period, and they must observe the three-minute time limit. Time cannot be transferred. When a speaker yields the floor, he/she waives their remaining time, but that remaining time does not get added to another speaker's time. Comments on the agenda items must be made when the agenda item comes before the Council.

Public Hearings: Registering to speak at a Public Hearing is the same as for a regular agenda item. After a Public Hearing is closed, there shall be no additional public comments. If Council needs additional information from the general public, some limited comments may be allowed at the discretion of the Mayor.

Rules for Speakers:

1. Members of the public may address the City Council at the following times during a meeting:
 - During Hear Visitors Period, if such a period is on the agenda for the meeting.
 - During a public hearing on an agenda item.
 - During Consent and Regular Agenda items with the permission of the presiding officer.
 - During Work Study Agenda items with the permission of the presiding officer.
2. Speakers must state their name and address for the record.
3. Speakers must address all comments and questions to the presiding officer.
4. Speakers must limit their comments to three minutes.
5. Speakers may not employ tactics of defamation, intimidation, personal affronts, profanity, or threats of violence.