

City of Biddeford
School Committee

November 22, 2016/7:00 PM/LITTLE THEATER AT BHS

- A.** Call to Order
- B.** Roll Call
- C.** Executive Session
- D.** Pledge of Allegiance
- E.** Adjustments to Agenda
- F.** Consideration of Minutes
- G.** Student Rep Reports
- H.** Superintendent's Report
- I.** Committee Reports
- J.** Old Business
- K.** New Business
 - K.1. Report: BMS, BHS, BRCOT, Maintenance/Custodial – School Opening
[20160920 Granicus iLegislate Abbreviated Users Manual V1.pdf](#)
- L.** Resignations
- M.** Nominations
- N.** Appointments
- O.** Transfers
- P.** Public Participation
- Q.** Communications

R. Adjournment



iLegislate

Abbreviated User Manual

September 20, 2016

Ver 1.0

City of Biddeford
P.O. Box 586
205 Main Street
Biddeford, ME 04005

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Starting iLegislate



Click on the iLegislate desktop icon.

The app should automatically open, however if you see the login screen enter the following:

Granicus Platform host site = Biddeford.Granicus.com

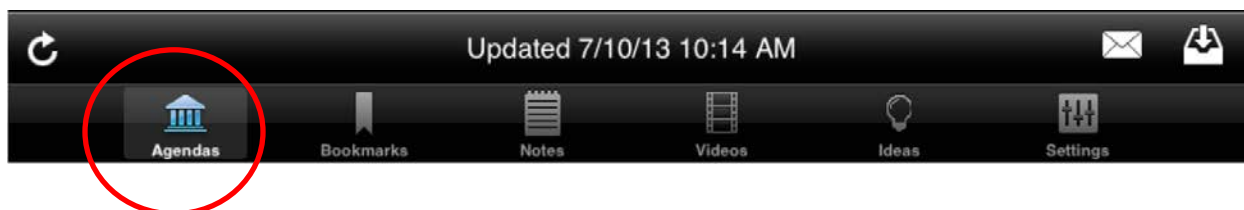
Username = [the first letter of your first name followed by your last name, no spaces]

Example: bphinney

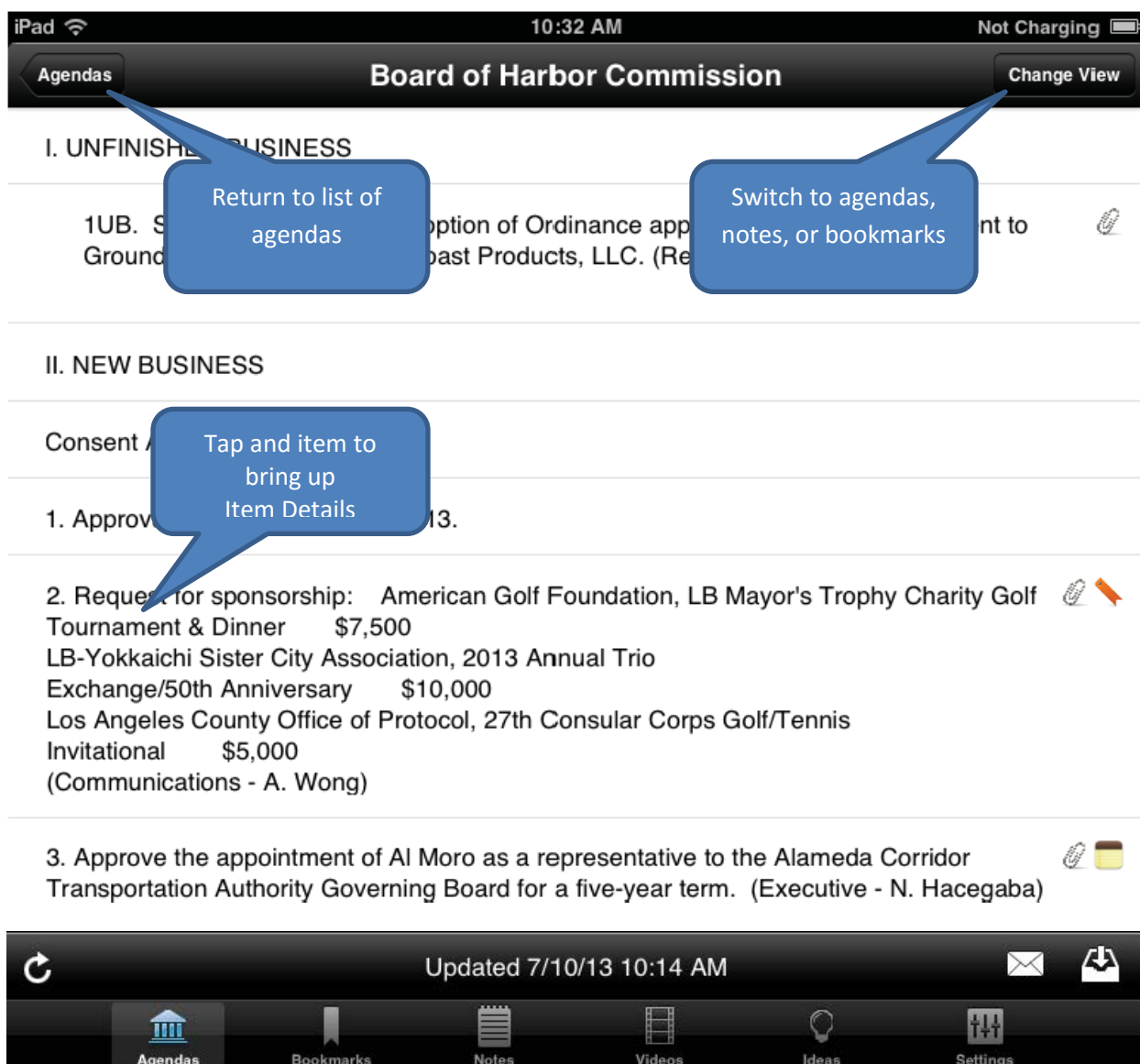
Password = [password provided by J Gerlach]

Getting Started: Selecting an Agenda

When iLegislate opens, the Agenda screen displays by default. The screen displays a list of upcoming meetings by committee name with published agendas.



1. Click on an agenda to open the file



Agenda General Icon Reference



The paper clip signifies an attachment



The ribbon signifies a bookmark



The paper pad signifies a note

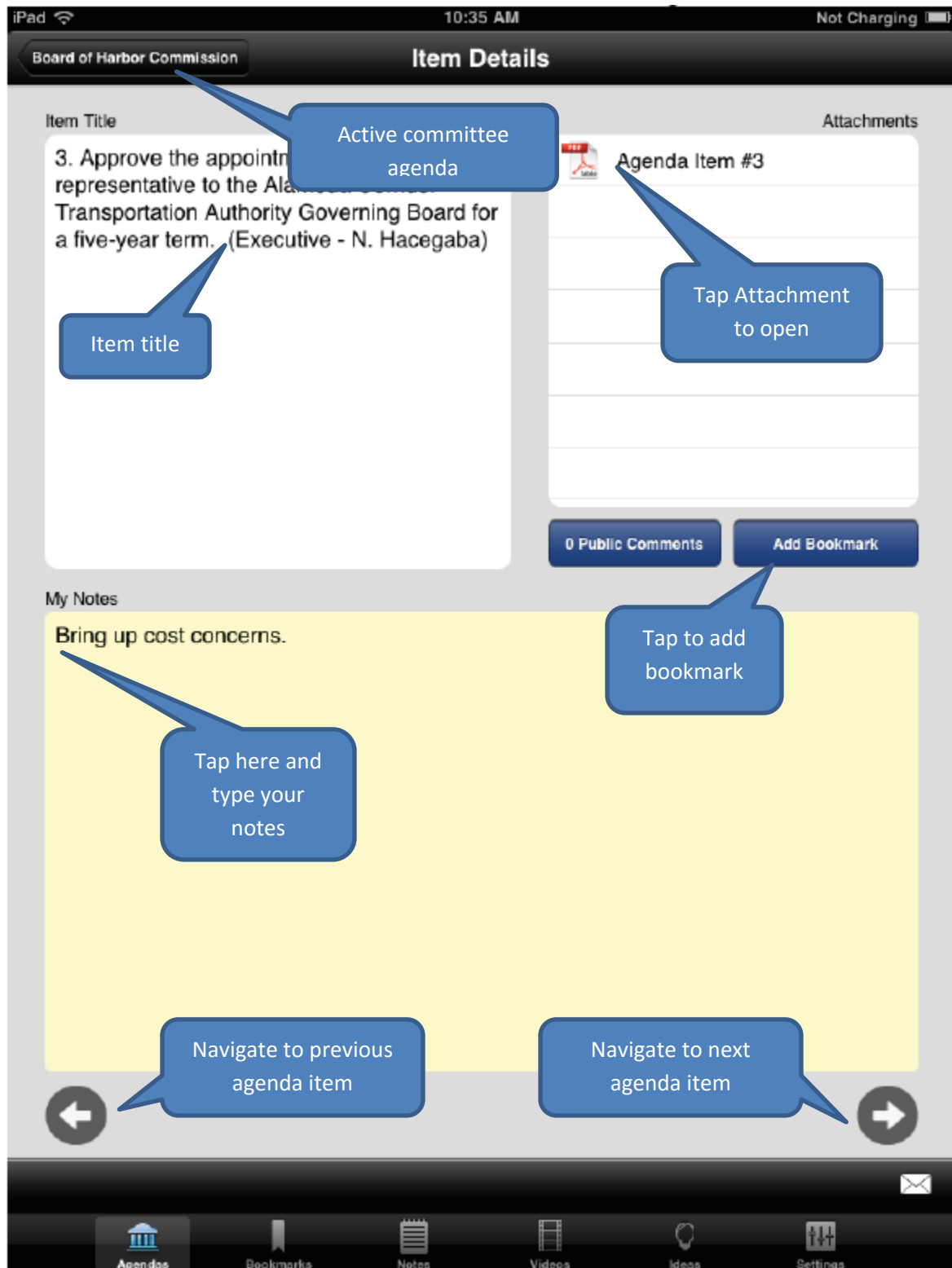


The text message icons signify a public comment

Agenda Navigation

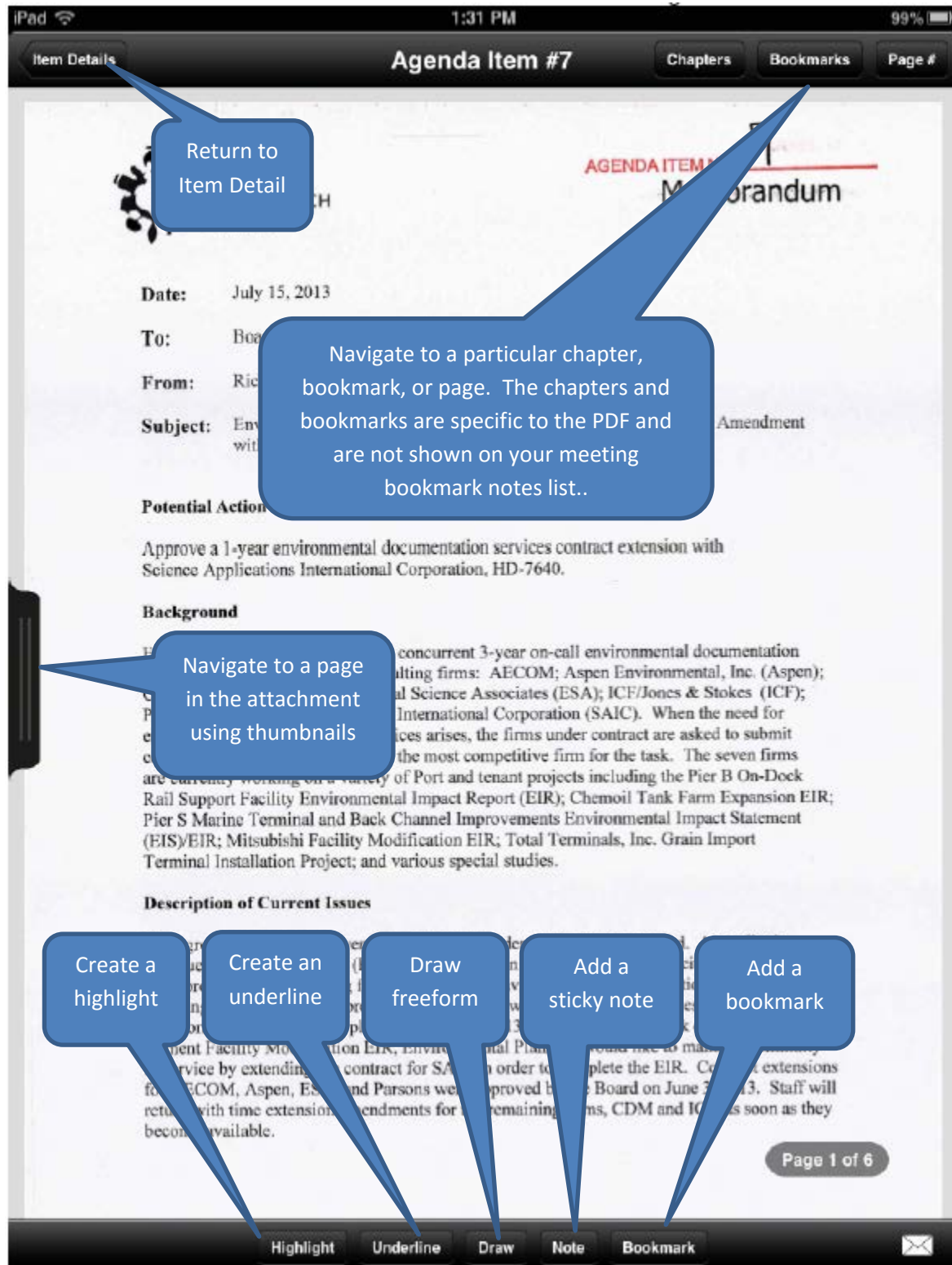
Once an agenda has been selected and opened, each listed item may be further opened in an *Item Details* window. The Item Details window lists the item title, any attachment, provides a location for adding notes, allows you to bookmark the item, and allows navigation to the prior or next agenda item.

Agenda Item Details

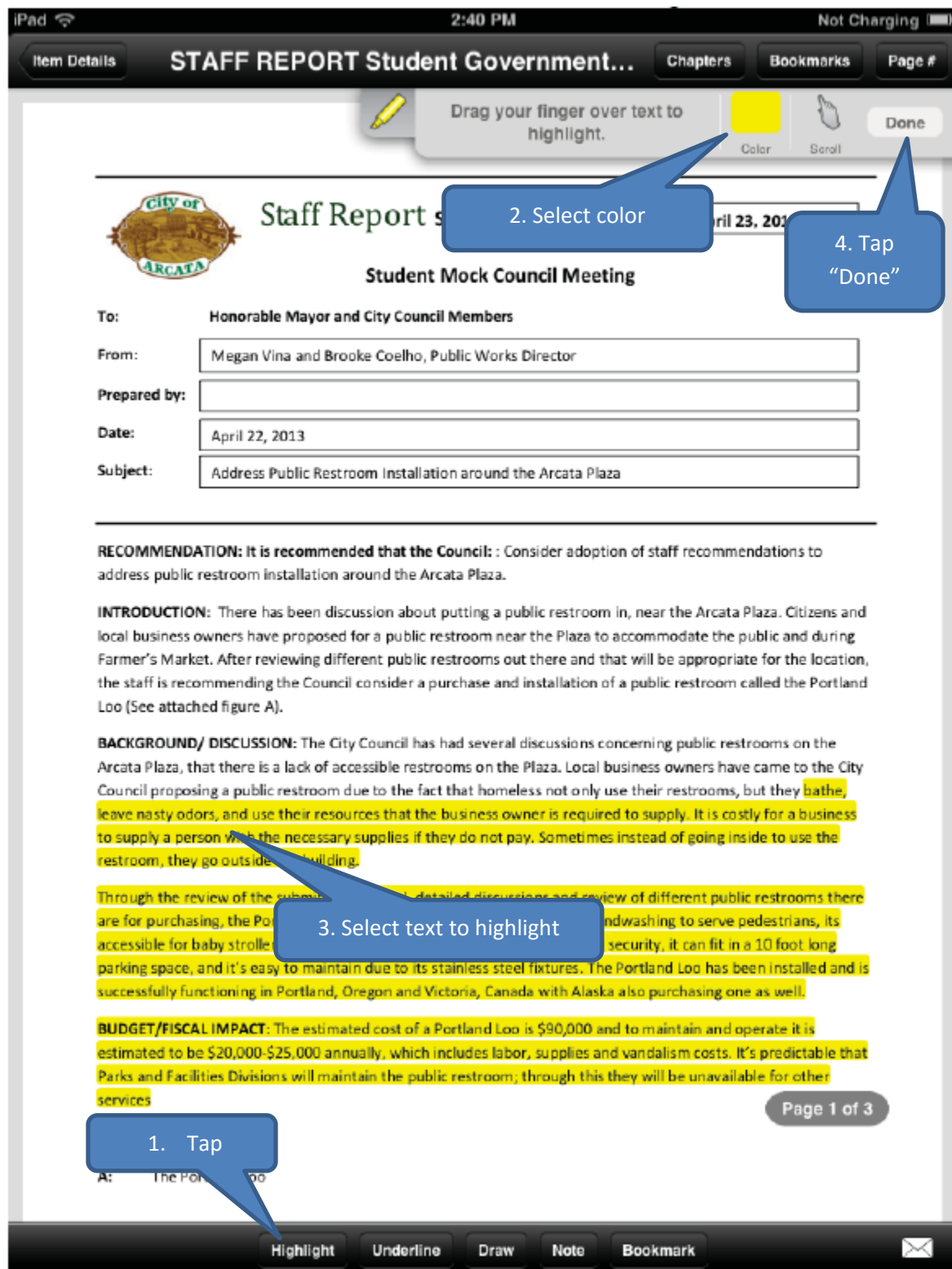


Navigating Attachments

General Navigation



Highlighting an Attachment



Underlining an Attachment

iPad 3:28 PM Not Charging

Item Details **STAFF REPORT Student Government...** Chapters Bookmarks Page #

Drag your finger over text to underline. Color Scroll Done

Staff Report Student Government... April 23, 2013

Student Mock Council Meeting

To: Honorable Mayor and City Council Members

From: Megan Vina and Brooke Coelho, Public Works Director

Prepared by:

Date: April 22, 2013

Subject: Address Public Restroom Installation around the Arcata Plaza

RECOMMENDATION: It is recommended that the Council: Consider adoption of staff recommendations to address public restroom installation around the Arcata Plaza.

INTRODUCTION: There has been discussion about putting a public restroom in, near the Arcata Plaza. Citizens and local business owners have proposed for a public restroom near the Plaza to accommodate the public and during Farmer's Market. After reviewing different public restrooms out there and that will be appropriate for the location, the staff is recommending the Council consider a purchase and installation of a public restroom called the Portland Loo (See attached figure A).

BACKGROUND/ DISCUSSION: The City Council has had several discussions concerning public restrooms on the Arcata Plaza, that there is a lack of accessible restrooms on the Plaza. Local business owners have come to the City Council proposing a public restroom due to the fact that homeless not only use their restrooms, but they bathe, leave nasty odors, and use their resources that the business owner is required to supply. It is costly for a business to supply a person with the necessary supplies if they do not pay. Sometimes instead of going inside to use the restroom, they go outside the building.

Through the review of the submitted proposal, determine if the Portland Loo is a viable option. If the restrooms there are for purchasing, the Portland Loo seems most appropriate. For pedestrians, its accessible for baby strollers, bicycles, and wheel chairs, it offers privacy and security, it can fit in a 10 foot long parking space, and it's easy to maintain due to its stainless steel fixtures. The Portland Loo has been installed and is successfully functioning in Portland, Oregon and Victoria, Canada with Alaska also purchasing one as well.

BUDGET/FISCAL IMPACT: The estimated cost of a Portland Loo is \$90,000 and to maintain and operate it is estimated to be \$20,000-\$25,000 annually, which includes labor, supplies and vandalism costs. It's predictable that Parks and Facilities Divisions will maintain the public restroom; through this they will be unavailable for other services

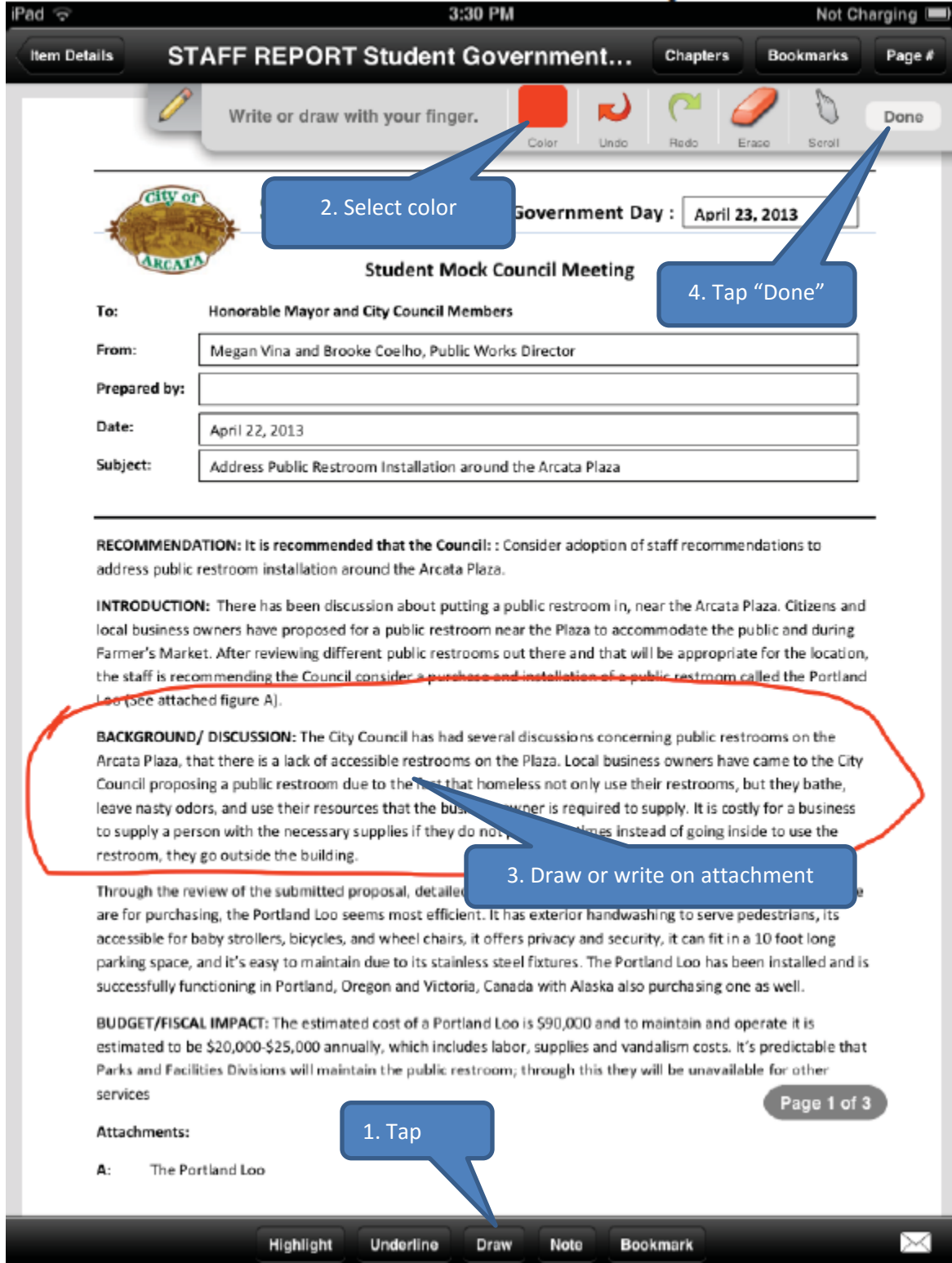
Page 1 of 3

Attachments:

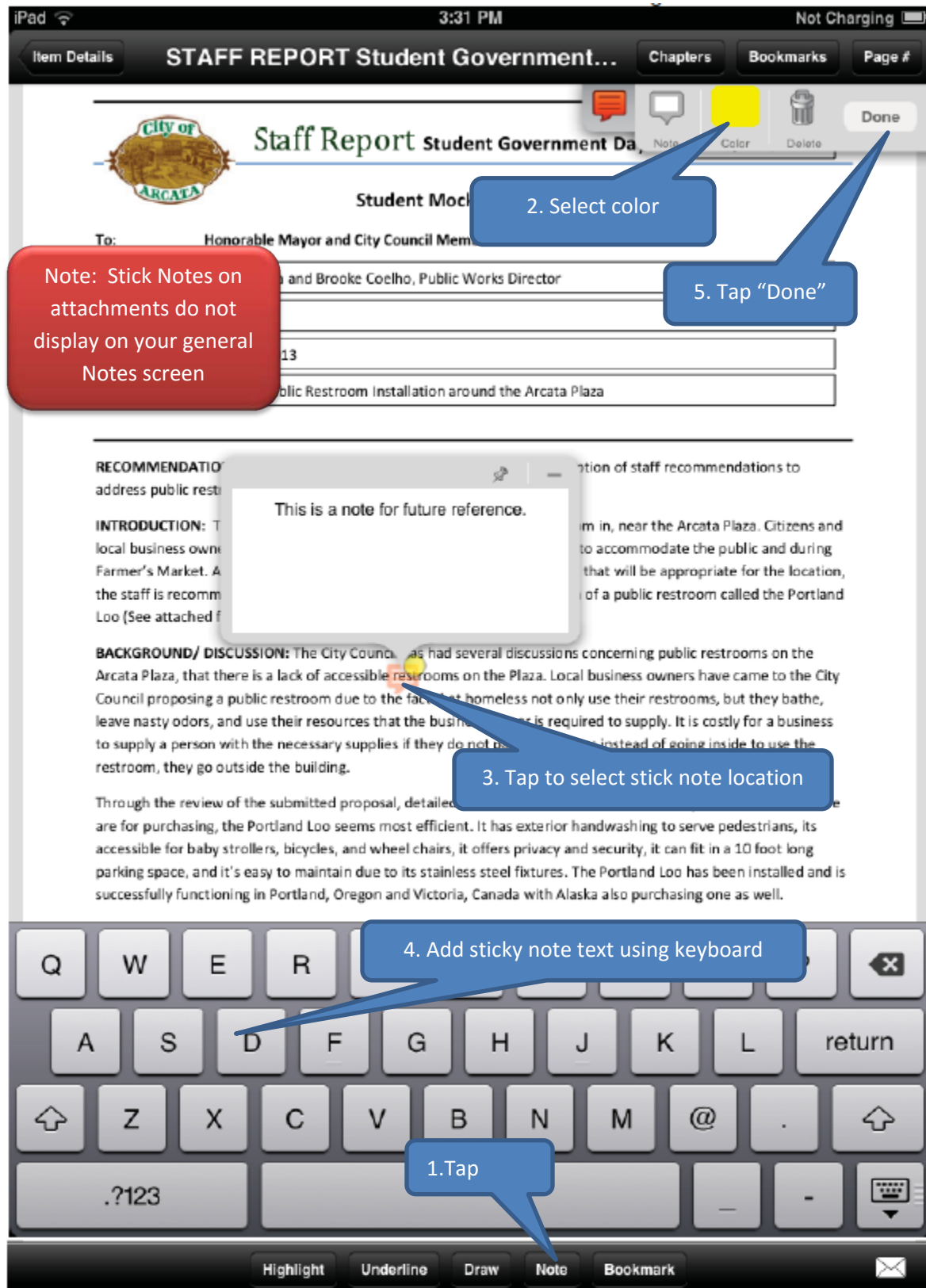
A: The Portland Loo

Highlight Underline Draw Note Bookmark

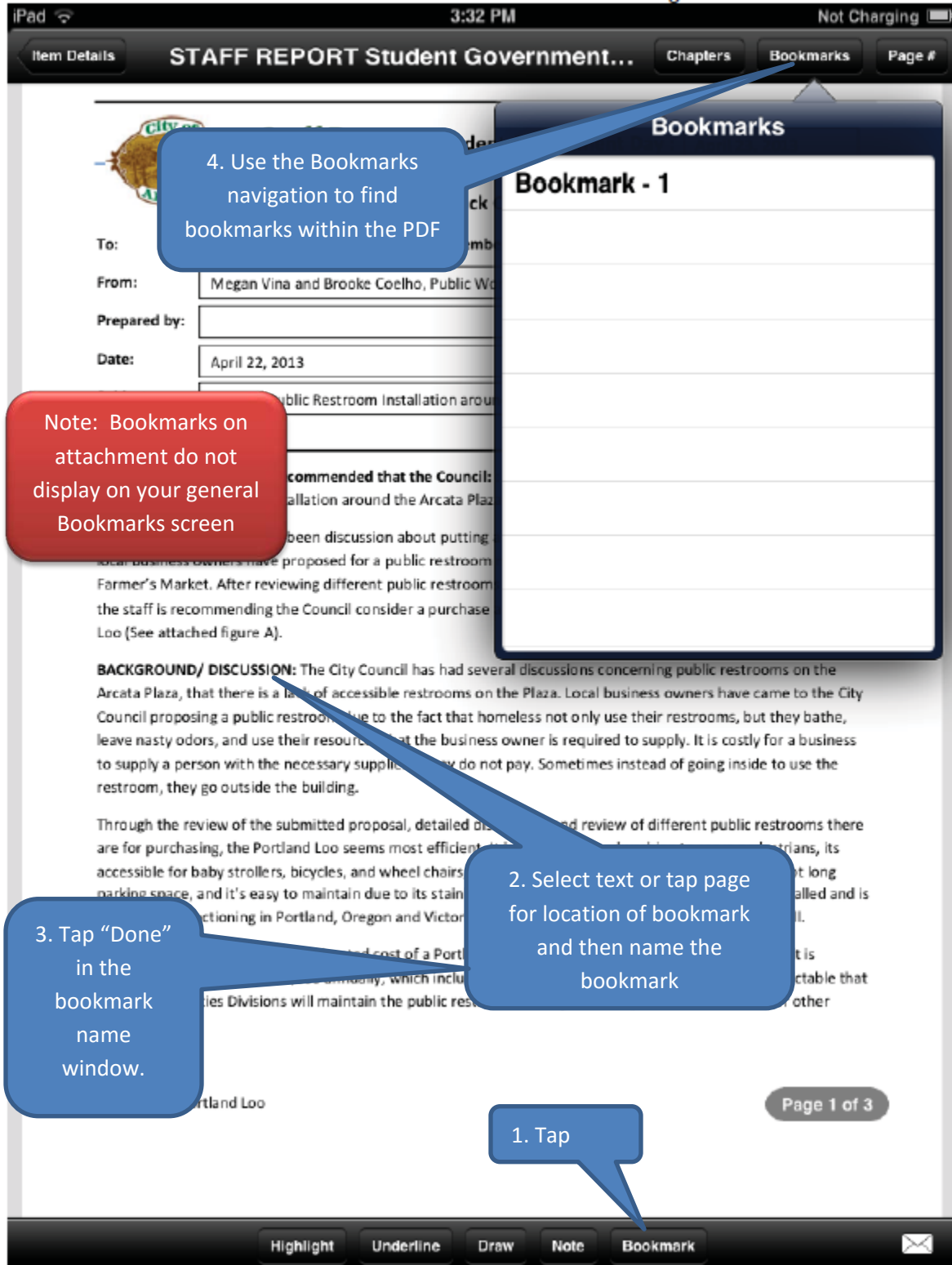
Freeform Drawing or Writing on an Attachment



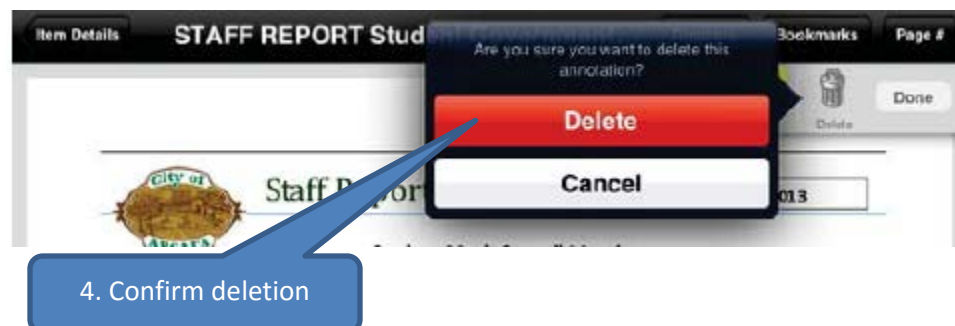
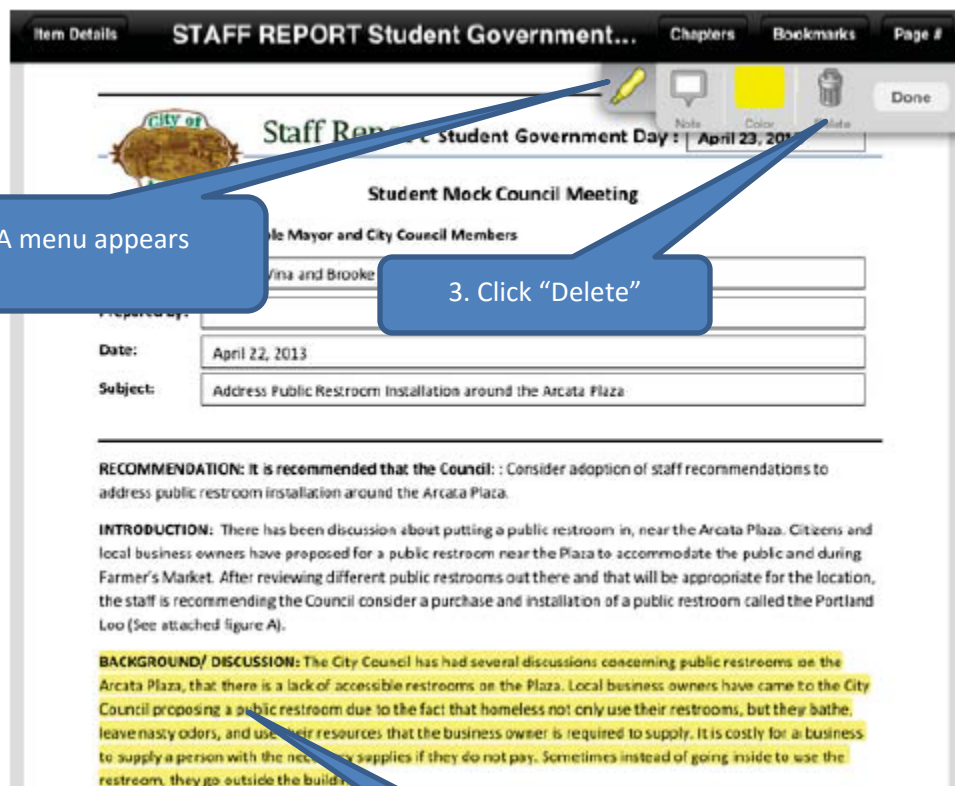
Adding a Stick Note to an Attachment



Adding a Bookmark to an Attachment



Removing Highlights, Underlines, Drawings, Notes, or Bookmarks

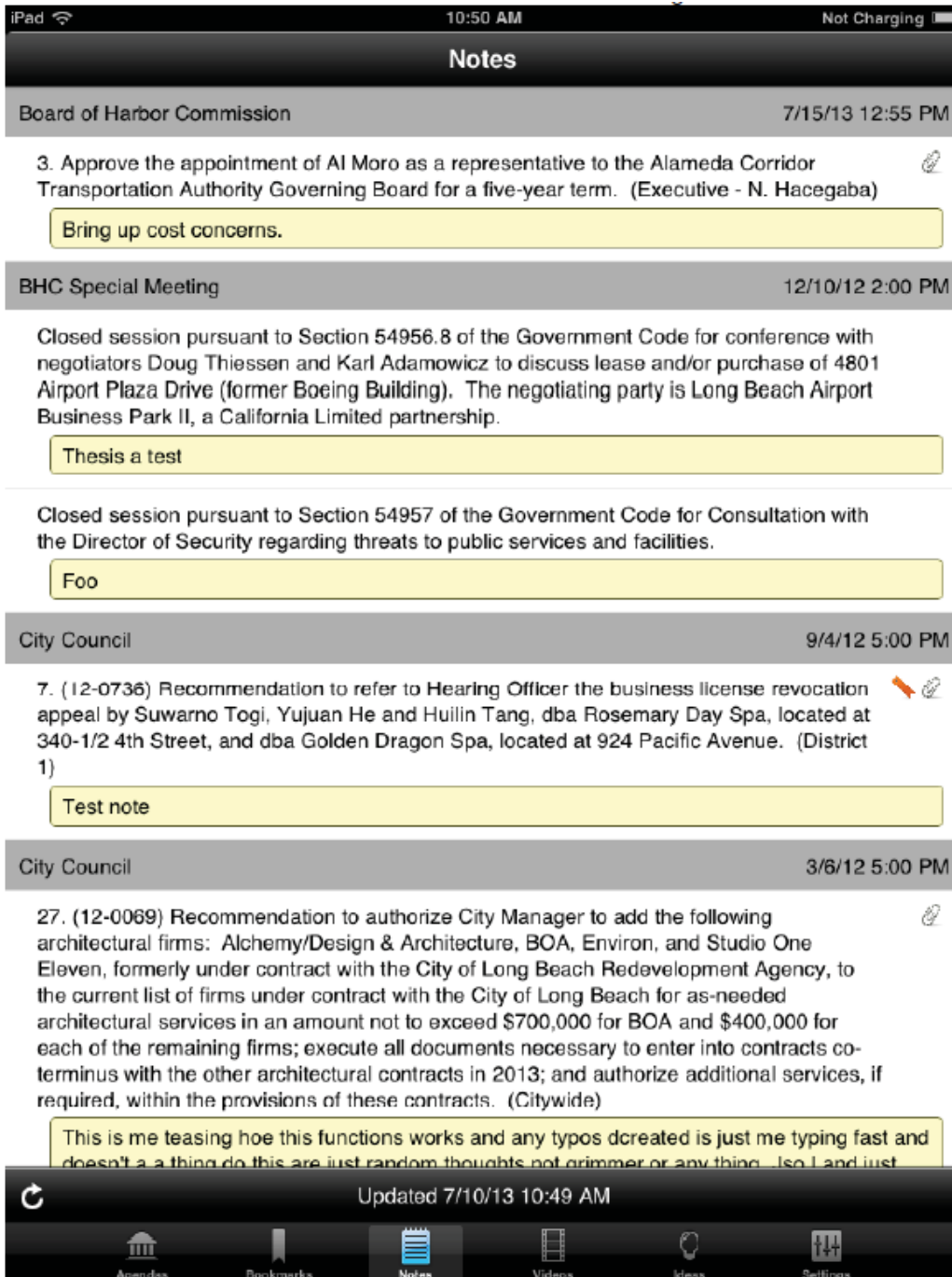


Reviewing Your Notes

1. Tap "Notes" on the menu.



2. All notes appear in yellow below the related agenda item.

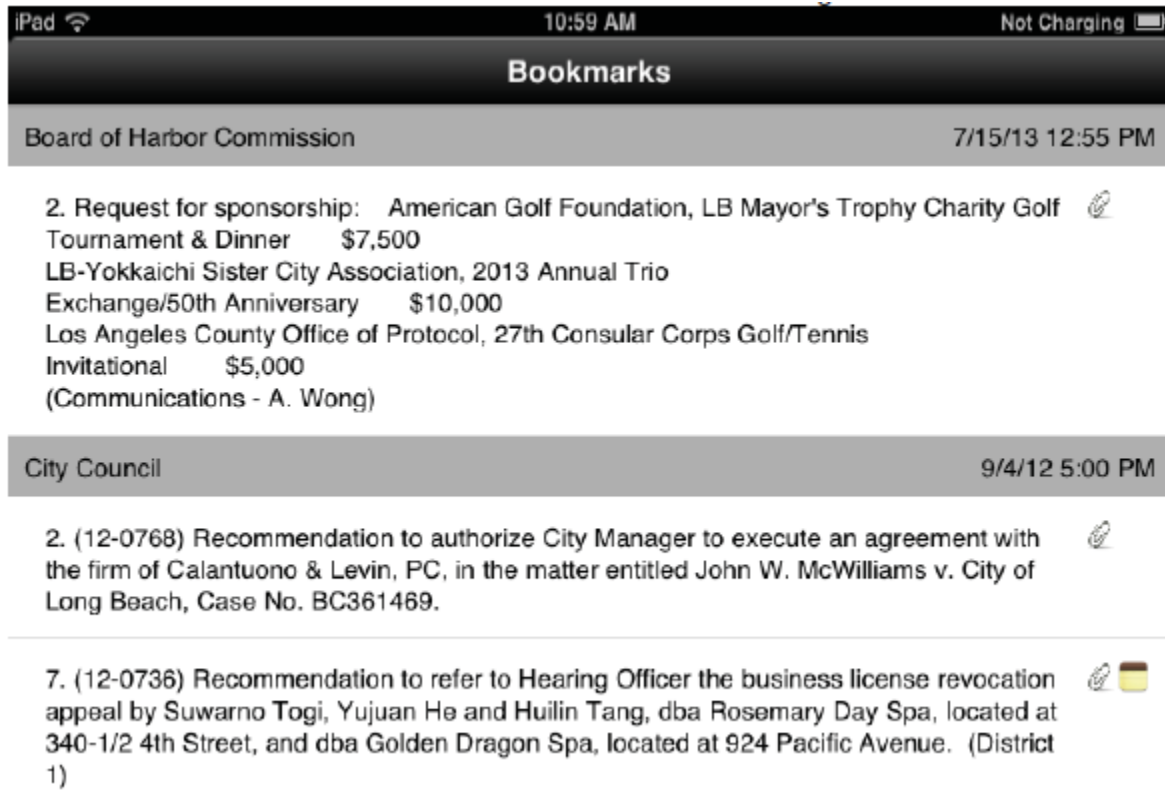


Reviewing Your Bookmarks

1. Tap "Bookmarks" on the menu.



2. A list of your bookmarks appears. Scroll up or down and tap to select.



Accessing Video Recordings

1. Tap “Videos” on the menu for access to any recorded video.



2. A video log appears. Tap a video to review.

