

**Utility Bill Insert Update**

Circulation of the utility bill insert has been postponed to the months of September/October 2011. To allow for meeting this schedule, the completed insert has to be ready for copying by mid August 2011. This agenda item is set to facilitate the scheduling of alternative dates and times for taking the photos that will become part of the insert.

### Election of Officers

According to Council Policy 7.2.19(2.G(1)), this agenda item will be carried out at the end of the meeting. The BPAC members must elect a Chair and Vice Chair to serve in the 2011/2012 Fiscal Year. City staff has no recommendation; this matter must be voted on by the BPAC members.

Process of electing the BPAC Chair and Vice Chair is as follows:

1. Open Nominations:
  - a. Presiding officer may say: "Are there nominations for the Chair?"
  - b. Any BPAC member may say: "I nominate \_\_\_\_\_"
  - c. No second is necessary.
  - d. Presiding officer then ask: "Are there further nominations for the Chair?"
  - e. The process is repeated until there are no further nominations.
2. Close Nominations:
  - a. Presiding officer declares nominations for the Chair closed.
  - b. Motion to close is not necessary.
3. Nominations are voted upon in the order they were made.
  - a. The member receiving the necessary vote is elected for the Chair.

The process is then repeated for electing the Vice Chair.