This is an example City Council Agenda. The text in red explains what happens during a particular section of a City Council meeting. For additional information about the San Carlos City Council, please visit www.cityofsancarlos.org/council.

CITY OF SAN CARLOS

City Council/Successor Agency to the Redevelopment Agency/Housing Authority
Regular Meeting

DATE: TIME
MEETING ROOM LOCATION
ADDRESS
www.cityofsancarlos.org

AGENDA

City Council agenda materials may be viewed online at www.cityofsancarlos.org, in the City Clerk’s office and in the San Carlos Library (610 Elm Street) at least 24 hours prior to a special meeting, and at least 72 hours prior to a regular meeting. Those persons wishing to address the Council should fill out a speaker card located in the meeting room and deliver the speaker card to the City Clerk or announce an intention to speak on an item once it is called.

CHAIR: Mark Olbert
COUNCIL: Ronald Collins, Sara McDowell, Laura Parmer-Lohan, Adam Rak

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. CHANGES TO THE ORDER OF THE AGENDA

Staff and Councilmembers may formally request changes to the order of agenda items during this part of the meeting. Council may also request changes to the order of the agenda at any time during the meeting.

4. REPORT FROM CLOSED SESSION

At this time, the City Attorney will notify the public if there are any reports from the Council’s latest Closed Session.

5. PRESENTATIONS
This section is reserved for the City’s ceremonial presentations (such as presenting proclamations and city coins) and presentations from outside agencies.

6. PUBLIC COMMENT

This section is reserved for the public to provide comments on items that are not on the posted agenda. Each speaker is limited to two minutes.

7. COUNCIL COMMUNICATIONS AND ANNOUNCEMENTS

Under this section, Council provides a brief update on any outside meetings or events they have attended.

8. CONSENT CALENDAR

Items listed under this section are general in nature and are voted upon in one motion unless there’s a request by Council or the City Manager to remove an item for separate discussion.

9. AGENDA SETTING

Items listed in this section will be considered by the Council for placing on a future agenda. No action will be taken on these items at this meeting.

10. REPORTS TO COUNCIL

Reports to Council are updates on key City projects. They are informational in nature and no action will be taken on these items at this meeting.

10. STUDY SESSION

This section of the agenda is reserved for Council to discuss a topic/project and provide staff with direction on how to proceed. No action will be taken on these items at this meeting.

11. PUBLIC HEARING

Public Hearings are formal hearings conducted to solicit testimony from the general public. The City’s Municipal Code and/or state law requires public hearing for the consideration of certain issues, such as zoning amendments and conditional use permits.

12. UNFINISHED BUSINESS

Items that were previously listed under the “New Business” section but require additional action from the Council will be placed in this section of the agenda.

13. NEW BUSINESS

This section is for items that will be presented to Council for action.

14. ADDITIONAL COUNCIL COMMUNICATIONS AND ANNOUNCEMENTS
This section provides Council and staff have an opportunity to provide meeting reflections or announcements.

15. ADJOURNMENT

Any writings or documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection at the City Clerk’s Office at City Hall - 600 Elm Street, San Carlos, during normal business hours.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at (650) 802-4219. Notification in advance of the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.