City of Tempe
Office of the City Clerk, Kathy L. Matz
31 East Fifth Street – 2nd Floor
Tempe, AZ 85281
www.tempe.gov/clerk

Tempe

WELCOME TO THE TEMPE CITY COUNCIL MEETING!

Mayor Hugh Hallman

Vice Mayor J. Hut Hutson
Councilmember Barbara J. Carter
Councilmember Shana Ellis
Councilmember P. Ben Arredondo
Councilmember Mark Mitchell
Councilmember Onnie Shekerjian

The Tempe City Council meets most Thursday evenings at 7:30 p.m. here in the City Council Chambers. The City Council also holds an informal Issue Review Session at 6:00 p.m. on Thursdays just before its formal meetings. Issue Review Sessions and Formal City Council meetings are broadcast live on Tempe Channel 11, the City's government access channel, and rebroadcast throughout the following week. You can also watch City Council meetings live on the Internet at www.tempe.gov/tempe11/video.

The City Clerk's Office prepares a meeting agenda with supporting material for every City Council meeting. State law requires that all City Council meeting agendas must be publicly posted at least 24 hours prior to a meeting; however, the agendas are usually available the Friday afternoon prior to a Thursday City Council meeting. You can find the agendas, as well as the City Council meeting schedule, in the following locations: the Clerk's Office on the 2nd floor of City Hall, the bulletin board outside of the City Council Chambers, and on the Internet at www.tempe.gov/clerk.

All City Council meetings are recorded on video and audio tape. Written minutes of the meeting are maintained by the City Clerk's Office for the permanent public record. The public is welcome to review these public records at the Clerk's Office any time during normal business hours. Agendas and minutes are also available on the Internet at www.tempe.gov/clerk. To purchase a hard copy of City Council meeting minutes, contact the Clerk's Office at (480)350-8241. To purchase a videotape of a City Council meeting, please call Tempe Channel 11 at (480)350-8474.

Opportunities to Express Your Opinion and Communicate with the City Council

The Tempe City Council believes that providing citizens opportunities to communicate with the City Council is vital for a strong, representative local government. There are many ways to reach the Tempe City Council, during public meetings and otherwise.

Issue Review Session (IRS)

Members of the public may come forward and talk with the City Council during the "Call to the Audience" at the beginning of the IRS. Comments must relate to issues on the IRS agenda. Speakers may address Council just once during the Call to the Audience. The time limit is three minutes per speaker.

Formal Council Meeting – Public Hearing Items

The City uses what is known as a *Consent Agenda* that generally includes many items having no opposition. All items on the consent agenda are considered as a group by the City Council and are enacted with one vote following the reading of the consent agenda. There is no discussion of the consent agenda items unless a Councilmember removes an item for separate consideration or a citizen requests that a public hearing item be removed. Public hearing items are designated on the agenda with an asterisk (*).

The format for a public hearing item is as follows: 1) city staff's presentation – generally includes a brief history of the item and any known issues; 2) applicant's initial presentation – no time limit; 3) public hearing – members of the public may come forward and express their opinion on the item for up to five minutes; 4) applicant's final presentation – no time limit. Councilmembers may ask questions of the various speakers throughout the public hearing.

Most public hearing items actually have two public hearings at consecutive City Council meetings. The City Council does not vote on a public hearing item until after the second public hearing. Only items that are introduced with an emergency declaration will have just one public hearing.

Items on the *Non-Consent Agenda* usually are those that have some known opposition or that require some discussion by the Councilmembers. Each item on the non-consent agenda is voted on separately. Not all items on the non-consent agenda are public hearing items, only those marked with an asterisk.

Public Appearances at Formal City Council Meetings

At the 7:30 p.m. formal City Council meetings, the final item on the agenda is "Public Appearances." During this time, any member of the public may come forward and address the City Council regarding any issue. There is a five-minute time limit per speaker. Video or audio tapes or other overhead visual aids are not allowed during these public appearances. All speakers should begin their remarks by stating their name and address for the record.

Under the Arizona Open Meeting Law, the City Council can only discuss matters that are specifically listed on the meeting agenda. Citizens who know in advance that they want to address the City Council on a specific issue can have that issue placed on the agenda under ***Scheduled* Public Appearances** by calling the City Clerk's Office no later than the Friday morning before a Thursday meeting.

Members of the public can also address the City Council during ***Unscheduled* Public Appearances,** even if they have not placed an issue on the agenda. Matters brought up during Unscheduled Public Appearances cannot be discussed by the City Council at that meeting. The City Council can, however, refer these unscheduled issues to the appropriate City department for review or request that city staff members follow-up with the speaker(s) after the meeting has been adjourned.

Request to Address City Council

If you wish to address the City Council at the regular City Council meeting or at the IRS, please fill out one of the request cards provided for that purpose at the back of the City Council chambers.

Other Ways to Communicate with the Tempe City Council:

"All Council" Phone Messages – Call (480)350-4170 and leave one voice message that will be automatically forwarded to the entire Tempe City Council.

"All Council" Letters – All correspondence addressed to the "Tempe City Council" is distributed to all of the Councilmembers. The address is: Tempe City Hall, 31 E. 5th Street, Tempe, Arizona, 85281.

E-Mail Councilmembers at the following individual addresses: hugh_hallman@tempe.gov, hut_hutson@tempe.gov, ben_arredondo@tempe.gov, barb_carter@tempe.gov, shana_ellis@tempe.gov, mark_mitchell@tempe.gov, and onnie_shekerjian@tempe.gov.

PLEASE NOTE: All e-mails sent to the Tempe City Council are public records, and copies are provided to the media on a regular basis.

AS A COURTESY TO EVERYONE IN ATTENDANCE AT THE TEMPE CITY COUNCIL MEETINGS, PLEASE TURN OFF OR MUTE ALL PAGERS, MOBILE PHONES OR OTHER ELECTRONIC DEVICES THAT MAY DISRUPT THE PROCEEDINGS.