

**SANTA CLARA CITY COUNCIL MEETING
WEDNESDAY, AUGUST 12, 2020
MINUTES**

THE CITY COUNCIL FOR THE CITY OF SANTA CLARA, WASHINGTON COUNTY, UTAH, met for a Regular Meeting on Wednesday, August 12, 2020 at 5:00 p.m. in the City Council Chambers of the Town Hall at 2603 Santa Clara Drive, Santa Clara, Utah. Notice of the time, place and agenda of the meeting was provided to the Spectrum and to each member of the governing body by emailing a copy of the Notice and Agenda to the Spectrum and also, along with any packet information, to the mayor and each council member, at least two days before the meeting. **The meeting will be available to view live on the YouTube link: <https://www.youtube.com/channel/UCxLLBLm30-XLqM1AEmhpcMA>**

Present: Mayor Rick Rosenberg
Council Members: Jarett Waite, Ben Shakespeare, Wendell Gubler, Leina Mathis and Denny Drake
City Manager: Brock Jacobsen

Others Present: Jack Taylor, Public Works Director; Corey Bundy, Building Official; Randy Hancey, Fire Chief; Bob Flowers, Police Chief; Selena Nez; Kristelle Hill; Christopher Clifford; Con Fulde; Jessica Harward; Braden Rademacher; Travis Marx; Joseph Holmes; Mark Youngberg; Hollie Reina; Brooke Ence; Laine Frei

1. **Call to Order:** Mayor Rosenberg called the meeting to order at 5:00 p.m.

2. **Opening Ceremony:**

- Pledge of Allegiance: Leina Mathis
- Opening Comments: Leina Mathis

3. **Communications and Appearances: None.**

4. **Conflicts and Disclosures: None.**

5. **Working Agenda:**

A. **Public Hearing(s):** None.

B. **Consent Agenda:**

1. Approval of Claims and Minutes:

- July 22, 2020 Regular City Council Meeting Minutes
- July 22, 2020 Executive Session Minutes
- August 5, 2020 City Council Work Meeting Minutes
- Claims through August 12, 2020

2. Calendar of Events

- August 16-19, 2020 UAMPS Virtual Conference
- August 26, 2020 Regular City Council Meeting
- September 2, 2020 City Council Work Meeting
- September 7, 2020 Labor Day (Offices Closed)
- September 9, 2020 Regular City Council Meeting
- September 23, 2020 Regular City Council Meeting

Motion to Approve the Consent Agenda.

Motion by Denny Drake, seconded by Leina Mathis.

Voting Aye: Leina Mathis, Jarett Waite, Denny Drake, Wendell Gubler and Ben Shakespeare.

Voting Nay: None.

Motion Carried.

C. General Business:

1. Introduction of new firefighter recruits. Presented by Randy Hancey, Fire Chief.

- Chief Hancey introduced the firefighter recruits and the instructors. The instructors are Captain Fulde (one of the full-time firefighter captains) and Lieutenant Youngberg (who has been with the department for 15 plus years and is also one of our EMT's). He said these two have put in many hours behind the scenes to train this class. The class started in January with Wild Land Firefighter training. That was about 40 plus hours. Then they started the Fire 1 Academy. They just recently completed the Fire 2 training. That equals 120 plus hours of training that they have put in. These are all volunteer hours. They will be doing the State written and practical testing this Saturday. After that they will move on to HAZMAT training. They have at least 40 hours of HAZMAT training. It takes about a year of training to become fully certified. The recruits will have put in over 200 hours of training to get this certification. He said he wanted to commend them and recognize them for their service to the City. He said that the recruits are, Christopher Clifford, Travis Marx, Braden Rademacher, Jessica Harward and Joe Holmes. Jessica and Joe are advanced EMT's and are on shift right now. Jessica has been with us about 13 years as an advanced EMT. Joe was hired recently as an advanced EMT. He congratulated the recruits for getting this far. They still have some work ahead of them.
- Mayor Rosenberg asked if they have been on any of the fires this year.
- Chief Hancey said that some of them have. They have been on structure fires and on the wild land crew.
- Mayor Rosenberg said the City is happy to have these recruits. He appreciates the service they are giving and taking the time to get their training.

2. Consider approval of Bid for new Council computers. Presented by Brock Jacobsen, City Manager.

- Brock Jacobsen said he brought this to Council's attention a little while ago. He said initially they were going to do computers and monitors but with our change out of all of our current computers to laptops to help facilitate with work from home in case we have

any positive cases of COVID-19 we will use those current towers/computers and will bring them in to the Council Chambers, but we will get new monitors. The bid came from Computech who is our IT company. The bid for \$2,747.32. That will include a new monitor for every station in the Council Room plus one for the podium. We are going to install a computer and monitor at the podium for people who come and do presentations so they will be able to control their presentation from there. These are 24" touchscreen and will be able to split so there can be two different things going. We will be able to move our meetings to better, more electronic meetings.

- Jarett Waite asked if there will be cameras on the monitors that will show the Council members.

- Brock Jacobsen said no there won't be. He said we are moving to where there will be just one camera in the Council Chambers that will be in the back of the room.

Motion to Approve the Bid to Computech for \$2,747.32 for new Council Chamber monitors.

Motion by Ben Shakespeare, seconded by Jarett Waite.

Voting Aye: Jarett Waite, Leina Mathis, Ben Shakespeare, Wendell Gubler and Denny Drake.

Voting Nay: None.

Motion Carried.

6. Reports:

A. Mayor / Council Reports

Jarett Waite:

- Asked for information on the UAMPS Conference.

- Jack Taylor, Public Works Director, told Council that he will send them a link so they can get registered. The Conference will run on Monday and Tuesday. Wednesday will be the project meetings. He asked Council to specifically chime in on the carbon-free project. That would be the best meeting they could listen to.

- Jarett Waite complimented Jack Taylor's crew on the crosswalk paint. It looks amazing.

- The BMX Track Grand Opening is next Friday, August 21. Jarett Waite invited the Council to come. He said the Chamber will be there to have a ribbon cutting at 6:45 p.m.

- Brock Jacobsen said they recently had an event at the track, and it was very well attended.

- Jarett Waite said he and Leina Mathis were there. He told Council that Conner Fields, the Olympic Gold Medalist will be at the Grand Opening. Everyone is very, very grateful for all the help that the City has provided for this track. He invited Jack Taylor's crew specifically.

Ben Shakespeare:

- The Flood Control Authority had a meeting. There were some small projects that were approved.

- He asked Jack Taylor about the crosswalks at Lava Falls and Sandpoint.

- Jack Taylor said that Captain Rodgers got the box up there. He said he was afraid that with a crosswalk people will think they can just cross there and with that corner the drivers won't see people on the crosswalk. He said he wouldn't put a crosswalk there.

- Ben Shakespeare said he agrees. It is a blind crossing. Eventually there will be

development to the west where it is a little more straight of way.

- Jack Taylor said he would like direction from Council. Would they like an engineer to investigate it, he feels it would be risky to put a crosswalk there?
- Mayor Rosenberg said that if there are recommendations from Jack Taylor and from Bob Nicholson that this is not the right place for a crosswalk, and the City will respond with that. We'd have to calm the road like we did on Rachel with the safety zone in the middle and the pop outs on the sides and slow the traffic down and provide the pedestrian safety zones. That is quite a bit of work and quite a bit of disturbance to the speed on Pioneer. That would cause more traffic in the Valley. He asked Jack Taylor to send an email reply.

Leina Mathis:

- Heritage Commission has not met.
- The Washington County Fair is over, and our booth has been taken down. Kristelle posted pictures on the City Website. She had some good response from it.

Denny Drake:

- Had a meeting with the Swiss Days Committee. They reviewed some of the issues as far as the Fun Run and breakfast. None of those fit the criteria that we have been given. The only two that possibly could fit the criteria is the fireworks and possibly the parade. The committee has had conversations with people that stated they wouldn't attend a parade. He said the feelings that came out of that meeting is to have a great firework show and dedicate it to the City of Santa Clara and announce that we have postponed Swiss Days for a year due to COVID.
- Mayor Rosenberg asked if the cows and banners were still going to be displayed.
- Brooke Ence & Laine Frei said they talked about putting a banner up that gave some information so that when the business banners are up people know that it's not Swiss Days and that Swiss Days has been postponed. They want to call the fireworks show the Santa Clara fireworks so that people aren't confused.
- Mayor Rosenberg said he is okay with that.
- Denny Drake said there are a couple of private events such as the Car Show going on that can continue if they follow the guidelines and it's not considered Swiss Days.
- Brock Jacobsen said he will be having a discussion with the people over the Car Show tomorrow about his car show and the fireworks. He is the person that will be doing the fireworks.
- Brooke Ence & Laine Frei said they will be having a discussion with the Historical Society to see if they want to have the museum open or have a silent auction. If they follow the guidelines and submitted the plan and form. There is parking and they won't need the shuttle.
- Mayor Rosenberg said the museum hasn't been opened yet but they might open for this. The committee needs to talk to them.
- Brock Jacobsen said this would be their event so they would have to fill out the paperwork with the State guidelines and have it on hand for the City.
- Brooke Ence & Laine Frei said that Canyon Media stated that they would still do some radio ads to announce the fireworks and tell about the other private events.
- Mayor Rosenberg said we just need to let people know that we are not having Swiss Days.
- Brock Jacobsen said we will get with Kristelle and get information put out on our social

media about Swiss Days and that the traditional Swiss Days has been cancelled but we will be doing the fireworks show. We can send this out in the mailing with the utility bills as well.

- Leina Mathis suggested encouraging people to come buy a cow and put it up in their neighborhoods to show their City spirit.
- Brooke Ence said we ordered some cows, but we may need to order more cows.
- Jarett Waite asked about the reverse parade.
- Brooke Ence & Laine Frei said that they didn't get a lot of interest in it when they asked around. They didn't get a lot of great feedback on that.
- Mayor Rosenberg said we are better off to cancel everything so that it is not confusing. It needs to be clear what we are doing. There won't be any events held at Town Hall unless the Historical Society wants to do something. It would be up to them to advertise if they do.
- Denny Drake commended Brooke and Laine. They have worried about this and fussed over it.

Wendell Gubler:

- Washington County Solid Waste had a meeting on Monday. They are in the process of changing their Director. They have 70 applicants. They will go down to 15 and then to 5 and then do interviews. They are hoping to have this done by the middle of September. Ruth is running the place right now. She has been behind the scenes running things anyway and doing a good job. They are going to be contacting the cities about the opt-out period for the Blu cans. A company called Ruckus is going to be taking the lead on this. They will contact each of the cities and give out information on what to do. He gave Brock Jacobsen a hard copy of the plan. They will be contacting him.
- Brock Jacobsen said he has been in contact with Faye Reber about the City's policy on Blu can and the policy regarding the opt-out. The residents will have 90 days to opt-out and those who already opted out will be grandfathered in of the opt-out. Part of the policy we had is if a resident moved in, they were automatically opted in. He said St. George had a policy that if a resident opted out in St. George and moved within the city limits, they still could remain opted out. That is a policy we discussed as Staff is making that policy change as well. He said that Faye gave them some scenarios to think about. He told Brock that the policy needed to be an ordinance, so it needs to be brought back to Council.
- Wendell Gubler said the opt-out period is September 1 through November 30. He said that if someone moved to Santa Clara after that time, they are automatically opted in. He said the District hired the County HR Director to help with the hiring process for the Director.

Mayor Rosenberg:

- The MPO and the COG are meeting next week. He said he will be gone so Brock and Jack are going to cover that meeting for the Mayor. That meeting is next Wednesday at noon. He will forward the agenda to Brock and Jack.
- He gave a report on the call with the Mayors concerning COVID. Our number of cases in Southern Utah are well below the State average statistically. School is opening tomorrow as planned. The ICU is busy, but it is basically non-COVID related. There are 13 total people with COVID at the hospital and 3 of those are in the ICU. He said the Superintendent Bergeson is confident in the school openings. They are working closely

with the Health Department as well as community leadership. He stated that 85% of the parents support going back to school. The district has 4,000 employees and only 50 of them have requested some type of support regarding their susceptibility so they will be doing online education or other types of activities, but a large percentage of the employees are okay with going back to school as well. They are taking precautions. The next couple of weeks will be a critical period as far as testing to see if something happens. Students must be symptom free for 24 hours to stay in class. If there are 3 or more confirmed cases within a class, the whole class goes to a virtual format. If there are 15 or more confirmed cases the school goes to a virtual format under a quarantine until they bring the numbers down. They are monitoring the mental health. They are really concerned about abuse and mental health with the kids not being in school and with parents as well. They are really monitoring that. Dixie State University is starting as well. They are expecting students to start arriving now. They have all the protocols in place, and they are requiring masks. They don't anticipate any Fall athletics. He said that the St. George Marathon and Iron Man have been cancelled. The County is working with the Park Service to get Kolob Fingers open to try and relieve some of the pressure on the Parks. The numbers are improving, and the Fall reservations look good. It is kind of a tentative time right now. It could all get shut down quickly if we see it spread through the schools.

- Wendell Gubler said his daughter is a teacher and she said that several people have moved here from Nevada and are staying in our vacation rentals and having that address as their address for school so their kids can go to school here.

- Brock Jacobsen said he has heard this from across the County. Some parents aren't even here. They are just renting apartments and putting several kids in the apartments to allow them to play Fall sports.

- Chief Bob Flowers said he got a request to fill out a report on our Police Department. They are doing a report Nationally. We have two officers with master's Degrees, five with Bachelor's Degrees, two with Associates Degrees, two that are going to school right now, three with military experience, one in the active reserve, three that speak foreign languages, three with advanced management course degree. He said the gender makeup is fabulous and way above the National average. They average between 80 to 100 hours of training a year, which is way above the State average and triple then what is required Nationally. He wants the Council to be impressed and realize that they are more than just people in a car. Last night they trained until 1 a.m. He said the challenge as a department is to create opportunities for officers to go to school and trainings. He said none of the officers are looking to go anywhere else. He said that half the department has degrees, that is outstanding. He also talked about the gorge shutting down and how they were caught off guard when that happened. He said they need to figure something out about the fruit stand market. People can't cross right there. It is unsafe. We need to figure out a way to have the parking be better right there.

- Brock Jacobsen asked if it was possible to have an officer up on Pioneer Parkway on busy weekends to divert traffic.

- Chief Flowers said that if we know that it is happening that would be good to do. He said they can use the speed trailers for that. Officers can be put out there if we need to do that.

- Brock Jacobsen said that last week when the gorge was shut down all the traffic travelled from Sunset Rd. to Bluff Street.

- Chief Flowers said they weren't notified that the freeway was closed. That has been fixed. He said that on Sunday afternoons it is crazy. We need to figure out how to change people from backing out there at the fruit stand.
 - Jack Taylor said that one problem with putting the traffic on Pioneer Parkway is that the asphalt is not thick enough to really handle the heavy loads. It is only 3" where Santa Clara Drive is 6".
 - Chief Flowers said that he has a meeting with the Highway Patrol. We will get the Highway Patrol out there on those days when the gorge is shut down.
 - Jack Taylor said this would just tear our road up.
 - Mayor Rosenberg said that at one time we had a Federal Aid project to redo Pioneer Parkway because of the flood when Santa Clara Drive was closed in 2005. He asked Jack Taylor if he has gone to the MPO to let them know we need more asphalt if we are going to be the detour for I15 when it closes to see if there are any Federal funds we can go after.
 - Jack Taylor said he could ask them the next meeting.
 - Mayor Rosenberg told Jack to do that. He thanked Chief Flowers.
- Fire Chief Hancey gave the Council an update on the Wild Land crew. A couple of crewmembers have been exposed to COVID. They are waiting for their test results. That took two crewmembers out of commission for this week. Another crewmember is active military status, so he is doing some military work, so they are down to one seasonal, who is Marshall Riley, and they have Chief Hansen. They will be going out with our water tender tomorrow on a deployment to the Richfield area. They could be gone up to 14 days. As soon as the two crewmembers get their test results they can go back into service. He said they are kind of shorthanded, but we do have enough to send out.
- Mayor Rosenberg asked if the crewmembers got exposed locally.
 - Chief Hancey said yes that there is three that live together and one of the roommates received a positive test so the other two, which are our seasonal guys are waiting their test results. They have been tested and are waiting to find out before they can come back to work.
- Jack Taylor said that we hit a new peak this year. We hit 17.3 megawatts, which is a record for us. We are growing and we've got a lot of development that is coming so that is going to continue to increase. He said they got looking at how much solar we have in Santa Clara City. Kristelle had to put this on the National report that we must turn in every year, and we have just over 1 megawatt of solar. 700 of it is on Harmon's but the rest of it is City residents that have installed it on their homes. That is picking up some of the load there. He also said that a solar project is coming available for UAMPS members. They didn't have quite enough members that prescribed to the project, so they sent out another form asking if there was anyone else who wanted to get in on that. He said we probably ought to see if we can get some of that. He looked at the City's resources and he thinks we can handle up to a megawatt of solar. It is at a really good price. Right now, it is priced at \$35 a megawatt hour, which is \$0.035 a kilowatt-hour. He said he put Santa Clara City for a megawatt and that will be coming forward to see if Council is comfortable with that. He will get Council more information on that. With the load growth and what we have going on and with the carbon free project, its kind of keeps pushing out further and further, we need something to help cover those loads in the future. He thinks it will fit the City's portfolio pretty good because we can still ramp up

our generators up and down to help cover when the solar goes on and off. He thinks it is a good project for us to be in to at that price. He said it is amazing how cheap solar has become. It keeps going down in price.

He talked about the carbon free project. It is getting down to the serious point. They have approved it to take it to financing and now they want to know who is in and who is not. They have put the numbers out there on what it is going to cost each individual city to be in or get out. Our cost to go to the next phase is about \$392,598 to carry it to the next phase. He said the thing that makes people the most nervous is making sure the project has full prescription. Right now, with the members that there are we will all need about 150 megawatts. There are other people that are interested in the northern part of the country that are really looking at the project seriously. We need to get it to just over 700 megawatts to get it to be at full prescription and make the cost at \$55 per megawatt hour. He suggests moving forward on the project. He said they meet every month with the PMC and if we see that we are not getting the people to join in then the PMC will just back out of it, and we will stop it. If we don't have the other people in our costs will skyrocket. If other people come in that will lower our costs. This is risky and it is a first of a kind project, but he doesn't know what else there is out there. We can do more solar and more natural gas, but we already have 4 megawatts down at the yard and we've got 2 ½ megawatts up in Payson and if the gas market goes crazy and we get more gas turbines he said that would make him nervous. He thinks that this is a good 24-hour product and it's a project that we will have for 40 years and possibly be relicensed to 80 years. What a nice project to have for the residents of this City to carry that forward at a decent cost. He said even if it went up to \$65 at today's cost it would be reasonable to do it. He said the speakers will be talking about this at the UAMPS Conference on Monday and Tuesday. We will maybe know more then, about who is in and who is not. Our prescription was 3 megawatts and with the jump that took it up to 4 megawatts. They are asking members if they want to stay where they are at or reduce that number and he thinks the City is going to need it.

- Mayor Rosenberg asked if Jack got the notice from the Taxpayers Association.

- Jack Taylor said that he did. He has information on that if Council wants him to forward it to them, he can do that.

- Leina Mathis asked if it was realistic to get to 700 if they are only at 105.

- Jack Taylor said that is why we had to make it an official project and commit to move forward so we would know what the costs were and see if we could get other participants to join. If we can't, we will have to drop out. He said a lot of people from the Northwest are interested in the project. He said they want to get it engineered down to a phase 1, so we know where those costs are really going to be before we jump in. Our cost right now would be \$392,598 but without the DOE money our cost would be \$2,559,000. The government is subsidizing this project to help it. They want it to work. Another risk is if the DOE with the politics and changing people, would they still fund this project. They must keep approving. So far both sides, Democrat or Republican, are supportive of this project. He said the Storm Water audit just happened. It was a 3-day process. He said within 90 days we will get our final to see if we have any issues. We were a little short on some training. On our detention basins we didn't have documentation on when we have gone up and made sure that they were clean. It was done we just didn't have documentation. We only have 10 and some of those are private. He thinks we went through the audit really well. He said that Corey and Fred have been certified and they were really impressed that our building inspectors are out there inspecting homes every

day and are certified and doing a lot of inspections. If the sites aren't cleaned up, they can't get their inspections.

He said they will be bringing the new LID to the next Council Meeting for approval. They had a meeting yesterday in Ivins with all the coalition. They talked about if they are going to fund that. We need to think about if we are going to charge a fee. Is the storm water fee that we are already collecting enough? He would hope on the developments when they come in, we would have one big retention basin and have the City take them over and we would maintain them.

- Mayor Rosenberg said that we would charge a fee. Whatever that additional cost is we would add it in the storm water fee. That is the only way we are going to keep that retention.

- Jack Taylor said that once are bonds are paid off on the storm water things that we put in then we could lower it or leave it the same. The residents have to inspect it every year and we have to inspect it every five years and have the documentation. This is for every city in the State of Utah. He said that someone comes in with a preliminary plat one of the first thing the developers need to do is get right on the LID and get the geotechnical report before they even start to plan their lots so the engineers know what they're going to do before they start putting homes on it.

- Mayor Rosenberg said the Storm Water Ordinance is coming back for revisions at the same time as the LID items.

- Jack Taylor said our MS 4 permit is going to be coming right after that. We have to redo that and send that back into the State. We already have a permit we just have to update it and send it to the State and have Council approve it. He said they have advertised the lineman job and they are not getting a lot of applicants, but they have four that they are going to interview next week. He also talked about that from hours 15-22 we are about 10 megawatts short of resource and we are buying that off the market. That is a lot. The good thing is there is so much solar out there from California. They flooded the market and there is so much resource sitting there, they can't hardly give it away.

- Corey Bundy said we had a request from Clayton Leavitt today and he wants to extend Caymas Lane and put in a flag lot. The City owns a parcel of property down there. He showed the area on the map. It was supposed to be a roadway at one time. It is not on the Road Master Plan. Caymas Lane is scheduled to go straight down all the way to the river on the Master Plan. He said he is requesting that we survey it and maybe ask the property owners if they want to abandon it to them so that we don't have the liability of trees that are there and the property that we are not going to use that we have to maintain.

- Mayor Rosenberg asked about the narrow strip of land that is just north of the subdivision. That is a piece that the City owns as well.

- Jack Taylor said they suggested seeing each property owner and asking to just split it.

- Brock Jacobsen said there is a number of them that run down behind, and we want to clean it up, that property that we are not going to use.

- Mayor Rosenberg said the property owners would have to pay for the survey and the abandonment.

- Denny Drake said the adjacent property owners would get the choice before anyone else.

- Jack Taylor said the Lopez's are going to build on that lot behind Chad. At the bottom of their lot they have a storm drain catch basin and if we break that up it needs to fall more on Clayton's property where it hits that ditch. He doesn't want to take those trees

out and keep that ditch there. Then we can require him to keep that clean.

- Mayor Rosenberg asked how big his new lot is.

- Jack Taylor said its ½ acre each. It will be over an acre combined. He will have to do a LID.

- Corey Bundy said this property is only two lots deep. It was subdivided. It is not very deep.

- Jack Taylor said that if the Lopez's take a piece of that they will have to pay for improvements down the rest of the way. If they don't want it is the Council okay if Clayton Leavitt takes it all?

- Denny Drake said he doesn't want to see a problem created by giving ground behind someone's property to someone else. It needs to be run by the property owners and giving them first chance.

- Brock Jacobsen said that we spoke with Lance Rigby today who is a representative for the Lopez family, and he is going to discuss it with them, and we spoke with Clayton as well. If both of them want it, we can split it and they each can take a half. If the Lopez's did not want it, we could offer it all to Clayton if he wanted it.

- Ben Shakespeare said it should be done via a letter so there is documentation.

- Denny Drake said he thinks we need to have our attorney draw up a document.

- Mayor Rosenberg talked about all the homes that front the rim are being surveyed. We are putting the pegs in and then we will see what the impacts are. He has asked for the pegs to be photographed so we can see how much we are talking about and then bring it back to Council. They are staking the whole property line so we can post a "No Trespassing" sign. He would like to zone all that City property as Open Space so there is no land use entitlement.

- Brock Jacobsen said they are working on the Steed property acquisition and we are working on an application for people who want to go through an application they will have to submit and bring it back to Council for approval. It would put more work and the burden on the applicant. There would be a filing fee associated with it. They would have to get the documentation. He said they are also going to bring back to Council for what we want to do for the electronic meetings. We met with Pole Sound today and they are working on some final things and will bring back a number. He also talked about the City Recorder, Chris Shelley. Her brother, Mark Walters passed away last night. She won't be with us for a little bit.

7. **Executive Session: None.**

8. **Adjournment:**

Motion to adjourn by Jarett Waite.

Seconded by Wendell Gubler with all members present voting aye.

Meeting Adjourned at 6:21 p.m.

Chris Shelley – City Recorder

Date Approved: _____