

**CITY COUNCIL
REGULAR MEETING AGENDA AND
SUMMARY REPORT
JANUARY 24, 2017**

STUDY SESSION - TRAINING TO USE ILEGISLATE VOTING

STUDY SESSION (COUNCIL CHAMBER)

1. CALL TO ORDER AND ROLL CALL

2. PUBLIC COMMENTS:

(PUBLIC COMMENT IS LIMITED TO ITEMS WHICH ARE THE SUBJECT OF THE STUDY SESSION)

3. STUDY SESSION

Study Session items are items for in-depth discussion and possible direction to staff. No action will be taken.

- 3.1** REQUEST TO SPEAK ON AN AGENDA ITEM - Council Members may request to speak using iLegislate by tapping the “Request to Speak” button in the bottom right corner of an agenda. Each time a meeting member requests to speak, they are added to the Speaker list.
- 3.2** MEETING CHAIR - The meeting chair can view on their iPad the number of speakers who have requested to speak. This number increases as new requests to speak are made. Each time a person is called to speak, this number reduces by one. Council Members cannot view the speaker list but can view the name of the current speaker from their iPads.
- 3.3** CREATE A MOTION FOR AN AGENDA ITEM AND CALL FOR A VOTE FOR THE MOTION - Council Members can make and second motions on the current agenda item, which is highlighted based on the state of the meeting. Council Members can tap the “**Motion**” button to make a motion, or if another Council Member has already made the motion, the second Council Member can tap the Second button to second the motion. Council Members can withdraw the motion or the seconding of the motion from the iPads.
- 3.4** CAST A VOTE - When the Mayor calls for a vote, the Voting Menu will appear on the iPad. Three options will be available to select: Yes, No,

or Abstain. After the selection is made, the screen will display the vote summary, a list of voting members, the voting results, and the motion text.

- 3.5** PROJECTOR DISPLAY - The title of the agenda items, speaker names, mover and seconder of motion, and votes will be displayed.

4. ADJOURNMENT OF MEETING

***Did not appear on the preliminary agenda.**

****Quasi-judicial or adjudicative action.**

The City of Santa Rosa does not discriminate on the basis of disability in the admissions or access to, or treatment of or employment in, its programs or activities. Disability-related aids or services, including printed information in alternate formats, to enable persons with disabilities to participate in public meetings are available by contacting the City Clerk Office at 543-3015 or cityclerk@srcity.org one week prior to the meeting. TDD 543-3063

Meeting information can also be accessed via the internet at <http://srcity.org>

Any writings or documents provided to a majority of the City Council prior to this meeting regarding any item on this agenda, excluding closed session items, are available for public review in the City Clerk's Office, Room 10, City Hall, 100 Santa Rosa Ave, during normal business hours.