

# City Council Meeting Notice & Agenda

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Tuesday, October 29, 2013  
City Council Chamber  
8401 West Monroe Street  
Peoria, AZ 85345

## Special Meeting & Study Session

5:00 P.M. Convene

**Pledge of Allegiance**  
**Roll Call**

### Consent Agenda

**CONSENT AGENDA:** All items listed with a "C" are considered to be routine or have been previously reviewed by the City Council, and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember so requests; in which event the item will be removed from the General Order of Business, and considered in its normal sequence on the Agenda.

### Consent

#### 1C. **Authorization to Hold an Executive Session**

Discussion and possible action to authorize the holding of an Executive Session for the purpose of discussion and consultation with legal counsel and designated representatives of the public body pertaining to labor negotiations with Peoria Police Officers Association pursuant to A.R.S. § 38-431.03.A.5.

### Study Session Agenda

#### **Subject(s) for Discussion Only**

2. City Council Subcommittee Update
3. Open Meeting Laws - Texting During Meetings
4. Logo Policy

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Mayor  
Bob Barrett

Acacia  
District  
Tony Rivero,  
Vice Mayor

Ironwood  
District  
Bill Patena

Mesquite  
District  
Cathy Carlat

Palo Verde  
District  
Ron Aames

Pine  
District  
Carlo Leone

Willow  
District  
Jon Edwards

5. Council Vacancy Policy
6. Employee Wellness

## Adjournment

# Executive Session

**Convene immediately following Special City Council Meeting  
Executive Room, City Council Chamber**

Under the provisions of A.R.S. § 38-431.02 there will be a **CLOSED EXECUTIVE SESSION**.

## Executive Session Agenda

7. An Executive Session for the purpose of discussion and consultation with legal counsel and designated representatives of the public body pertaining to labor negotiations with Peoria Police Officers Association pursuant to A.R.S. § 38-431.03.A.5.

## Adjournment

The above-named Public Body of the City of Peoria, Arizona will convene into Executive Session pursuant to A.R.S. § 38-431.03 for those items listed on the agenda. Only those persons who are:

- Members of the Public Body, or
- Officers of the City that are required to attend, or
- Those individuals whose presence is reasonably necessary for the Public Body to carry out its Executive Session responsibilities as determined by the City Attorney may be present during the Executive Session.

All persons who remain present during the Executive Session are reminded that the business conducted in Executive Session, including all discussion taking place herein, is confidential and may not be disclosed to any person, except as permitted by law.

### **Arizona Open Meeting Act:**

Arizona law requires that persons who are present in an executive session receive instruction regarding the confidentiality requirements of the Arizona Open Meetings Act. Minutes and discussions made during executive sessions are confidential and may not be disclosed to any party, except:

- Members of the council,
- Appointees or employees who were subject of discussion under the personnel item subsection of the Open Meetings Act,
- County Attorney or Attorney General pursuant to an investigation of a violation of the Open Meetings Act, and
- Arizona Auditor General in connection with an audit authorized by law.

Any person who violates or who knowingly aids, agrees to aid, or attempts to aid another person in violating the Arizona Open Meetings Law may be punished by fine of up to \$500.00 per violation and/or by removal from public office.

**NOTE:** Documentation (if any) for items listed on the Agenda is available for public inspection, a minimum of 24 hours prior to the Council Meeting, at any time during regular business hours in the Office of the City Clerk, 8401 W. Monroe Street, Room 150, Peoria, AZ 85345.

***Accommodations for Individuals with Disabilities.*** Alternative format materials, sign language interpretation and assistive listening devices are available upon 72 hours advance notice through the Office of the City Clerk, 8401 West Monroe Street, Peoria, Arizona 85345 – Phone: (623) 773-7340 or FAX (623) 773-7304. To the extent possible, additional reasonable accommodations will be made available within the time constraints of the request. The City has a TDD line where accommodations may be requested at: (623) 773-7221.

### **PUBLIC NOTICE:**

In addition to the City Council members noted above, one or more members of the City of Peoria Boards and Commissions may be present to observe the City Council meeting as noticed on this agenda.

City Council Meetings can be viewed live on Channel 11 (Cox Cable) and are available for viewing on demand at <http://www.peoriaaz.gov/content2.aspx?id=2151>.

**CITY OF PEORIA, ARIZONA  
COUNCIL COMMUNICATION**

Agenda Item: 2

Date Prepared: October 14, 2013

Council Meeting Date: October 29, 2013

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**TO:** Honorable Mayor and City Council

**FROM:** Tamara Shreeve, Council Office and Grant Program Manager

**THROUGH:** John Schell, Director, Intergovernmental Affairs and Council Office

**SUBJECT:** Council Subcommittees

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**Purpose:**

This presentation will focus on an update to the City Council on the current Council Subcommittees.

**Background/Summary:**

The Council Policy on Council Subcommittees was adopted on September 20, 2011. There are currently four Council Subcommittees: Policy and Appointments, General Government, Community Culture and Public Safety, and Sustainable Development and Public Services. The subcommittees were developed to provide councilmembers a forum to review and evaluate policy issues in more detail. Direction from a subcommittee is ultimately forwarded to the entire Council for their review and subsequent action. Structurally, each Councilmember is appointed to two subcommittees. The presentation on October 29<sup>th</sup> is to offer an update on the progress of each subcommittee, and to determine if City Council has an interest in any process adjustments going forward.

**Previous Actions:**

- The City Council subcommittee appointments last took place on January 8, 2013.
- On March 6, 2012, the City Council reduced the number of subcommittees from six to four, and consolidated four previous subcommittees. The City Council adopted Council Policy 1-10 on September 20, 2011, which authorized the formation of subcommittees.
- The City Council discussed potential subcommittees at a study session on July 14, 2011.
- Council also met in study sessions on August 23, 2011, September 6, 2011, and September 13, 2011 to discuss the policy and work through the issues.

**Staff's Recommendation:**

Staff intends to provide an update on subcommittee activities, and does not have any recommendations to forward.

**Fiscal Analysis:**  
N/A

**Exhibit 1:** Council Subcommittee Assignments

**Exhibit 2:** Council Subcommittee Items

**Contact Name and Number:** Tamara Shreeve, Council Office and Grant Program Manager,  
x5143

## City of Peoria Council Subcommittee Assignments

Council Subcommittee Coordinator: Tammy Shreeve, x5143

Council Subcommittee	Members	Staff Liaison, Meeting Coordinator Deputy City Mgr	City Attorney Designee	Council Assistant	Meeting Date and Time
<p><b><u>Policy and Appointments</u></b> Relating to Public Policy concerning: Appointments to Boards and Commission, Ethics, Charter Officers, Council Policies, City Charter</p>	<p>Cathy Carlat, Chair Carlo Leone Bill Patena</p>	<p>Rhonda Geriminsky x7341  Natalie Gilstrap x5141  Susan Daluddung x5160</p>	<p>Steve Kemp</p>	<p>Brianna Decker x7328</p>	<p>2<sup>nd</sup> Tuesday of the Month at 5:30 pm</p>
<p><b><u>General Government</u></b> Relating to Public Policy concerning: Budget, Finance, Taxes, Any and All Rates, Any and All Fees, Intergov, Elections, General Government Activities, any topic not included in other Subcommittees</p>	<p>Tony Rivero, Chair Ron Aames Bill Patena</p>	<p>Brent Mattingly x7134  Michele Grieb x7113  Jeff Tyne x7114</p>	<p>Steve Kemp</p>	<p>Anthony Alejandro x7538</p>	<p>2<sup>nd</sup> Wednesday of the Month at 6 pm.</p>
<p><b><u>Community Culture and Public Safety</u></b> Relating to Public Policy concerning: Arts, Libraries, Education, Cultural Events &amp; Promotions, Parks, Recreation and Veteran's Affairs, Police &amp; Fire Services, Code Enforcement, Homeland Security, Terrorism, and Emergency Preparedness</p>	<p>Jon Edwards, Chair Cathy Carlat Carlo Leone</p>	<p>John Sefton x7135  Ellen Comella x7936  Jeff Tyne x7114</p>	<p>Steve Burg</p>	<p>Terri Smith x7328</p>	<p>4<sup>th</sup> Monday of the Month at 5:30 pm</p>
<p><b><u>Sustainable Development and Public Services</u></b> Relating to Public Policy concerning: Not-for-Profit &amp; Housing, Environment, Building Safety, Neighborhoods, Revitalization, Historic Preservation, Planning, Zoning, Economic Development and Business Retention, Traffic and Transportation, NTMP, Streets, Public Works, Utilities, Technology</p>	<p>Ron Aames, Chair Jon Edwards Tony Rivero</p>	<p>Chris Jacques x7609  Anthony Alejandro x7653  Susan Daluddung x5160</p>	<p>Steve Burg</p>	<p>Terri Smith x7328</p>	<p>1<sup>st</sup> Wednesday of the Month at 6 pm</p>

**City of Peoria  
Council Subcommittees**

**Community Culture  
and Public Safety  
Subcommittee**

<b>Submitter</b>	<b>Subject</b>	<b>Sub- committee agenda date</b>	<b>Action</b>	<b>Study Session</b>
Jeff Tyne / Susan D	Trail System Lighting	1/30/2012	Forward item to study session. Completed	7/3/2012
Jeff Tyne / Susan D	Field Rental Policy	1/30/2012	Forward item to study session. Completed	7/3/2012
Jeff Tyne / Susan D	Recreation Fees Policy	11/14/2011	Forward item to study session. Completed	3/20/2012
Jeff Tyne / Susan D	Veterans Discount Program	2/27/2012	Discussed item. Taken directly to Regular Council meeting. Completed	Regular Council Meeting 5/15/12
Jeff Tyne / Susan D	Establish "Peoria Friends of the Arts"	2/27/2012	Forward item to study session. Completed	12/4/2012
Jeff Tyne / Susan D	Youth Master Plan	4/9/2012	Forward item to study session. Completed	9/4/2012
Jeff Tyne / Susan D	Veterans Memorial Board Sponsorship	1/30/2012	Discussed item. Taken directly to Regular Council meeting. Completed	Regular Council Meeting 5/15/12
Claudia Lujan	Structure of the Sister Cities Board	6/25/2012	Item was discussed. Forward item to Council Study Session (6/25/12). Completed	
Roy Minter	False Alarm Ordinance	11/7/2011	Forward to study session (11/7/2011). Completed	4/17/2012
Dave Pearson	Recreational Vehicle Ordinance	1/11/2012	Forward to study session with full recommendation (1/11/12). Completed	6/5/2012
Tony Rivero	Recreational Vehicles City Code Section 14-110	1/11/2012	Forward to study session with full recommendation (1/11/12). Completed	6/5/2012

**City of Peoria  
Council Subcommittees**

Carlo Leone	Traffic calming agenda item	4/11/2012	Forward to study session. Completed	Regular Council Meeting 6/19/12
Carlo Leone	Traffic management agenda item	4/11/2012	Item discussed. Informational only.	NA
Roy Minter	Park Ranger Staffing Study	12/14/2011	Informational item.	NA
Carlo Leone	Feral Cat Control	9/10/2012	Discussion only. Completed	NA
Carlo Leone	Residential Parking	11/15/2012	Item discussed. Forward to Council Study Session.	
Carlo Leone	Dirt Ordinance	11/15/2012	Discussion only. Completed	NA
Jamal Rahimi/Andy Grainger	Neighborhood Traffic Management Program (NTMP) Policy Change	4/11/2012	Item discussed. Informational only. Completed	NA
Tamara Shreeve/Susan Thorpe	Community/Outside Agency Funding & Assistance Policy	6/25/2012	Item was discussed. Forward item to Council Study Session (6/25/12). Completed	11/13/2012
Ron Aames	Roadside Memorials	11/15/2012	Discussion only. Completed	NA
Carlo Leone	Feeding Nuisance Animals	9/10/2012	Item was discussed. Staff will bring draft ordinance back to Subcommittee. (9/10/12)	
Ron Aames	Permissible Number of Animals per Residence	9/10/2012	Discussion only. Completed	NA

**City of Peoria  
Council Subcommittees**

**General Government  
Subcommittee**

Submitter	Subject	Sub-committee agenda date	Action	Study Session
Brent Mattingly	Utility bill format	11/14/2011	Forward the item for full Council Study Session discussion of solid waste service options and rates. Completed	2/7/2012
Tony Rivero	Residential Development Impact Fees	11/14/2011	Consensus of the subcommittee members was to wait for the full Impact Fee Study to address policy issues identified by Council.	7/3/2012 10/23/2012
Dave Pearson	Itemizing Utility Bill	12/19/2011	Forward the item for full Council Study Session discussion of solid waste service options and rates. Completed	2/7/2012
Steve Kemp	Adoption of Resolution supporting designating certain areas of the City with Peoria addresses and zip codes	2/13/2012	Will be placed as a regular agenda item.	Regular Agenda 7/3/12
Katie Gregory	Development Service User Fees	2/13/2012	Forward to Council Study Session. Completed	7/3/2012
Ron Aames	Taxes	9/18/2013	Item was discussed. Forward to Council Study Session. Completed	
Ron Aames	City Financing Program	9/18/2013	Item was discused. Forward to Council Study Session. Completed	

**City of Peoria  
Council Subcommittees**

<b>Policy and Appointments Subcommittee</b>				
<b>Submitter</b>	<b>Subject</b>	<b>Sub-committee agenda date</b>	<b>Action</b>	<b>Study Session</b>
Dave Pearson	Volunteer Appreciation	11/7/2011 1/10/2012	No further Action. Completed (11/7/11). Revisited item on 1/10/12. No further action. Completed	NA
Dave Pearson	B&C Appointment Process	11/7/2011 12/13/2011 1/10/2012	Bring back to Subcommittee for further discussion (11/7/11). Administrative action - Use the new application form. Interviews and Resumes will be at the discretion of the SC. (12/13/11). Completed. Revisited item on 1/10/12. Completed	NA
Rhonda Geriminsky	Board and Commission Appointments & Reappointments	Ongoing	Appointments and reappointments reviewed and recommended by subcommittee. Ongoing topic.	NA
Dave Pearson	Charter Amendments	12/13/2011 1/10/12 1/24/2012	Bring back to Subcommittee for further discussion (12/13/11). Discussed seven proposed charter amendments. Forward 6 of those to Study Session. One proposed amendment was withdrawn ( 1/10/12). Reviewed remainder charter amendments. Forward charter amendments to study session. (1/24/2012) Completed	2/21/2012

**City of Peoria  
Council Subcommittees**

Dave Pearson	Council Ethics Committee	11/7/2011 12/13/2011 1/10/2012	Bring back to Subcommittee for further discussion (11/7/11). Bring back to Subcommittee. Include a process flow chart (12/13/11). Forward to study session with consensus recommendation (1/10/12). Completed	2/7/2012
Dave Pearson	CP1-5 Appointments to Boards and Commission	11/7/2011 12/13/11	Bring back to Subcommittee for further discussion (11/7/11). Consensus recommendation to forward to study session (12/13/11). Completed	5/15/2012
Dave Pearson	CP 1-2 review. Edit Council Meeting Procedures to reflect Subcommittee Structure	12/13/2011	Bring back to subcommittee for further discussion (12/13/11). Subcommittee procedures are addressed in CP 1-6. Completed	NA
Dave Pearson	Council Role in review and approval of director appointments	12/13/2011	Consensus to move forward to regular council agenda/through a City Manager's report. Completed	Regular Council Meeting 1/3/2012

**City of Peoria  
Council Subcommittees**

Susan Thorpe	Council Code of Ethics	2/14/2012 3/15/2012 4/10/12 5/8/12 9/11/12	Discussed item - continue discussion at the next meeting (2/14/2012). Discussed Item - continue discussion at the next meeting (3/15/2012). Discussed item - will continue discussion at the next meeting (4/10/12). Discussed item-continue discussion at the next meeting (5/8/12). Consensus to forward draft policy to Study Session (9/11/2012). Completed.	
Dave Pearson	Code of Ethics for Elected Officials and Citizen Advisory Committees	2/14/2012 3/15/2012 4/10/12 5/8/12 9/11/12	Discussed item - continue discussion at the next meeting (2/14/2012). Discussed Item - continue discussion at the next meeting (3/15/2012). Discussed item - will continue discussion at the next meeting (4/10/12). Discussed item-continue discussion at the next meeting (5/8/12). Consensus to forward draft policy to Study Session (9/11/2012). Completed	
Rhonda Geriminsky	Youth Master Plan Initiative	3/20/2013 6/11/2013	Item was discussed. City Attorney will draft some ideas on how youth can be involved in committees (3/20/2013). Item was discussed and forward to study session (6/11/2013). Completed	
Rhonda Geriminsky	2013 Board and Commission Recognition Event	3/20/2013	Item was discussed. Staff will identify potential dates for the event (3/20/2013). Completed	NA

**City of Peoria  
Council Subcommittees**

Rhonda Geriminsky	2013 and 2014 Board and Commission Recognition Events	8/13/2013	Item was discussed. Staff will continue to gather options for holding the next recognition event. (8/13/2013)	
John Sefton	Youth Advisory Board Council Liaison Interviews	9/10/2013	Interviews were conducted. Recommendations will be forwarded to the Council for the Council Youth Liaison and the Council Youth Liaison Alternate.	

**Sustainable  
Development and  
Public Services  
Subcommittee**

Submitter	Subject	Sub-committee agenda date	Action	Study Session
Chris Jacques	Political Signs Zoning Ordinance	11/2/2011	Forward item to Council Study Session. Completed	11/15/2011
Chris Jacques/ Susan D.	Open Space Preservation Program and Decision Support Model	2/1/2012	Start community outreach activities and forward item to Council Study Session. Completed	8/21/2012
Chris/Scott and Susan D.	Digital Billboards - Civic Engagement	11/7/2011	Forward Item to Study Session. Completed	11/15/2011
Dave Pearson	Council Not-For-Profit and Housing Subcommittee	11/8/2011 6/6/12	Bring back to subcommittee for further discussion upon completion of research and alternative identification (11/8/11). Item was discussed. Forward item to study session (6/6/12). Completed	

**City of Peoria  
Council Subcommittees**

Cathy Carlat	Not for Profit Committee	11/8/2011 6/6/12	Bring back to subcommittee for further discussion upon completion of research and alternative identification (11/8/11). Item was discussed. Forward Item to study session (6/6/12). Completed	
Scott Whyte/ Chris Jacques/ Susan D.	Old Town Entertainment District Designation	12/7/2011 1/4/2012	Bring back to subcommittee for further discussion (12/7/11). Forward to Regular Council Meeting (1/14/2012). Completed	Regular Council Meeting 1/17/2012
Bill Mattingly	Dial-a-Ride rates	11/17/2011	Forward item to Council Study Session. Completed	4/17/2012
Ron Aames	Transit Jurisdictional Equity Position	11/17/2011	Informational item. Forward information, through a City Manager's report, to the Council on a Regular Council Agenda. Completed	Regular Council mtg. 1/3/2012
Susan Thorpe	Solid Waste Services	12/1/2011	Forward Item to Council Study Session. Completed	2/7/2012
Bill Mattingly/ Susan Thorpe	Commercial Solid Waste Services	12/15/2011	Forward Item to Council Study Session. Completed	2/7/2012
Dave Pearson	Change in City Ordinance regarding multi-family solid waste service	1/5/2012	Item was discussed, then withdrawn by Councilman Pearson. Completed	NA
Scott Whyte	Old Town Indicators	6/6/2012	Item was discussed. Forward item to Study Session (6/6/2012). Completed	8/21/2012
Chris Jacques	Senate Bill 1598-Aggregate Mining	6/6/2012	Item was discussed. Forward item to Study Session (6/6/2012). Completed	8/21/2012
Carlo Leone	Street Maintenance	11/7/2012	Item was discussed. No further action needed.	NA
Ron Aames	Maintaining Traffic During Construction of Street Projects	5/8/2013	Item was discussed. No further action needed.	NA

**CITY OF PEORIA, ARIZONA  
COUNCIL COMMUNICATION**

Agenda Item: 3

**Date Prepared: 10/14/13**

**Council Meeting Date: 10/29/13**

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**TO: Council Members**

**FROM: Mayor Bob Barrett**

**SUBJECT: Discussion Regarding Texting During Meetings**

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**Purpose:**

To have a discussion regarding texting during meetings.

**Background/Summary:**

Recently, Steve Kemp attended the annual meeting of the International Municipal Lawyer's Association. One of the sessions was on new issues under state Open Meetings Laws. As a result of that session, he provided some legal advice to Council regarding texting during meetings.

First, it is the legal advice of the CAO that no council members or staff engage in text messaging during an executive session. In a number of states where this has occurred, investigations have involved looking at personal cell phones to determine what has been texted. The CAO wants to discourage this practice. It exposes individuals to claims of open meetings act violations.

Second, it is the legal advice of the CAO that council members not text during the meeting from the dais. This has the potential to raise allegations that council members are engaging in discussions outside of the public. This is a practice that the CAO strongly discourages.

**Previous Actions:**

N/A

**Options:**

**Contact Name and Number:** Bob Barrett, 623-773-7368

**CITY OF PEORIA, ARIZONA  
COUNCIL COMMUNICATION**

Agenda Item: 4

**Date Prepared: October 24, 2013**

**Council Meeting Date: October 29, 2013**

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**TO:** Honorable Mayor and City Council

**FROM:** Stephen M. Kemp, City Attorney

**SUBJECT:** Use of City Seals and Logos

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**Purpose:**

This is a request for the City Council to discuss whether to adopt an ordinance governing the use of the City Seals and Logos

**Background/Summary:**

This matter is coming before the Council as a result of a request from Mayor Barrett requesting a presentation on the use of the City Seals and City Logos. The presentation will be led by the City Attorney and the Director of Communications. After reviewing the Orange County Code, a draft applicable to Peoria was prepared as reference item for this communication.

There are two distinct aspects to this issue. First is the use of City seals and logos. Secondly, is the City's control and management of the graphics and reproductions of these items.

For purposes of reference, the City Seal can be defined as a seal which is used by authorized City staff to stamp or emboss on instruments of legal import as necessary or desirable to signify the approval, authorization, acceptance, adoption, enactment or execution thereof by the City. Logos can be defined as insignias, tag lines, mottos and similar items which are implemented by the City to identify its programs and functions to the general public. Both seals and logos are valuable items to the City for identification and approval purposes.

The City Seal dates back to November, 1954. The City has numerous logo items that identify City programs, functions and operations to the general public. In August 2012, the City Manager through the Office of Communications promulgated graphics standards governing the physical and electronic reproduction of the City Seal. Over the years, there have been issues regarding use of the City seal, but the City has not adopted any ordinance or code addressing such issues.

Attached to this council communication are four different concepts used by different cities across the United States to address this issue. Based on direction from the Mayor, a Peoria version of the Orange County code is also attached.

This issue is addressed in different ways across the state. For example, Glendale defines the seal in their code, but does not regulate its use. *See, Sec. 2-2 Glendale City Code*. Surprise and Tempe, like Peoria currently do not have any code provisions governing the use of its city seal and logos. The issue of use of the Peoria seal and logo is a policy issue for the Council to address. The promulgation of graphics standards by the City Manager pertaining to the seal is an administrative matter and not impacted by any policy decision that Council may elect to make in regards to regulating the use of the logo by outside parties.

**Previous Actions:** None

**Options:**

- A:** Direct the City Attorney to prepare an ordinance governing the use of the City Seals and City Logos
- B:** Direct that no further action be taken.

**Staff's Recommendation:**

If Council desires to regulate the use of the City Seals and Logos, it needs to direct the City Attorney on how to proceed. If Council desires no further action, then no direction is required.

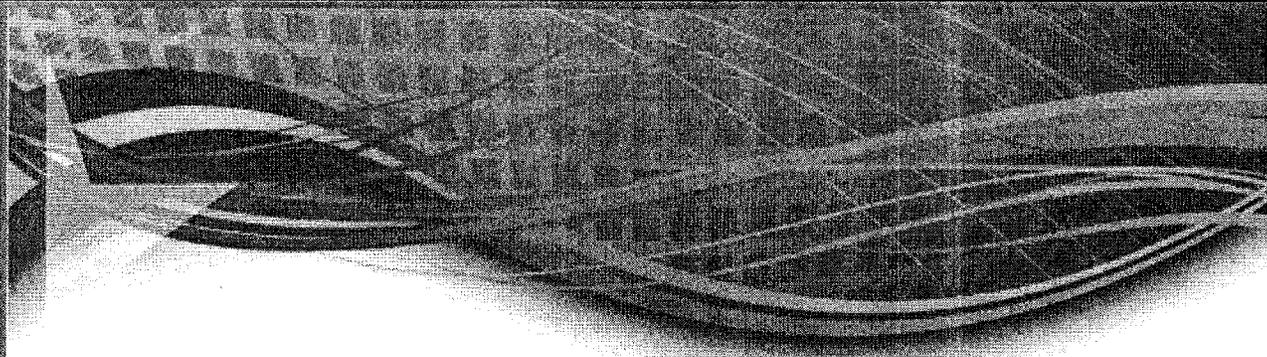
**Fiscal Analysis:**

*None.*

**Exhibits:**

- Exhibit 1:** City of Schertz, Texas Seal and Logo Use Policy
- Exhibit 2:** City of Bentonville, Arkansas Logo Disclaimer.
- Exhibit 3:** City of Kannapolis, North Carolina Seal and Logo Use Policy
- Exhibit 4:** Orange County, Florida Code on use of seals and logos
- Exhibit 5:** Draft Peoria Concept based on Orange County Code.

**Contact Name and Number:** Legal Issues—Steve Kemp, City Attorney 623-773-7321  
Graphics—Bo Larsen, Public Information Director 623-773-7934



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Archives

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## City of Schertz Logos

### CITY SEAL AND LOGO USAGE POLICY

Any questions about usage should be directed to the Schertz Public Affairs office at 210-619-1630.

#### The SEAL

The City Secretary has the responsibility and final say on what documents may include the City Seal for the City of Schertz

The Seal and its lettering are a single piece of art and are not to be manipulated in any way, including resetting the lettering in a different font, changing the proportions of the Seal or any part of it, incorporating other words within the border, or printing it in more than two colors.

#### Standard size

To ensure visibility and readability the Seal should always be 1.5" (height & width); however, when a larger Seal is required (publications, advertisements, etc.) the Seal may be enlarged with the approval of the City Secretary. Additionally, the City Seal may be reduced to 1.25" (height & width) with the approval of the City Secretary for city agendas. The standard size is not applicable for various electronic mediums, including: Television, Electronic Signs, etc.

#### Recommended sizes

On standard size formats the Seal height should be as follows:

8.5 x 11 = 1.5" x 1.5"

The Seal should only appear once on a single sheet.

#### Tag Line

The tag line for the City of Schertz shall be:  
Community. Service. Opportunity.

#### The Logo

The City Logo is to be used for all general purposes related to City of Schertz activities.

The City Logo comes in two primary versions (Blue [with gold Star] and Blue & white. Black and White may be substituted for the Blue and White if duplication of the Blue becomes complicated. A reverse white is permissible on darker colored publications and shirts.

The City Logo shall be a minimum of 2.5" x .5" on all letterhead and other publications unless a larger or smaller size is necessary. **Permission to use the City Logo on any materials shall be at the discretion of City of Schertz Department Heads within the parameters of the City of Schertz Style Guide.**

### Logo Colors

The City of Schertz colors are the following:

The Pantone colors are:

1. **Blue: 2965C**
2. **Orange: 7412C**

### Download Logos

- City Seal – color
- City Seal – black and white
- City Logo-Blue and Gold
- City Logo-Blue
- City Logo- Blue and Gold Bar

September

- August
- July 20
- June 20

Categories

- City Ne
- City No
- Events
- Genera
- Special

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- HEB Se
- Anniver
- Schertz
- Respon
- City of S
- Septem
- Loop 10
- Closure

Employee

Schertz Emp

Master Cal

View Maste

City of Schertz  
1400 Schertz Parkway  
Schertz, Texas 78154  
Hours: M-F 8:00 AM to 5:00 PM  
Site Map

Contact  
Phone 210.619.1000  
Fax 210.619.1009  
customerservice@cityofschertz.com



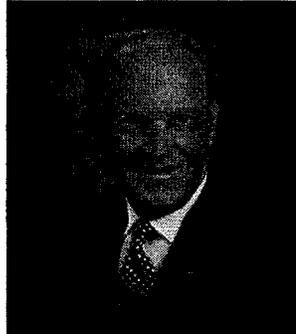
# Welcome to Bentonville

[HOME](#)[CITY GOVERNMENT](#)[DEPARTMENTS](#)[EMPLOYMENT](#)[WEB LINKS](#)[SITE MAP](#)

### QUICK LINKS



**Downtown**  
Bentonville Inc.



Mayor Bob McCaslin

### Mission Statement

The mission of Bentonville City Government is to preserve, promote and sustain an excellent quality of life within our city. In partnership with the community, we pledge to deliver municipal services in a professional, personal, responsive manner.

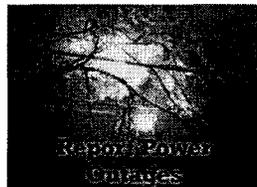
### The Mayor's Corner

Our goal is to make public information more accessible for citizens and newcomers.

On this site you will find:  
contact information, documents, calendars, events, and much more.  
We also welcome you to use our Internet services, such as [online utility billing](#) and [G.I.S.](#) (Geographic Information System).

### Use of Copyrighted Materials or City Logo

This site contains copyrighted materials, including the official logo of the City of Bentonville, Arkansas. Except as otherwise expressly permitted under copyright law, no copying, redistribution or publication of copyrighted material will be permitted without the consent of City and the owner of the copyrighted materials. User acknowledges that it does not gain any ownership rights by downloading copyrighted materials.



### NEW RESIDENTS

- [Benton County Voter Registration](#)
- [Bentonville Public Schools](#)
- [Driver's Licensing & Registration](#)
- [Set up Utilities](#)

### RESIDENT RESOURCES

- [Animal Control](#)
- [Annual Assessment](#)
- [Bentonville Cemetery](#)
- [Bentonville Volunteer Program Application Form](#)
- [CERT \(Community Emergency Response Team\)](#)
- [Citizen's Police Academy](#)
- [City Newsletters](#)
- [Compost Facility](#)
- [Garage Sales](#)
- [Residential Yard of the Month Award 2012 Application](#)
- [Commercial Business Landscaping of the Month Award 2012 Application](#)
- [Municipal Airport](#)
- [Bentonville Volunteer Program](#)
- [Outstanding Citizen Award](#)
  - [Brochure](#)
  - [Nomination Guidelines](#)
  - [Schedule](#)
  - [Nomination Form](#)
- [Pet License](#)
- [Property Maintenance Code](#)
- [Recreation Programs](#)
- [Recycling Information](#)
- [Share the Road](#)
- [Yard Waste Program](#)
- [Utility Services](#)
  - [Allied Waste Inclement Weather Procedure](#)
  - [Pay my Bill Online](#)
  - [View Billing Insert](#)
  - [Average Billing Program & Enrollment](#)

### DEVELOPMENT RESOURCES

- [Arkansas Fire Prevention Code Rules](#)
- [Commercial Development Guide](#)
- [Crime Free Multi-Housing Program](#)
- [Current Bids](#)
- [RFQ / RFP](#)
- [Erosion Control for Home Builders](#)
- [General Plan Brochure](#)
- [Impact/Capacity Fee Reports](#)
- [Impact Fee Study](#)
- [Residential Development Guide](#)
- [TIF Feasibility Report](#)
- [Zoning Code](#)

### OPERATING A BUSINESS

- [Opening a New Business](#)
- [Code Compliance Application](#)

**8th Street**

Improvement Project

**SE DOWNTOWN**  
Area Plan

**Request  
an  
Energy  
Audit**



Recycle Program

Pay my bill  
Online  
*electric - water - sewer - trash*

[View Billing Insert](#)

**Average Billing Program & Enrollment  
for Residential Utility Customers**

Bentonville is  
**Growing  
Smarter**

The logo for 'Growing Smarter' features three circular icons: a lightbulb, a person's head, and a leaf, arranged horizontally between the words 'Growing' and 'Smarter'.

**ONLINE SERVICES**

- [GIS \(City Mapping\)](#)
- [eGov Online Services](#)

**GENERAL INFORMATION**

- [Arbor Day Foundation](#)
- [Downtown Master Plan](#)
- [FEMA Special Flood Hazard Area](#)
- [HIPAA Privacy Policy](#)
- [Proposed Bond](#)
- [State of the City](#)
- [Word On The Streets](#)

## **GENERAL "FAIR USE" GUIDELINES FOR LOGOS**

The City of Kannapolis logo/trademark/service mark (referred to as the "City Logo") is a valuable asset. The following Guidelines help the City protect valuable trademark rights and strengthen our brand identity. By using a City Logo, in whole or in part, any user agrees to abide by these Guidelines. The goodwill derived from using any part of a City Logo exclusively inures to the benefit of and belongs to the City. Except for the limited right to use as expressly permitted under these Guidelines, no other rights of any kind are granted hereunder, by implication or otherwise.

### **Use of the City of Kannapolis logos is generally acceptable when:**

- The intent is to promote an official, authorized City of Kannapolis event, program, or previously published City of Kannapolis fact-based content.
- The City Logo is used to supplement public or published content based on subjective opinion, where the author fully acknowledges that content is his or her own personal opinion, and in no way states (implied or otherwise) that the content is endorsed or authorized by the City of Kannapolis.
- The City Logo is used to supplement public or published material based entirely on fact (content considered to be public knowledge, void of personal opinions, and/or authorized by the City of Kannapolis).
- The individual or business is publishing, posting, re-printing, or referencing previously published, public City of Kannapolis content.

### **The City of Kannapolis logos may NOT be used:**

- To endorse (implied or otherwise) a product, company, or service without advanced, written authorization from the City of Kannapolis
- By unauthorized individuals or businesses in attempt to act (implied or otherwise) as an official employee or representative of the City of Kannapolis
- As an unauthorized promotional tool
  - It is unlawful to use the City of Kannapolis' logos on any promotional material that states, or might otherwise imply, that the subject of the promotion (event, business, organization, etc.) is endorsed, promoted, or sponsored by the City of Kannapolis.
- To endorse or promote (implied or otherwise) subjective or opinion-based content
  - It is unlawful to use the City of Kannapolis logos on any public or published materials based on subjective opinion in order to state, or imply in any way, that the City of Kannapolis is responsible for the content, or that the content has been authorized by the City of Kannapolis.

- Any alterations to any City Logo.
- Use tending to validate erroneous statements, facts or positions.
- Use to identify services not provided by the city.
- Use in connection with goods, services, products or activities which, may diminish goodwill in the city logo, including by way of example only, use which could be deemed obscene, pornographic, violent or otherwise in poor taste.
- Use in connection with any unlawful activities or to encourage unlawful activities.
- Use as part of another trademark.

APPROVED  
BY ORANGE COUNTY BOARD  
OF COUNTY COMMISSIONERS  
JUN 18 2013 CASHP

ORDINANCE NO. 2013-14

EFFECTIVE DATE  
JUN 21 2013

AN ORDINANCE PERTAINING TO COUNTY SEALS AND LOGOS; AMENDING SECTION 2-3 ("OFFICIAL COUNTY SEALS AND LOGOS") OF THE ORANGE COUNTY CODE; PROVIDING AN EFFECTIVE DATE.

WHEREAS, by Ordinance No. 97-01, approved on March 11, 1997, the Orange County Board of County Commissioners ("Board") adopted an official county seal, an official county mayor seal, and an official county logo; and

WHEREAS, the Board desires to update the official seals and logo by adding color and gray scale versions, alternate configurations, and officially adopting the Orange TV logo.

BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF ORANGE COUNTY, FLORIDA:

*Section 1.* Section 2-3, Orange County Code, is hereby amended to read as follows with underlines showing additions and strikethroughs indicating deletions:

**Sec. 2-3. Official county seals and logos.**

(a) *Legislative findings and intent.* From time to time the county board of commissioners and the county ~~chairman~~ mayor both need to use official seals, as authorized by ~~section F.S. §~~ section F.S. § 165.043, Florida Statutes, to indicate the authority of the county on documents of legal significance, to indicate the action of the county ~~chairman~~ mayor on documents of legal import, and as symbols of their offices and authority. Furthermore, all county officials, employees, and divisions and departments should use an official logo to indicate the involvement, sponsorship, aegis or ownership of the county in various publications, letterhead, presentations, signs and other appurtenances that in and of themselves do not have legal import. The legislative intent of this section is to (1) designate official county seals that may be used from time to time by the board of county commissioners, the county ~~chairman~~ mayor, the county comptroller and his/her designated deputy clerks, and certain other county employees, (2) to designate an official county logo that should be employed by all county officials, employees, and divisions and departments, and (3) to designate an official Orange TV logo that should be used by all employees of the Orange TV Unit of the county.

(b) *Definitions.*

*Board seal* means the visual design presented below, in ~~Exhibit A~~ as "~~The Board of County Commissioners Seal~~" [on file with the county comptroller], displayed in any form, whether painted, drawn, printed, electronically reproduced, stamped, embossed, or otherwise.

**BOARD OF COUNTY COMMISSIONERS  
COLOR, BLACK&WHITE  
AND GRAY SCALE LOGOS**



*County chairmanmayor's seal* means the visual design presented below, in ~~Exhibit B~~ as "~~The County Chairman's Seal~~" [on file with the county comptroller], displayed in any form, whether painted, drawn, printed, electronically reproduced, stamped, embossed, or otherwise.

**ORANGE COUNTY MAYOR  
COLOR, BLACK & WHITE SEAL**

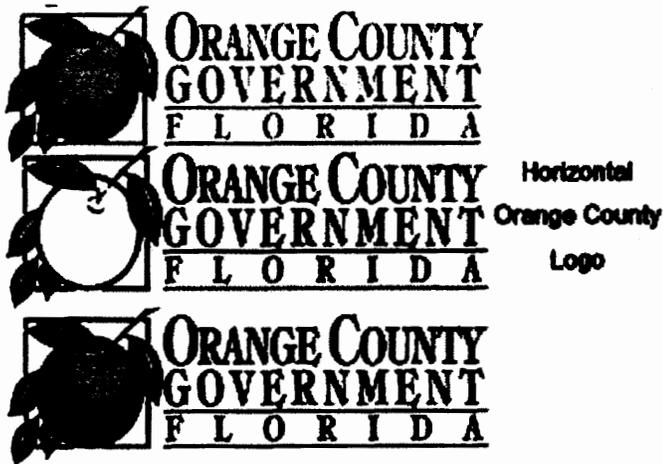


*County logos* means all the visual designs presented

below, in Exhibit C as "Primary Logo, Horizontal Logo and Signature Logo 'Sig'" [on file with the county comptroller], displayed in any form, whether painted, drawn, printed, electronically reproduced, stamped, embossed, or otherwise.

## ORANGE COUNTY GOVERNMENT COLOR, BLACK&WHITE, AND GRAY SCALE LOGOS

Standard Orange County Logo



Horizontal  
Orange County  
Logo



1 Line  
Orange County  
Logo



Orange County  
Logo

Orange TV logo means the visual design presented below, displayed in any form, whether painted, drawn, printed, electronically reproduced, stamped, embossed, or otherwise.



Use means stamping, embossing, manufacture, display, employment, reproduction, printing, drawing, graphic presentation, electronic reproduction, or other use of the board seal, the county chairmanmayor's seal, or the county logos, or the Orange TV logo, whether by traditional means and media, or electronically, or by facsimile.

(c) ***Adoption of seals and logos; authorization for use.***

(1) ***Board seal.*** The board seal is hereby adopted as the official seal of the Orange County Board of County Commissioners. ~~A copy~~ Copies of this seal, ~~Exhibit A,~~ shall remain on file permanently with the county comptroller, as clerk to the board of county commissioners. The county comptroller and his or her deputy clerks are hereby authorized to stamp or emboss the board seal on instruments of legal import as necessary or desirable to signify the approval, authorization, acceptance, adoption, enactment or execution thereof by the board. The board, the individual commissioners, and such aides, secretaries or assistants as the board may designate from time to time are hereby authorized to use the board seal in any other form as a symbol of the office or authority or involvement of the board or individual commissioners.

(2) ***County chairmanmayor's seal.*** The county chairmanmayor's seal is hereby adopted as the official seal of the Orange County ChairmanMayor. ~~A copy~~ Copies of this seal, ~~Exhibit B,~~ shall remain on file permanently with the county comptroller, as clerk to the board of county commissioners. The

county ~~chairman~~mayor is hereby authorized to emboss or stamp the county ~~chairman~~mayor's seal on instruments of import to signify actions taken by the county ~~chairman~~mayor in his or her official capacity. The county ~~chairman~~mayor and such aides, secretaries or assistants as the county ~~chairman~~mayor may designate from time to time are hereby further authorized to use the county ~~chairman~~mayor's seal in any other form as a symbol of the county ~~chairman~~mayor's office or authority or involvement.

(3) County logos. The County logos visual designs presented in Exhibit C, as "Primary Logo, Horizontal Logo and Signature Logo—Sig." are hereby adopted as the official logos of the county. A copy—Copies of these logos, ~~Exhibit C~~, shall remain on file with the county comptroller, as clerk to the board of county commissioners. All county officials, employees, and divisions and departments are hereby authorized and directed to use the county logos as necessary or desirable to indicate the ownership, sponsorship, aegis, endorsement, or other involvement of the county.

(4) Orange TV logo. The Orange TV logo is hereby adopted as the official logo of Orange TV. A copy of this logo shall remain on file with the county comptroller, as clerk to the board of county commissioners. All county employees of the Orange TV Unit are hereby authorized and directed to use the Orange TV logo as necessary or desirable to indicate the ownership, sponsorship, aegis, endorsement, or other involvement of the Orange TV Unit of the county.

(d) Prohibited activities—Board seal—and—county chairman's seal. No individual, institution, entity, organization, party, corporation or partnership (other than the county comptroller and his or her deputy clerks, the board and its individual commissioners and designated employees, and the county ~~chairman~~mayor and his or her designated employees) may use either the board seal or the county chairman's seal without the prior express written approval of the governing body or its authorized designee.

(e) Prohibited activities—County mayor's seal. No individual, institution, entity, organization, party, corporation or partnership (other than the county mayor and his or her designated employees) may use the county mayor's seal without the prior express written approval of the mayor or his or her authorized designee.

(f) Prohibited activities—County logo or Orange TV logo. No individual, institution, entity, organization, party,

corporation or partnership (other than officials, employees, and divisions and departments of the county) may use the county logos or the Orange TV logo without the prior express written approval of the county administrator or his or her authorized designee.

(gf) **Enforcement; penalties.**

1. Violations of subsection (d) shall be punished as provided by section F.S. §-165.043, Florida Statutes.

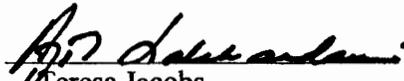
2. Violations of subsections (e) and (f) shall be punished by a fine not to exceed five hundred dollars (\$500.00) or by imprisonment in the county jail for a term not exceeding sixty (60) days, or both by such fine and imprisonment.

3. Each individual act constituting a violation of subsection (d), (e), or (f) shall constitute a separate offense. Further, the county shall be entitled to injunctive relief to halt or prevent any violations of this section.

**Section 2. Effective date.** This ordinance shall become effective pursuant to general law.

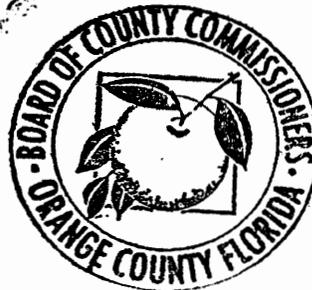
**ADOPTED THIS 18<sup>th</sup> DAY OF JUNE, 2013.**

ORANGE COUNTY, FLORIDA  
By: Board of County Commissioners

By:   
Teresa Jacobs  
County Mayor

ATTEST: Martha O. Haynie, County Comptroller  
As Clerk of the Board of County Commissioners

By:   
Deputy Clerk



ORDINANCE NO. 2013-\_\_\_\_

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF PEORIA, ARIZONA AMENDING CHAPTER 2 OF THE PEORIA CITY CODE (1992) BY ENACTING SECTION 2-5 PERTAINING TO OFFICIAL CITY SEALS AND LOGOS; FINDINGS; DEFINITIONS; ADOPTION AND PROHIBITED ACTIVITIES AND PROVIDING FOR SEVERABILITY AND PROVIDING FOR AN EFFECTIVE DATE.

NOW THEREFORE, IT IS ORDAINED by the Mayor and Council of the City of Peoria as follows:

SECTION 1. Chapter 2 of the Peoria City Code (1992) is amended by Enacting Section 2-5 pertaining to and which shall read as follows:

Sec. 2-5. Official city seals and logos; findings; definitions; adoption; prohibited activities

(a) *Legislative findings and intent.* From time to time the Mayor and City Council, City Manager and City Clerk need to use official seals to indicate the authority of the city on documents of legal significance, to indicate the action of the Mayor, City Manager and/or City Clerk on documents of legal import, and as symbols of their offices and authority. Furthermore, all city officials, employees, and divisions and departments may need to use an official seal or logo to indicate the involvement, sponsorship, aegis or ownership of the city in various publications, letterhead, presentations, signs and other appurtenances that in and of themselves do not have legal import. The legislative intent of this section is to adopt and designate the official seal of the City and to establish provisions to govern its usage.

(b) *Definitions.*

1. *City Seal* means the formal visual design presented below, as approved by the City Council action of December 14, 1954 awarding first place in the seal design contest to David Montoya. In order to assure consistent use, the City Manager shall promulgate electronic graphic standards governing the

electronic use of the seal displayed in any form, whether painted, drawn, printed, electronically reproduced, stamped, embossed, or otherwise. All electronic use of the seal falls within this definition.

2. *Logos* mean insignias, tag lines, mottos and similar items which are implemented by the City to identify its programs and functions to the general public. The City Manager shall promulgate electronic graphic standards governing the electronic use of such insignias, tag lines, mottos and similar items and is authorized to obtain trademarks, copyrights and other forms of legal protection governing the City's ownership and use of such items.

3. *Use* means stamping, embossing, manufacture, display, employment, reproduction, printing, drawing, graphic presentation, electronic reproduction, or other use of the City Seal or any Logo adopted by the City whether by traditional means and media, or electronically, or by facsimile.

(c) Adoption of seals and or logos and authorization for use.

1. *City seal.* The city seal as set forth in subsection (b) is adopted as the official seal of the City of Peoria, Arizona. A copy of this seal shall remain on file permanently with the City Clerk. The City Clerk and his or her deputies and assistants are authorized to stamp or emboss the City seal on instruments of legal import as necessary or desirable to signify the approval, authorization, acceptance, adoption, enactment or execution thereof by the City. The Mayor and Council or individual council members, the City Manager and his designees may use the City Seal as a symbol of the office or authority or involvement of the Council,

2. *Logo.* Any Logo adopted or implemented by the City shall have the original physical or electronic format on file in the Department of Communications or such other location as the City Manager may designate. All City officials, employees, departments and divisions are authorized to use adopted and implemented Logos as necessary or desirable to indicate the ownership, sponsorship, aegis, endorsement or other involvement of the City.

(d) Prohibited activities: City Seals and Logos.

1. No individual, institution, entity, organization, party, corporation or partnership may use the City Seal without the prior express written approval of the governing body or its authorized designee.

2. No individual, institution, entity, organization, party, corporation or partnership (other than officials, employees, and divisions and departments of the city) may use the City Logos without the prior express written approval of the City Manager or his or her authorized designee.

(e) Enforcement; penalties.

1. Violations of subsection (d) shall be punished as a civil violation with a maximum fine of two hundred and fifty dollars (\$250.00). Such civil violations shall be under the jurisdiction of the Municipal Court. The Arizona Rules of Procedure in Civil Traffic and Civil Boating violations shall apply to such violations.

2. Each individual act constituting a violation of subsection (d) shall constitute a separate offense.

3. The Office of the City Attorney is authorized to file for and the City shall be entitled to injunctive relief to halt or prevent any violations of this section.

SECTION 2. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by the decision of any Court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance.

SECTION 3. This Ordinance shall become effective in the manner provided by law.

PASSED AND ADOPTED by the Mayor and Council of the City of Peoria, Arizona, this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Bob Barrett, Mayor

ATTEST:

\_\_\_\_\_  
Rhonda Geriminsky, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Stephen M. Kemp, City Attorney

Ordinance No. 2013 -  
Official Seals and Logos  
October 29, 2013  
Page 4 of 4

Published in Peoria Times  
Publication Dates: \_\_\_\_\_  
Effective Date: \_\_\_\_\_

**CITY OF PEORIA, ARIZONA  
COUNCIL COMMUNICATION**

Agenda Item: 5

**Date Prepared: October 15, 2013**

**Council Meeting Date: October 29, 2013**

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**TO:** Honorable Mayor and City Council

**FROM:** Stephen M. Kemp, City Attorney

**SUBJECT:** City Council Policy 1-3; Procedure for Consideration of Candidates when Vacancies Occur on the City Council

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**Purpose:**

This is a request for the Mayor and City Council to discuss proposed revisions to City Council Policy 1-3 related to the procedures used to consider candidates for appointments to City Council when a vacancy occurs.

**Background/Summary:**

Pursuant to the Peoria City Charter, Article II, Section 13, vacancies on City Council that occur more than seven hundred and forty (740) days remaining in the council member's term are to be filled by appointment, until a new councilmember is elected. The current City Council Policy 1-3 outlines the procedures for consideration of candidates for vacancies on City Council. This policy has not been updated for several years. Meanwhile, other jurisdictions have filled vacancies and some of their processes improve transparency in the process.

Staff is proposing revisions to City Council Policy 1-3 in order to ensure consistency with Article II, Section 13 of the Peoria City Charter, as well as, consistency with current practices in similar situations. Staff's proposal is based on integrating the best practices from other jurisdictions and incorporating them into this policy.

Proposed revisions suggested to the council policy relate to council interview questions, nomination, and voting procedures, for the selection of the interim appointee. The change in voting procedures would be to make them consistent with those used for selection of the Mayor Pro-Tem and Vice Mayor.

**Previous Actions:**

On April 4, 2006, City Council adopted a new policy addressing the procedure to be used when considering applicants for City Council vacancies. At this time, the policy was set to automatically terminate on January 2, 2007, to allow the new City Council to consider this issue.

**8th Street**

Improvement Project

**SE DOWNTOWN**  
Area Plan

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Bentonville is  
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The logo for 'Growing Smarter' features three circular icons in a row: a lightbulb, a person's head, and a leaf.

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- [Word On The Streets](#)

On July 10, 2007, City Council reviewed and discussed City Council Policy 06-02 (new numbering sequence CP 1-3) at a Study Session.

On September 18, 2007, City Council adopted City Council Policy 1-3 without an expiration date.

**Options:**

- A:** Discuss the policy and direct staff on the proposed policy revisions to be brought forward at a future City Council meeting for adoption.
- B:** Keep City Council Policy 1-3 as is and make no changes to the procedures used to appoint a councilmember to fill a vacant position on City Council.

**Staff's Recommendation:**

Accept the proposed policy revisions as presented and forward the policy to the City Council for consideration at an upcoming City Council meeting.

**Fiscal Analysis:**

There are no fiscal impacts associated with revising this policy.

**Narrative:**

After the Mayor and City Council reach a consensus on the policy, if revisions are directed, a policy, incorporating the Mayor and City Council's direction will be brought forth to an upcoming City Council meeting for adoption by the Mayor and City Council.

**Exhibit(s):**

**Exhibit 1:** Current Council Policy 1-3

**Exhibit 2:** Proposed Council Policy

**Contact Name and Number:** Stephen M. Kemp, City Attorney 7321

 <p style="text-align: center;"><b>CITY COUNCIL POLICY</b></p>	<b>CP 1-3</b>
	Category: General
	Department: CITY ATTORNEY
<b>TITLE:</b> Procedure for Consideration of Candidates for Vacancies on the City Council	Approved: September 18, 2007

**A. Purpose**

This policy establishes the procedures which the City Council will use in considering candidates to fill a vacancy on the City Council should a vacancy occur. The existence of a written procedure will provide public confidence in the process used.

**B. Procedure**

**1. Charter Provisions.**

- a. The Peoria City Charter provides that should a Council seat become vacant, the seat will be filled by appointment. The appointment will be on an interim basis if there is more than two years remaining in the term of the vacated Council seat or for the remainder of the term if there is two years or less remaining. Should the position of Mayor become vacant, the Vice Mayor will automatically succeed to the position of Mayor and upon succession to the Mayor position, the Council seat held by the Vice Mayor will automatically become vacant.
- b. A vacancy occurs upon filing of the Letter of Resignation by a Council member or by operation of law in other cases such as death, succession to another office, conviction and sentence for a felony, etc.
- c. The City Charter requires within 10 calendar days following a vacancy, prospective candidates for appointment must file a letter with the City Clerk indicating their intent to run for the seat in the subsequent election.

- 2. **Application:** Within 10 calendar days following a vacancy a candidate for consideration to appointment to a vacancy on the City Council shall file an application with the City Clerk. The application shall be a public record subject to disclosure, with the exception of personal information such as date of birth.

**Category: General**

**Title: Procedure for Consideration of Candidates for Vacancies  
on the City Council**

**CP 1-3**

**Page 2 of 3**

- a. Upon the close of the 10 calendar day period, the City Clerk shall provide to the Mayor and each Council member copies of the applications filed by prospective candidates.
  - b. The City Clerk shall also provide to the City Manager a copy of the applications filed by prospective candidates and maintain a copy available for public inspection and copying.
- 3. Questions.**
- a. Within 10 calendar days following receipt of the applications by the Mayor and Council members, each Council member may submit to the Mayor those questions that they desire be asked of all applicants. The Mayor also may include those questions that they desire be asked of all applicants.
  - b. The Mayor shall compile a list of seven questions from those submitted. The list of questions shall not be a public record subject to disclosure until the date and time of the interview of candidates. Prior to the Council meeting where candidates will be interviewed, the Mayor shall assign the questions be asked by Council members on a random basis.
- 4. Interviews.**
- The Mayor shall set a special Council meeting to interview all candidates desiring consideration for appointment to a vacancy on the City Council. The interviews shall be held in open session. The following process shall be used for the interviews.
- a. The Mayor shall select randomly the order in which the candidates will be interviewed. The Mayor shall be responsible for timekeeping as provided by this policy.
  - b. Each candidate shall be given three minutes to introduce themselves to the City Council and the public that may be present.
  - c. The Mayor then will recognize one Council member at a time to ask the question assigned to the Council member of each candidate.
  - d. Following the Mayor and Council interview questions, each applicant will be given the opportunity to ask one question of the Council.
  - e. Following completion of the interview process, the Mayor shall declare the interview process closed.

Category: General

Title: Procedure for Consideration of Candidates for Vacancies  
on the City Council

CP 1-3

Page 3 of 3

5. Consideration.

After close of the interview process, the Mayor shall declare the discussion open among the Council for consideration of the applicants. Such discussion shall be held in open session. Upon completion of discussion, the Mayor shall declare the floor to be open for nominations.

- a. Any Council member may nominate one candidate. No second is required.
- b. If there are no further nominations to be made, the Mayor shall declare nominations to be closed.

6. Voting.

The Mayor shall call for voting on the candidates in the order in which they were nominated. Those Council members desiring to vote for a candidate shall cast a "yes" vote. Those Council members opposing the candidate shall cast a "no" vote. Once voting is completed, if a candidate is elected with a majority of the votes, the Mayor shall declare the candidate elected. If no candidate receives a majority of the votes, the following process shall be used. For purposes of this policy, in accordance with the Peoria City Charter, the term "majority of the votes" means those council members present and voting.

- a. A second ballot shall be held by the Council. All candidates shall be eliminated except the two candidates receiving the most votes from Council members on the first ballot.
- b. The second ballot shall be held in the same manner provided for the first ballot. In the event of a tie on the second ballot, the Mayor may elect to schedule a third ballot or address the matter at a future regular council meeting or a special meeting in accordance with City policies and procedures.
- c. Once voting is completed, the Mayor shall adjourn the meeting.

APPROVED:

/S/

Bob Barrett, Mayor

APPROVED AS TO FORM:

/S/

Stephen M. Kemp, City Attorney

Adopted: 4/6/06, CC #6C [Prior Numbering: CP-06-02]  
Amended 9/18/07, CC #6C

 <p style="text-align: center;"><b>CITY COUNCIL POLICY</b></p>	<b>CP 1-3</b>
	Category: General  Department: CITY ATTORNEY
<b>TITLE:</b> Procedure for Consideration of Candidates for Vacancies on the City Council	Approved: <b>September 18, 2007</b>

A. Purpose

This policy establishes the procedures which the City Council will use in considering candidates to fill a vacancy on the City Council should a vacancy occur. Pursuant to City Charter, vacancies on the Council shall be filled by appointment not less than twelve (12) days and not more than fifteen (15) days from the date any vacancy occurs. The existence of a written procedure will provide public confidence in the process used.

B. Procedure

1. Charter Provisions.

- a. The Peoria City Charter provides that should a Council seat become vacant, the seat will be filled by appointment. The appointment will be on an interim basis if there is more than two years seven hundred and forty (740) days remaining in the term of the vacated Council seat or for the remainder of the term if there is two years seven hundred and forty (740) days or less remaining. Should the position of Mayor become vacant, the Vice Mayor will automatically succeed to the position of Mayor and upon succession to the Mayor position, the Council seat held by the Vice Mayor will automatically become vacant.
- b. A vacancy occurs upon filing of the a Letter of Resignation by a Council member or by operation of law in other cases such as death, succession to another office, conviction and sentence for a felony, etc.
- c. The City Charter requires that within 10 calendar days following the a-vacancy, prospective candidates for appointment must file a letter with the City Clerk indicating their intent to run for the seat in the subsequent election.

2. Application: Within 10 calendar days following a vacancy, a candidate for consideration to-for appointment to a vacancy on the City Council shall file an application with the City Clerk. The application shall be a public record subject to disclosure, with the exception of personal information, such as date of birth.

- a. Upon the close of the 10 calendar day application period, the City Clerk shall provide to the Mayor and each Council member copies of the applications filed by prospective candidates.
  - b. The City Clerk shall also provide to the City Manager a copy of the applications filed by prospective candidates. ~~and maintain a copy available for public inspection and copying.~~
3. Questions.
- a. Within 10 calendar days following receipt of the applications by the Mayor and Council members, each Council member may submit to the Mayor ~~those any~~ questions that they desire wish to be asked of all applicants. The Mayor ~~also may~~ also include ~~those~~ questions that ~~they desire he/she wishes to~~ be asked of all applicants.
  - b. The Mayor shall compile a list of ~~seven~~ questions from those submitted that will be asked of all applicants. The list of questions shall not be a public record subject to disclosure until the date and time of the interview of candidates. Prior to the Council meeting where candidates will be interviewed, the Mayor shall randomly assign the questions to be asked by Council members ~~on a random basis~~.
4. Interviews.
- The ~~Mayor~~ shall set a special Council meeting to interview all candidates desiring consideration for appointment to a vacancy on the City Council. The interviews shall be held in open session. The following process shall be used for the interviews.
- a. The Mayor shall ~~select~~ randomly select the order in which the candidates will be interviewed. ~~The Mayor shall be responsible for timekeeping as provided by this policy.~~
  - b. Each candidate shall be given three minutes to introduce themselves to the City Council and ~~the~~ public that may be present.
  - c. The Mayor ~~then~~ will recognize one Council member at a time to ask the assigned question(s) ~~assigned to the Council member~~ of each candidate.
  - d. Following the Mayor and Council interview questions, each applicant will be given the opportunity to ask one question of the Council.
  - e. Following completion of the interview process, the Mayor shall declare the interview process closed.

5. Consideration.

After close of the interview process, the Mayor shall declare the discussion open among the Council for consideration of the applicants. The Council shall consider the applicants in an open and public session. Such discussion shall be held in open session. Upon completion of discussion, the Mayor shall declare the floor to be open for nominations.

- a. Any Council member may nominate one candidate. No second is required.
- b. If there are no further nominations to be made, the Mayor shall declare nominations to be closed.

6. Voting.

If there is only one nomination, then a motion to select that individual by acclamation should be entertained by the Presiding Officer. If there is more than one nomination for the vacant seat, the Presiding Officer should announce that the seat will be filled by a secret ballot of the Council.

- a. The City Clerk will distribute blank ballots. Each Councilmember should write in the name of the candidate that they desire to vote for and fold the ballot. The City Clerk will collect the ballots and the City Attorney and City Clerk will count the ballots in the Executive Session Conference Room, and provide the Mayor with a tally sheet indicating the votes for each candidate. Once voting is completed, if a candidate receives a majority of the votes, the Mayor shall declare the candidate appointed. For purposes of this policy, in accordance with the Peoria City Charter, the term "majority of the votes" means those Council members present and voting. The candidate with the most votes is appointed to fill the vacant seat.
- b. If no candidate receives a majority of the votes, the two candidates receiving the most votes shall move on to a second ballot.
- c. The second ballot shall be held in the same manner provided for the first ballot. In the event of a tie on the second ballot, the Mayor may elect to schedule a third ballot or address the matter at a future regular council meeting or a special meeting in accordance with City policies and procedures.
- d. Once voting is completed, the Mayor shall announce the individual who has obtained the most votes.

~~The Mayor shall call for voting on the candidates in the order in which they were nominated. Those Council members desiring to vote for a candidate shall cast a "yes" vote. Those Council members opposing the candidate~~

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~~shall cast a "no" vote. Once voting is completed, if a candidate is elected with a majority of the votes, the Mayor shall declare the candidate elected. If no candidate receives a majority of the votes, the following process shall be used. For purposes of this policy, in accordance with the Peoria City Charter, the term "majority of the votes" means those council members present and voting.~~

~~a. A second ballot shall be held by the Council. All candidates shall be eliminated except the two candidates receiving the most votes from Council members on the first ballot.~~

~~b. The second ballot shall be held in the same manner provided for the first ballot. In the event of a tie on the second ballot, the Mayor may elect to schedule a third ballot or address the matter at a future regular council meeting or a special meeting in accordance with City policies and procedures.~~

~~c.~~

~~d. Once voting is completed, the Mayor shall adjourn the meeting.~~

APPROVED:

/S/

Bob Barrett, Mayor

APPROVED AS TO FORM:

/S/

Stephen M. Kemp, City Attorney

Adopted: 4/6/06, CC #6C [Prior Numbering: CP-06-02]

Amended 9/18/07, CC #6C

**CITY OF PEORIA, ARIZONA  
COUNCIL COMMUNICATION**

Agenda Item: 6

**Date Prepared: October 22, 2013**

**Council Meeting Date: October 29, 2013**

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**TO:** Carl Swenson, City Manager  
**FROM:** Julie Ayers, Human Resources Director  
**SUBJECT:** City of Peoria Wellness Program Update

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**Purpose:**

This presentation will provide a general overview of the City's Health Insurance Trust with a focus on our Wellness Program. This will include information on industry trends and challenges, and discussion and general Council direction on opportunities for new programs.

**Background/Summary:**

The City offers eligible employees health insurance coverage through a self-funded trust which is overseen by a Trust Board appointed by the City Council. The Trust Board relies on City professional staff and consultants to administer the day-to-operations of this complex program.

The City has projected to spend \$14.2 million on health insurance expenses during FY14 and health insurance costs continue to rise faster than inflation and employee wage growth. Thus, many organizations, including the City, have pursued wellness programs in an effort to create a partnership with employees as the best chance to maintain benefits and reduce future cost increases.

**Staff's Recommendation:**

Study session for discussion only.

**Fiscal Analysis:**

n/a

**Exhibit(s):** n/a

**Contact Name and Number:** Julie Ayers, Human Resources Director, x7580