

EXECUTIVE SESSION – June 13, 2017

On a motion duly made by Councilmember D. F. Munson and seconded by Councilmember E. Keller, the Mayor and City Council unanimously agreed by voice vote of all members present to meet in closed session to consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State, #4, (Section 3-305(b)), on Tuesday, June 13, 2017 at 3:32 p.m. in the Council Chamber, 2nd floor, City Hall, Hagerstown, Maryland. Councilmember L. C. Metzner was not present.

The following people were in attendance: Mayor R. E. Bruchey, II, Councilmember P. D. Corderman, Councilmember E. Keller, Councilmember D. F. Munson, City Administrator Valerie Means, Michelle Hepburn, Director of Finance, Kathleen Maher, Director of Planning and Code Administration, Jill Frick, Director of Department of Community and Economic Development, Paul Frey, Chamber of Commerce CEO/President, and D. K. Spickler, City Clerk.

The meeting was held to discuss a business proposal. No formal action was taken at the meeting. On a motion duly made, seconded, and passed, the Executive Session was adjourned at 3:45 p.m.

WORK SESSION – June 13, 2017

Mayor R. E. Bruchey, II called this Work Session and Executive Session of the Mayor and City Council to order at 4:00 p.m., Tuesday, June 13, 2017, in the Council Chamber at City Hall. Present with the Mayor were Councilmembers K. B. Aleshire, P. D. Corderman, E. Keller, and D. F. Munson, City Administrator Valerie Means, City Attorney Jennifer Keefer, and City Clerk D. K. Spickler. Councilmember L. C. Metzner was not present.

Proclamation: Flag Day Recognition – June 14, 2017

Mayor Bruchey read a proclamation naming June 14, 2017 as Flag Day in Hagerstown, Maryland. Gavin Wrightson, Dillon Johnson, and Levi Hoover, members of Boy Scout Troop 2 provided an honor guard for the reading of the proclamation. Leader Tom Hoover was also in attendance.

Preliminary Agenda Review

Consent Agenda

A. Finance:

1. Auditing Services – S B & Company, LLC (Hunt Valley, MD) \$ 39,000.00

- B. Information Technology and Support Services:
 - 1. SAVIN Multifunctional-Copier Lease Renewal – Word Processing Services (Hagerstown, MD) \$ 294,600.00

- C. Parks and Engineering:
 - 1. Guardrail Repair and Installation – L. S. Lee, Inc. (York, PA) \$ 43,370.00

- D. Police Department:
 - 1. Uniform Items – Northeastern Uniform and Equipment (Pittsburgh, PA) \$ 31,514.81
 - 2. Robert W. Johnson Center – After School Program 2016-17 - \$ 17,940.00
 - 3. Justice Administration Grant Reimbursement to Washington County – \$ 12,167.00

- E. Utilities:
 - 1. Water: Meters – L/B Water Service, Inc. (Chambersburg, PA) \$ 81,970.00
 - 2. Water: Goulds Pump Bowl – Geiger Pump and Equipment (Baltimore, MD) \$ 16,970.00
 - 3. Water: Change Order to Edgemont Reservoir Engineering Contract – Potomac Appropriations Evaluation/Permit – Hazen and Sawyer (Baltimore, MD) \$ 88,898.00
 - 4. Wastewater: Atlas Copco Maintenance Agreement (South Carolina) \$ 118,639.00

There were no questions about items on the consent agenda.

Mayor Bruchey inquired if the contractor for the Tree Trimming (All Reliable Services, Inc. from St. Augustine, Florida) has a local presence. The contractor has employees in this area.

This completed the Preliminary Agenda review. There were no additional comments or questions regarding the items on the Preliminary Agenda. All items are scheduled for approval on June 20, 2017.

Hager 5, LLC – Proposed Development Plan for 43/53 West Washington Street

Jonathan Kerns, Community Development Manager, and Greg Snook, John Barr, and Paul Crampton, Hager 5, LLC, were present to discuss the development plan for 43-53 West Washington Street.

In November, 2016, the Mayor and City Council approved a resolution authorizing the sale of City-owned property located at 43-53 West Washington Street. The Contract of sale was contingent upon the buyer, Hager 5, LLC, submitting a final development plan to be approved by the Mayor and City Council. As required per the contract document,

Hager 5, LLC submitted a final Development Plan to City staff prior to the April 30, 2017 deadline.

The Hager 5, LLC Developed Plan was reviewed and approved by the cross-department Staff Review Committee led by the Department of Community and Economic Development. Based upon the staff review, it is clear the concepts shown in the Development Plan for 43-53 West Washington Street depict a major redevelopment project with numerous aspects that will positively impact Downtown Hagerstown. In collaboration with the Urban Improvement Project, the proposed plans for 43-53 West Washington Street provide an opportunity to expand USMH student housing, attract more businesses and increase foot traffic in the Downtown. The proposed renovations of the existing four-story building and proposed new construction of a commercial three-story building would significantly enhance the property's assessed value while complementing existing amenities such as USMH, University Plaza, and the Cultural Trail.

Highlights of the Development Plan proposed by Hager 5, LLC include:

1. Projected private investment of approximately \$ 1.5 million to \$ 2 million.
2. 43-53 West Washington Street to be redeveloped in concert with the Urban Improvement Project (UIP).
3. Full demolition of the vacant three-story structure located at 43-47 West Washington Street.
4. New building construction to occur at 43-47 West Washington Street. Concept plan includes indoor pedestrian walkway connecting to rear plaza/cultural trail for pedestrian access to West Washington Street and University Plaza. New commercial spaces on the first floor will be included for retail occupancies adjacent to the indoor pedestrian walkway. Indoor walkway to likely include various types of art work and/or pictures illustrating history of the previous building. Upper floors to also include new commercial space available for lease.
5. Full rehabilitation of 51-53 West Washington Street upper floors (four-story structure currently occupied by the Potomac Bead Company). Proposed uses include commercial/business occupancy on the second floor and residential student apartments on the third and fourth floors all available for lease. Potomac Bead Company will remain in the first floor space with plans to expand operations within the building.

Hager 5, LLC continues to work with all parties involved in the UIP to finalize the project plans for 43-53 West Washington Street. The final plans for the UIP will ultimately impact the final plans for 43-53 West Washington Street and this work is ongoing. Although these plans are fluid, staff feel the concepts proposed by Hager 5, LLC align with the City's original vision for the property when it was acquired for the purpose of resale in order to stimulate private sector development. Hager 5, LLC plans to complete more detailed architectural and construction documents after settlement.

Staff recommend approval of the Development Plan to keep settlement on schedule for July of 2017 and demolition/reconstruction work on schedule for 2018-2019. The City has grant funding (Community Legacy Funding) that is set to begin at any time.

Mr. Snook stated Hager 5, LLC is working with the County and the State for more detailed designs and cost estimates for the plaza to the rear of the District Court building. The front of the building will be brick. The back of the building is planned to be glass and metal. Mr. Kerns pointed out these designs are subject to change, based on Maryland Historical Trust and other agency reviews.

Mr. Snook stated the building at 43 West Washington will be demolished and there will be a 10 foot right-of-way that will be used as a walkway. They had planned to put doors on the walkway entrances, but are aware this doesn't match some of the Councilmember's thoughts. They would not be comfortable leaving the doors open 24/7.

Mayor Bruchey stated in 2012 the idea was to have an open walkway from the back of Potomac Street to Washington Street. He would like to return to the original concept and find a way to off-set the loss of revenue from the proposed tenants. Mr. Snook asked for copies of the renderings from that time to see if some of the thoughts can be incorporated. The planned use is to help recoup some of their expenses. Hager 5, LLC wants to help the City with their efforts to revitalize downtown. Some of this space may be used for staging during the UIP process.

Councilmember Aleshire wants the walkway to be a path from the cultural trail to Washington Street. He also would like to have some sort of note at the building that the walkway is the path to the cultural trail. It doesn't need to be an open air type of walkway.

Mr. Kerns stated the original intent when the building was purchased will require MHT review. The City will have to amend the project through Housing and Urban Development.

Councilmember Keller agreed that the walkway should be an inviting path to Washington Street.

Councilmember Munson thanked the members of Hager 5, LLC for their interest in Hagerstown and especially downtown.

Mr. Snook stated the partners have discussed the size of the walkway and anticipates it will be no wider than University Plaza. They are always willing to discuss the project with the Mayor and City Council.

Action Report: Update on Implementation of the Community's City Center Plan

Jill Frick, Director of Community and Economic Development, and Kathleen Maher, Director of Planning and Code Administration, provided an update of the progress of implementing the Community's City Center Plan. This Action Report is the 2017 Half Year Report.

Two major partnership efforts support multiple catalyst projects:

1. 1 Gigabit Downtown – The City and Antietam Cable are working in public-private partnership to create a 1 Gigabit Downtown which will support business retention, expansion and attraction. This initiative is supportive of several of the Catalyst Projects.
 - a. Main Street Hagerstown is working on the development of the branding and marketing of the “GigaHubCity” with a logo and website: www.gigahubcity.com.
 - b. Two downtown public “Gigabit Hotspots” are available at Jerry’s Sports Bar and 28 South Restaurant.
 - c. A committee of City and County staff are working on joint marketing efforts of the 1 Gigabit service tied to investment promotion.
 - d. 1 Gigabit Service is being offered by both Antietam Cable and New Frontier Solutions.

2. The Urban Improvement Project – The City is working in partnership with Washington County, the Board of Education/Barbara Ingram School for the Arts, the Maryland Theatre, the University System of Maryland at Hagerstown (USMH), other community partners and private developers on the \$ 30 - \$37 million Downtown Improvement Project. The project includes the expansion and renovation of the Maryland Theatre (\$11M), expansion of an educational complex to support Washington County Public Schools and USMH (\$14M for BISFA expansion, and an outdoor plaza and bridge connection \$3M). In December 2016, Maryland Governor Larry Hogan pledged \$7M towards this project over 5 years. This initiative is supportive of several of the Catalyst Projects.

Work has been progressing on most of the 8 catalyst projects identified in the Community's City Center Plan.

Action reports are distributed to businesses and community stakeholders through email and are also available on the City's website at www.HagerstownMD.org/CityCenterPlan.

1. Catalyst Project #1 - Class A Office Development on Central Parking Lot

The City and Bowman Development are in the exploratory phase on the Class A Office Building project.

2. Catalyst Project #2 - Maryland Theatre Expansion Project

The Theatre was awarded \$ 175,000 in State Bond Bill funding and it was matched with local Hotel Tax Funding in March 2017. The final phase of the rigging work will occur in August 2017. This funding will also fund rehabilitation needed on the backstage grid as well as a laundry room in the dressing rooms and transforming the old boiler room to a maintenance and storage area. The new fire alarm system was completed in January and training took place for all staff and volunteers.

The Theatre Board contracted with Grimm & Parker Architects to design the expansion project. Theatre officials expect design to be complete by the end of the summer. Initial estimates have come in at \$13 million (including \$ 1 million design, \$ 1 million FFE and construction contingency). Connectivity and shared space are being coordinated with the WCPS officials.

The Washington County Board of Commissioners and the Mayor and City Council of Hagerstown both approved providing \$500,000 by each entity towards the architectural services for the expansion of the theatre facility. \$ 5 million of the Governor's Allocation for the Urban Improvement Project has been earmarked by the County Commissioners for the Maryland Theatre expansion project. The Theatre has hired a fund-raising consultant to help them raise the private funding for the project. CCS Fundraising has been contracted for six months of fundraising services. The research and planning phase is 8 weeks long and underway.

3. Catalyst Project #3 – USMH Expansion Support

USMH is continuing work on development of three new programs: Hospitality Management, Nurse Practitioners, and Physicians' Assistant. The B.S. in Hospitality Management and Tourism through MES is scheduled to begin at USMH with the Fall 2017 semester. The former BB&T Building, 59 W. Washington Street, is to be renovated by the owner for lease by USMH for the Hospitality Management program on the first floor and wet labs on the second floor. The interior demolition is complete, USMH's lease with the developer has been finalized, and agreements are being finalized with the Board of Education for joint use of the BB&T Building for the future Hospitality Management space.

Student Housing – The first student housing project at Patterson Hall was completed in 2015 and the apartments are fully leased with eight students. The City was awarded \$ 200,000 in Community Legacy grant funds in late 2016 to assist with development of a second Student Housing project in 2017/2018. City staff will work on the Request for Proposals for the developer partner for the second phase of the project for Mayor and City Council review in mid 2017.

4. Catalyst Project #4 – Hotel/Conference Center and Heritage Center/Commemorative Park

Project is much more long-term in nature. Exploratory conversations have been held to date.

5. Catalyst Project #5 – Linking City Park/The Washington County Museum of Fine Arts and A & E District with Trail and New Housing

Hagerstown Cultural Trail – Construction of Phase I of the trail began in April 2016 and was substantially complete by November. The project was completed within budget, allowing addition of irrigation in Herald Mail Park and the Housing Authority Park. Trash cans, a couple of benches, and dog mitt stations are ordered. Utilizing a grant from the Maryland Heritage Area Authority, entrance signs were installed in December and the wayfinding signs were installed this spring. Granite insets in the walkway were installed in early spring. This spring, the City will install interactive history displays, etc. The grand opening and ribbon cutting is scheduled for Saturday, June 17, 2017.

Art Installation – The Mural of Unusual Size – the mural is complete except for some punch work items and clear coating, which will occur in June. Three artistic shade structures are being installed in the Herald Mail plaza and they will be complete by the grand opening. The Artistic Selection Committee has selected artists for specific areas along the trail. The small plaza for POD at City Park is being constructed. POD will be installed in July.

6. Catalyst Project #6 – Expanded Downtown Arts/Events Programming

Five Wind Down Friday events have been scheduled for the remainder of the year. The Second Saturday series held events during the first six months of 2017. Other events include St. Patrick's Day Fun Run and Downtown Summer Slide Festival. Staff presented a preliminary table of contents for a forthcoming event guidebook. This guidebook will serve as a resource to event organizers and create more event opportunities for Hagerstown.

More than 50 volunteers are supporting Main Street Hagerstown through five Work Groups on projects and initiatives intended to attract and retain businesses, investors, and property owners. The Organization Work Group has developed a web site to complement the City's and to help visitors, residents, and business owners quickly find information about the downtown, produced e-newsletters distributed to over 600 subscribers, developed volunteer and sponsorship forms, are fundraising to support Main Street projects, and held a volunteer recruitment and appreciation event. The Design Work Group developed more window scrims for vacant storefronts, had a Main Street Logo sign created and installed on the side of 53-55 N. Potomac Street, and is working long-range on a set of design

guidelines for continuity in the downtown such as storefront signage, sidewalk displays, and approved paint schemes to be developed into a guidebook for the Main Street area. The Clean, Safe and Green Work group worked on ways to beautify and clean up city blocks by organizing a spring planting day along East Franklin Street and planning a downtown clean-up for June. Additionally, Clean, Safe and Green is looking at adding benches to the square, updating the lighting to LED lights on some cobra-head street lights, adding flowers to Public Square, and initiating an anti-litter and bi-annual beautification project as part of a \$ 5,000 Keep Maryland Beautiful grant awarded in May 2017. The Promotions Work Group re-established the Second Saturdays monthly event series. Promotions also developed a marketing strategy that will be used in promoting the work of Main Street and has been building a social media presence on Facebook, Twitter, and Instagram. The Business Relations Work Group sends members of the ambassadorial committee to welcome new businesses to the Main Street area, is working with City staff to implement grants awarded for code analysis and pop-up ready retail spaces in the Main Street area, and is also working with City staff to brand and promote the 1 GB internet fiber opportunity in the downtown as business recruitment marketing strategy.

Façade Grant Program – The City was awarded a \$ 25,000 Community League grant in late 2016 to replenish the Façade Grant Program for commercial and mixed-use buildings in the Main Street area. The grant agreements with the State were finalized April 3, 2017 (City and the State).

Engine Room Art Space – Open Thursday through Sunday with fresh exhibits opening regularly. Continues to grow and flourish with new and alternative exhibits. Gallery Coordinator is creating momentum through the use of exhibit space and creating opportunities for the community to interact with the art themselves. (City)

7. Catalyst Project #7 – Expanded Operations of the City Farmers’ Market

Partnerships – The Farmers’ Market has entered into a two-year partnership with the Valley Co-op for usage of the backroom of the market. The Valley Co-op is a member based cooperative that specializes in providing the community access to over 35 local suppliers’ products including fresh produce, meats, and dairy products. (City)

Private Management Approach – Staff are continuing to work on drafting a modified Request for Proposals and reposing the RFP for private management of the Farmers’ Market with modification based on feedback. Modifying the RFP to receive proposals on a rolling basis until a viable private operator is identified is one possible option. (City)

8. Catalyst Project #8 – Expanded and Targeted Home-Ownership Support

Rental Registration Program – annual exterior inspections provide additional support to protect neighborhoods. In 2016, 9,102 units were registered in 3,468 properties. (City)

Vacant Structures Program – In 2016, there were 554 vacant properties in the program. Inspections of licensed vacant structures are ongoing to ensure protection of our neighborhoods and first responders from exterior blight and unsafe interior conditions. (City)

Home-Ownership Program – The City was awarded a \$ 150,000 Community Legacy Grant in FY 2016 to assist with the acquisition/renovation efforts to create home-ownership opportunities. Acquisition opportunities with this funding are currently being pursued. Architectural work is underway for creation of two condo units for home-ownership at the City-owned, CDBG-funded project at 261 S. Prospect Street. Initial demolition and rehabilitation activities are underway and full rehabilitation is expected to start in the summer of 2017. Renovations at the City-owned 64 E. Franklin Street are now complete and the property is being marketed for sale for home-ownership. Assessment ongoing of other opportunities for this program in the three target neighborhoods. (City and State)

City Center Residency Initiative – The City was awarded a \$ 50,000 Community Legacy grant in late 2016 to replenish the Down Payment Assistance program. The City received the grant agreements from the State last month and the total of \$ 100,000 (\$50,000 City Economic Redevelopment match) for the Down Payment assistance is projected to be available in the fall of 2017. (City and State)

Mayor Bruchey stated he would like to see the Cultural Trail used for events as well.

Councilmember Aleshire doesn't think items that aren't active should be included in the updates. He will continue to promote the idea of an indoor recreation facility, which will draw people to Hagerstown. He doesn't think attaching a Civil War Heritage Museum to a convention center will attract more visitors. He would like the elected body to discuss a recreation facility and other catalyst projects.

Ms. Means indicated staff provides the updates in order to determine what projects the Mayor and City Council see as priorities.

Councilmember Keller asked when the Mayor and City Council were going to establish their goals.

Councilmember Corderman stated he thought with three returning Councilmembers, the goals were already established.

Ms. Means stated the Mayor and City Council should establish their goals and provide a plan for the future of Hagerstown.

Mayor Bruchey stated a date should be set for a goal setting retreat.

Councilmember Munson noted the updates show increasing interest in Hagerstown. The two new projects – a Gigabit City and the Urban Improvement Project will create even more interest in Hagerstown.

FEMA/MDE Required Updates to the Floodplain Management Ordinance

Stephen Bockmiller, Development Review Planner/Zoning Administrator, was present to provide information about updates to the Floodplain Management Ordinance.

Mr. Bockmiller provided a document highlighting the (mostly) minor amendments to the Floodplain Management Ordinance (Article 6, Land Management Code, and related definitions in Article 3) to the Mayor and City Council for their review. The document is part of the meeting packet material. In order to comply with the effective date of the new FEMA floodplain maps (August 15, 2017), the ordinance to amend the City's Land Management Code must be adopted on June 20, 2017 and approved in July. FEMA has adopted the newly revised and long-pending floodplain maps effective August 15, 2017 and the amendments need to be put in place to coincide with that adoption because one of the amendments refers to the pending effective date of the maps.

The Floodplain Management Ordinance does not require a Planning Commission public hearing or recommendation. However, this package was presented to the Commission for its review and comment. One item - item #8, page 6, Critical and Essential Facilities, was presented by FEMA as an option. Both Planning Staff and the Planning Commission recommend that this proposed change be omitted from the ordinance amendment, allowing maximum flexibility and the lack of need of addressing an issue that has not been a problem in Hagerstown.

There is no direct impact to the City's budget. However, in order for City property owners to participate in and benefit from the National Flood Insurance Program (NFIP), the City is required to adopt and maintain a floodplain management ordinance that meets the expectation of Federal regulators.

Staff recommends adopting the amendments as presented to the Floodplain Management Ordinance (Article 6, Land Management Code, and related definitions, minus Article 6 change #8).

It was the general consensus of the Mayor and City Council to schedule introduction of the ordinance for June 20, 2017.

Hagerstown Police Department Operational Update

Chief Victor Brito provided an update of operations for the Hagerstown Police Department.

There have been 112 Synthetic Cannabinoids, AKA “Spice” overdoses in Hagerstown since January 1, 2017. In several instances, the same individuals overdosed several times. Heroin overdoses are down by about 40% from last year. However, this reduction should not be viewed as that the problem is getting better. Some people carry their own Narcan in case they overdose.

Spice was initially unregulated and was sold as herbal potpourri. The components of spice continually are changed to avoid regulation by the Drug Enforcement Administration. Reported side effects include heart attacks, strokes, increased blood pressure and heart rate, panic attacks, seizures, hallucinations, etc. Spice is not detected in routine drug screening and is easy to obtain. There is a lack of uniformity in manufacturing and unknown active ingredients and concentrations. The number of people using and overdosing on spice is a significant issue for the police department. Multiple resources are being used to reduce the number of overdoses.

Councilmember Aleshire stated the elected body should not be directly engaged in the operation of the police force. The Council does not have any additional information that any other citizen does. This is the way it should be. The public needs to understand that gang activity, spice activity, and heroin overdoses can't be viewed as related activities.

Chief Brito stated the recent gang activity has gone beyond fighting over music and girls.

The Hagerstown Police Department has solved all the recent homicides.

Councilmember Keller stated people are saving themselves (those that carry Narcan). She reported she carries it as well.

Chief Brito stated the spice and heroin problem are not indigenous to Hagerstown. Other communities are experiencing the same issues.

Councilmember Keller feels as though everyone is watching things get worse and no one is doing anything to stop it. As a municipality, Hagerstown has to provide help for people who want help. Other counties have sober houses and treatment facilities. There is not a facility of this type in Washington County. This issue can't be ignored.

Councilmember Aleshire stated the City is not the social service organization to deal with this. There needs to be awareness in the community. It appears the court systems sends defendants to Hagerstown.

Chief Brito stated the problem is large, but the police department will continue to try to help people. Arrests are the last resort.

Maryland has a Good Samaritan Law that protects people assisting in an emergency overdose situation from arrest, as well as prosecution, for certain crimes. The law applies to any person who seeks, provides, or assists with the providing of medical assistance as the result of a person ingesting or using alcohol or drugs. It also applies to the victims if the victims receive assistance because someone else sought assistance for them.

HPD has had success in closing cases quickly because of the relationships officers have built with people in the community. Even though the Good Samaritan Law limits what police officers can do, it doesn't stop them from pursuing the person bringing the drugs into the community.

Councilmember Corderman is concerned that the social services available in Hagerstown attract people from outside the area who bring issues with them.

Councilmember Keller stated people can't be bussed out.

Chief Brito stated the constitution allows people to move here from anywhere. The police department looks at criminal behavior and what officers are allowed to do under the First Amendment.

Mayor Bruchey clarified that the crime free ordinance addresses the use of drugs. Chief Brito stated it does and letters are sent, if there is an address. He noted many of the calls are for homeless individuals. The crime free ordinance is very effective.

Chief Brito stated there were recently two bank robberies in the City. Through the department's investigative means and process, the individuals either have been apprehended or will be soon. He is proud of the department's detective work and collaboration with other law enforcement agencies.

The Mayor and City Council thanked Chief Brito for this update.

Councilmember Aleshire left the meeting.

CITY ADMINISTRATOR'S COMMENTS

Valerie Means, City Administrator, had no additional comments.

MAYOR AND COUNCIL COMMENTS

Councilmember D. F. Munson thanked the Main Street volunteers for their efforts. The Hagerstown Municipal Band concert series is being held on Sunday evenings through the summer at City Park.

WORK SESSION AND EXECUTIVE SESSION
2017

JUNE 13,

MAYOR AND CITY COUNCIL

HAGERSTOWN, MARYLAND

Councilmember P. D. Corderman had no additional comments.

Councilmember E. Keller reminded everyone the Cultural Trail grand opening is being held on Saturday, June 17, 2017.

Mayor R. E. Bruchey, II thanked Chief Brito again for the update. He agrees that people need to have somewhere to get help with addictions, but the City cannot be the only provider. He hopes there will be more events and activities along the trail.

There being no further business to come before the Mayor and City Council, on a motion duly made, seconded, and passed, the meeting was adjourned at 6:39 p.m.

Respectfully submitted,

Original signed by D. K. Spickler

Donna K. Spickler
City Clerk

Approved: July 25, 2017