

45TH SPECIAL SESSION, WORK SESSION, AND EXECUTIVE SESSION – June 19, 2018

EXECUTIVE SESSION – June 19, 2018

On a motion duly made by Councilmember E. Keller and seconded by Councilmember S. McIntire, the Mayor and City Council unanimously agreed by voice vote of all members present at the time of the vote to meet in closed session to consult with counsel to obtain legal advice, #7, (Section 3-305(b)), 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)), and to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation or performance evaluation of appointees, employees, or officials over whom it has jurisdiction, #1, (Section 3-305(b)), on Tuesday, June 19, 2018 at 3:03 p.m. in Room 407, 4th floor, City Hall, Hagerstown, Maryland. Councilmember K. B. Aleshire arrived at the meeting after the vote to meet in closed session was taken.

The following people were in attendance: Mayor R. E. Bruchey, II, Councilmember K. B. Aleshire, Councilmember A. Heffernan, Councilmember E. Keller, Councilmember L. C. Metzner, Councilmember S. McIntire, City Administrator Valerie Means, Michelle Hepburn, Director of Finance, Jill Thompson, Director of Community and Economic Development, Kathleen Maher, Director of Planning and Code Administration, Scott Nicewarner, Director of Technology, Communications, and Support Services, Paul Rose, Miles and Stockbridge Attorneys, David O'Donnell, Miles and Stockbridge Attorneys, and Donna K. Spickler, City Clerk.

The meeting was held to discuss a potential PILOT agreement, two business proposals and specific incentives, and membership for the Planning Commission. No formal action was taken at the meeting. On a motion duly made, seconded, and passed, the meeting was adjourned at 4:03 p.m.

45TH SPECIAL SESSION AND WORK SESSION – June 19, 2018

Mayor R. E. Bruchey, II called this 45th Special Session, Work Session and Executive Session of the Mayor and City Council to order at 4:13 p.m., Tuesday, June 19, 2018 in the Council Chamber at City Hall. Present with the Mayor were Councilmembers K. B. Aleshire, A. Heffernan, E. Keller, L. C. Metzner, and S. McIntire, City Administrator Valerie Means, City Attorney Jennifer Keefer, and City Clerk D. K. Spickler.

45th Special Session – June 19, 2018

On a motion duly made by Councilmember A. Heffernan and seconded by Councilmember L. C. Metzner, the Mayor and City Council unanimously agreed by voice vote to meet in Special Session at 4:13 p.m.

Introduction of an Ordinance: Modification of Building Permit Fee Schedule

Action: On a motion duly made by Councilmember K. B. Aleshire and seconded by Councilmember L. C. Metzner, the Mayor and City Council unanimously agreed by voice vote to introduce an ordinance to amend Chapter 64, Building Construction, and Chapter 98, Fire Prevention, of the City Code to modify the fee structure for building permits. The modification would increase the formula by \$ 1.00 per thousand for building permits valued over \$ 10,000 to \$ 105.00 plus \$ 6.00 per thousand for new residential and commercial permits and \$ 105.00 plus \$ 6.00 per thousand for new residential and commercial permits and \$ 105.00 plus \$ 4.50 per thousand for miscellaneous residential permits, and would increase the percent of permit cost allocated to the Fire Marshal's office from 25% to 30%. The last increase to these fees was made in 2004. This proposed modification of the fee structure was included in the adopted FY 2019 Budget.

Discussion: Councilmember McIntire and Councilmember Heffernan do not remember discussing this proposal. Ms. Means indicated fee increases were briefly discussed during the budget review.

Councilmember Heffernan understands that fee increases are included in the budget; however, he feels there needs to be an opportunity for citizens to provide input for specific fee increases. The general public needs to have the opportunity to hear discussions on fee increases. Councilmember McIntire agreed.

Councilmember Metzner stated public hearings have not been held about fee increases. There is a fee schedule in the budget, which is reviewed during budget discussions. Interested parties have the opportunity to provide input during the public hearing held regarding the budget.

Councilmember Keller stated the Council wants to encourage development and she feels increased building permit fees will discourage it.

Councilmember Aleshire noted the end user of the service (in this case building owner) should pay for the service, not the general taxpayer. He noted these fees have not been increased in almost 15 years. He thinks all fees should be reviewed every three years.

Councilmember McIntire asked how much revenue is anticipated from this fee increase. Staff indicated approximately \$ 39,000.00.

Kathleen Maher, Director of Planning and Code Administration, noted the increases are an attempt to divert more revenue to the Fire Marshal's office since department costs have not remained static.

Councilmember Heffernan expressed his concern that citizens may not be aware of the increases until they are implemented.

Approval of a Resolution: Authorizing Entering into a Grant Agreement with the Maryland Department of Housing and Community Development for the Urban Improvement Project's Plaza

Action: On a motion duly made by Councilmember S. McIntire and seconded by Councilmember E. Keller, the Mayor and City Council unanimously agreed by voice vote to approve a resolution to authorize entering into a grant agreement with the Maryland Department of Housing and Community Development for a FY 18 Strategic Demolition Fund award of \$ 300,000 for the Urban Improvement Project's plaza. These funds will be used to help fund the cost to underground the utilities in the alley behind the Maryland Theatre.

Approval of IAFF Union Contract

Action: On a motion duly made by Councilmember A. Heffernan and seconded by Councilmember S. McIntire, the Mayor and City Council unanimously agreed by voice vote to approve of a collective bargaining agreement between the City of Hagerstown and the International Association of Fire Fighters (IAFF) Local 1605. This agreement shall run for a period of four years, commencing on July 1, 2018 through June 30, 2022.

Discussion: Councilmember Aleshire stated he is opposed to the specific provision for a wage reopener; however he will not vote against the contract.

Approval of Non-Union Salary Step Adjustment for July 2, 2018

Action: On a motion duly made by Councilmember E. Keller and seconded by Councilmember S. McIntire, the Mayor and City Council unanimously agreed by voice vote to approve of a one step adjustment from the step currently maintained as of June 30, 2018 for all regular full-time, non-union employees who are eligible for a step increase. Beginning July 1, 2019, all full-time, non-union employees will advance a step annually on their anniversary dates as the budget allows.

Employee must have held full-time status for six full months. Employee must be full-time status on any non-union Munis pay scale. The cost of the step increase for full-time, non-union employees is approximately

\$ 242,000.00, and was included in the FY19 budget.

Approval of Addition of Step 14 to Non-Union Pay Scale for July 2, 2018

Action: On a motion duly made by Councilmember L. C. Metzner and seconded by Councilmember S. McIntire, the Mayor and City Council unanimously agreed by voice vote to approve of the expansion of the non-union pay scale from a 13 step pay scale to a 14 step pay scale.

Employee must have held full-time status for six full months. Employee must be full-time status on any non-union Munis pay scale. The cost of the addition of Step 14 to the non-union pay scale is approximately \$ 70,000.00 and was included in the FY19 budget.

The Special Session was closed at 4:29 p.m.

Work Session – June 19, 2018

Preliminary Agenda Review

Consent Agenda

A. Fire:

1. Pole Building – This item was removed from the agenda for further review.
2. Triple Combination Attack Pumper – 4 Guys Stainless Tank and Equipment (Meyersdale, PA) \$ 499,173.00

B. Parks and Engineering:

1. Langdon Street Widening – Concrete Central, LLC (Hagerstown, MD) \$ 66,685.00
2. Reconstruction of Alleys – Concrete Central, LLC (Hagerstown, MD) \$ 269,587.00

C. Police:

1. Compact Outdoor Cameras – Skyline (Glen Burnie, MD) \$ 36,261.00

D. Utilities:

1. Electric – Tree Trimming Services Contract – Pittman Tree and Landscape, Inc. (Front Royal, VA) \$ 188,000.00
2. Electric – Distribution Transformers – National Transformer Sales (Raleigh, NC) \$ 54,791.00
3. Wastewater – Fairbanks Morse Propeller Turbine Pump – A R & E, Inc. (Hagerstown, MD) \$ 65,950.00
4. Wastewater – Replacement/Installation of SCADA System for Collections – Avista Realtime Systems \$ 39,778.00
5. Water – Large Meters – Core & Main (Martinsburg, WV) \$ 212,286.40

There were no questions about items on the Consent Agenda or other Preliminary Agenda items. This completed the review. All items are scheduled for approval during the June 26, 2018 Regular Session, unless otherwise noted.

Installation of EV Charging Stations

Eric Deike, Director of Public Works, was present to discuss a grant agreement with the Electric Vehicle Institute (EVI) for the purpose of installing four electric vehicle charging stations at no cost to the City of Hagerstown. The stations would be installed in the Elizabeth Hager Center Parking Lot.

EVI is an electric vehicle infrastructure company providing a multitude of products, services and solutions to advance the use of electric vehicles. Their mission is “to advance and advise the electric vehicle (EV) programs and initiatives of today to charge the future of tomorrow.”

EVI receives private and public funds in support of the Alternative Fuel Infrastructure Program (AFIP). AFIP is a Maryland Energy Administration (MEA) program

EVI recently contacted the City with the intent to furnish and install four electric vehicle charging stations within the city limits. Charging stations already exist along Interstates I-70 and I-81 at the Premium Outlets and the Valley Mall. Placing charging stations downtown provides yet another location within the Washington County corridor for electric vehicle owners to charge their vehicles.

The charging stations would be Level 3 DC Fast Charging Stations. These units provide more power over a shorter period of time.

Work could begin within a few weeks after approval by the Mayor and Council. City Light would need to set a new transformer to provide sufficient power to the charging stations.

Staff from Public Works, Parking and City Light met with representatives of EVI to determine the best location. It was decided that the four stations would be installed within the Elizabeth Hager Parking Lot off of N. Potomac Street. The location is in the heart of downtown, close to Washington County Visitor’s Center and within easy walking distance of businesses, restaurants, government offices and the entertainment district. Current spaces provided to the Department of Labor, Licensing and Regulation (DLLR) would be relocated to accommodate the chargers.

EVI has provided a Grant Agreement for the City of Hagerstown to consider. The City attorney has reviewed the agreement. A letter of support is also being requested from EVI. Receipt of this letter from the City allows EVI to submit a formal request to the State of Maryland to begin their review for the reallocation of assets for this project. If there are no objections, staff could forward the support letter with the Mayor and Council’s approval.

The cost to furnish and install the EV charging stations is zero dollars to the City. The grant is for a no-cost, turnkey project to the City. The project will include a five-year repair and maintenance plan of the stations.

City Light will need to furnish and install a transformer as noted earlier. Those costs will be an estimated \$ 14,000.000, all of which EVI will cover.

The EV charging units will have the ability for drivers to pay for the electric with a credit card. At this time, staff is recommending not to use this function. The electric will be free to the user and the cost of the electric used will be absorbed by the Parking Fund. Staff wants to encourage use of the EV charging stations and encourage those that drive AFVs to visit downtown.

The EV charging station will require four parking spaces. While the electric charge will be free, parking will not. The spaces will have parking meters to discourage drivers from parking all day at these locations. The intent is to have a driver receive a quick charge while they visit downtown but not to use the space for long term parking.

It is staff's recommendation to enter into a Grant Agreement with EVI for the purpose of installing EV charging stations. They believe this will encourage the purchase and use of AFVs and encourage those with range anxiety to visit downtown.

Councilmember Aleshire and Councilmember Metzner agree with having parking meters in the spaces, but they should be restricted to AFVs only.

Councilmember Heffernan stated he thinks the meter fees should be higher to park vehicles other than AFVs in the spaces. These four spaces are in a prime location downtown.

It was the general consensus of the Mayor and City Council to include approval of the grant agreement on the June 26, 2018 Regular Session agenda. The letter of support was also approved.

Urban Improvement Project Update and Utility Contract

Rodney Tissue, City Engineer, was present to discuss progress of the Urban improvement Project. Staff is pleased that they have finalized the first phase of this project and are prepared to present the project to the Mayor and Council for approval. The genesis of this project came from the earliest discussion regarding the Urban Improvement Project (UIP) where a plaza would be created behind the Maryland Theatre that could be used for small events but also serve as a drop-off location of BISFA buses and "back of the house" services to the various new building operations.

As the UIP plans developed over the last 18 months, the plaza became the portion of the project that the City would be responsible for. City staff developed plans for the first

phase relocation of the overhead wires and staff are beginning the design of the second phase which is the construction of the plaza and completion of the Cultural Trail.

The following is a summary of the various components of the project:

1. Scope of Work for Phase I – Staff worked with six utilities to develop plans to install a conduit duct bank and associated equipment to relocate all the overhead wires underground into the new duct bank.
2. Construction Contract – Two bids were received and opened on June 5, 2018. The low bid was \$ 460,335 from Ellsworth Electric of Hagerstown, Maryland.
3. Utility Company Agreements – There are a total of six utility companies involved. Once the City’s contractor completes the duct bank, then the various utility companies will have to move their respective lines into the conduits and the UIP project must bear those costs. These costs are estimated at \$ 445,866.
4. Hagerstown Light Department (HLD) Purchase – HLD’s engineer estimates their labor and material costs for the project will be \$ 200,000. This amount is for payment of labor, vehicles, and stock materials of which the HLD will charge to the General Fund account for the UIP project for reimbursement of its costs. HLD staff request \$ 200,000 be approved for them to complete the acquisition of all the materials following the City’s procurement process and to cover their project costs.
5. Budget and Anticipated Expenditures – Total Phase I funding is anticipated to be \$ 986,701, with \$ 655,000 from re-programmed bond (from the MELP demolition project), \$ 300,000 from the Maryland DHCD Strategic Demolition Grant, and \$ 31,701 from CIP Fund Balance Contingency
6. Schedule – Construction could start in mid-July and conclude by October, 2018. All work will be completed at night as not to conflict with the building contractors working at BISFA and the Maryland Theatre.
7. Permanent and Temporary Public Parking Impacts: To provide a location for the HLD equipment that will serve the Maryland Theatre, four metered public parking spaces will be eliminated and a black fence enclosure will be installed as part of this Phase I project to hide the electrical equipment. Parking passes for those displaced along Rochester Place during utility work is included in the budget as well. In addition, requests for passes for those who park in the Professional Arts parking lot on South Potomac Street have been submitted. Therefore, \$ 2,000 is budgeted to cover about 30 passes for two months in the various parking lots at a cost of \$ 36.00 each.
8. UIP Building Demolition and Construction Impacts:
 - a. Traffic Management: Staff worked with all the stakeholders to develop a temporary traffic control plan during construction. Details and drawings are included in the meeting packet material.
 - b. Noise – In general, work on the buildings will be 6:00 a.m. to 6:00 p.m. and will likely be six days per week. Ellsworth will work 6:00 p.m. to 6:00 a.m. to complete the utility relocation conduit installation. Staff would recommend a blanket waiver of the City’s Noise

Ordinance for this project in order to allow the contractors the work hours that can get the projects completed on schedule.

- c. The Plum – Staff has met with the restaurant owners on numerous occasions to develop a plan to get patrons to their business in a safe and efficient manner. The contractors and the City will work to implement this plan in the next few weeks.
9. Future Phases – The construction of the plaza and completion of the cultural Trail is anticipated to occur in 2019. Staff is currently working on land acquisitions with Hager5 and will return to Council at a later date with those costs. The current estimated cost of the Trail and Plaza is \$ 1.7 million. The funding for that phase will be future DHCD grants, other grants, and City funds.

Councilmember Heffernan asked if it would be possible to acquire the District Court parking lot in order to expand the plaza. Mr. Tissue indicated a meeting is scheduled with District Court representatives soon to discuss their plans for expansion. He believes they intend to expand to the back (at the parking lot).

Councilmember Metzner stated the traffic plan looks good. Even though there will be challenges, it will work out.

Councilmember Aleshire has always thought the Cultural Trail should go through the building on W. Washington Street that recently partially collapsed. He pointed out removal of the garage at the end of the street (at Park Circle) is crucial to complete the Trail. He also pictures a parking deck in the plaza location.

Councilmember Metzner stated there needs to be a walkway from the plaza to the Circuit Court building without having to go around the block.

Mr. Tissue presented two drawings of a streetscape treatment to 43/47 West Washington Street. One is to salvage the lower portion of the existing front wall and the other is to match the wall across Washington Street (at University Plaza). The consensus was to let the owner choose the streetscape, as long as it creates an open feel to the trail.

The following items will be scheduled for approval on June 26, 2018:

1. Approval of the construction contract and the funding plan
2. Authorize staff to execute numerous utility agreements outlined and authorize the Light Department staff to purchase materials and provide labor
3. Approval of a Grant Agreement with the Maryland Department of Housing and Community Development
4. Blanket waiver of Noise Ordinance for this project

Approval of the FY2019 Community Development Block Grant Annual Action Plan

Jonathan Kerns, Community Development Manager, was present to discuss approval of the FY19 CDBG Annual Action Plan in order to receive the City's annual entitlement of CDBG funds.

The City of Hagerstown is an entitlement recipient of Federal CDBG funds from the United States Department of Housing and Urban Development (HUD). Each year, the City of Hagerstown is required to submit an Annual Action Plan to HUD and this plan serves as the City's application for CDBG funds. CDBG allocations were recently announced by HUD and Hagerstown's FY19 CDBG entitlement will be \$ 757,083. This will be the City's largest entitlement amount since FY12.

Consistent with CDBG National Objectives and Hagerstown's Five Year CDBG Consolidated Plan, the FY CDBG Annual Action Plan concentrates funds on neighborhood based projects and programs. CDBG funded grant and loan programs for home repairs will be provided by DCED and community partners. Proposed Public Facility projects will be carried out in cooperation with the Department of Parks and Engineering. These projects include crosswalk and street signal enhancements, new sidewalk construction, and sidewalk accessibility ramp construction. The FY19 Annual Action Plan also proposes support for local public service providers.

In order to foster transparency and strengthen Community Development programming, the CDBG Public Service Citizen review Committee was created in 2013. Public Service agencies submit applications for CDBG funding and after application review by the committee and City staff, application rankings are presented to the Mayor and City Council for final approval.

The Public Service Citizen Review Committee has met and provided insight on all CDBG Public Service funding requests for FY19. A spreadsheet containing the committee's rankings of the public service applications is part of the packet material.

A Public Service agency funding scenario is also included in the spreadsheet. Since the City's FY19 CDBG entitlement amount is significantly higher than in previous years, the City's CDBG public service funding capacity will be increased for FY19. The funding scenario reflects this change and shows an increase in CDBG funding for each public service agency when compared to the current fiscal year.

Councilmember Heffernan asked why replacing the traffic signal at Mulberry Street and E. Antietam Street is necessary, especially since the cost is \$ 300,000. Mr. Tissue stated the replacement is not pressing but it is the only intersection on Mulberry Street that has the post style signal lights.

Mr. Kerns noted that demolition projects can take a longer period of time and projects that have quicker completion times are considered. However, the funding for reprogramming could be adjusted if the Mayor and City Council wish to do so.

Approval of the FY19 CDBG Annual Action Plan will be included on the June 26, 2018 Regular Session agenda.

A break was taken at 5:21 p.m.

Public Discussion – Proposed Amendments to Chapter 197 – Continued from May 15, 2018

Mayor Bruchey announced this portion of the meeting is to receive public input regarding proposed amendments to Chapter 197, Rental Facilities. This meeting is a continuation of the public input session from May 15, 2018. People who did not have the opportunity to speak at the May 15, 2018 were invited to provide comments. Additionally, several people signed up to speak during the meeting. He asked that comments be kept to 5 minutes or under. Paul Fulk, Neighborhood Services Manager, was at the table to assist with answering questions. City Attorney Jennifer Keefer was also present for this portion of the meeting.

The following input was provided:

Winslow Wheeler, 213 S. Prospect Street, Hagerstown, Maryland, lives in a residential area that includes 151 rental units. Some landlords cooperate with regulations and some do not. People speaking against the amendments on May 15, 2018 cited a constitutional right against unwanted City inspections. He stated the City of Hagerstown is within its rights to conduct inspections based simply on the passage of time. Obviously, there must be probable cause for a warrant to conduct an inspection. The proposed amendments comply with previous Supreme Court decisions. On Prospect Avenue, the City's new ordinances on trash and crime free housing have made significant improvements in the quality of the neighborhood. More improvement is needed.

Joe Kraft, Penn Avenue Properties, Hagerstown, Maryland, stated it seems the Mayor and City Council and Code staff knows who the problem landlords are. He wondered why licenses continue to be issued to these landlords. He wondered if the ordinance can be changed to provide for revocation of a license. It shouldn't be assumed that all units should be inspected just because there have not been tenant turnovers. He suggested sending out reminders about the inspections. He also suggested placing a notice in the newspaper of non-compliant landlords and management companies. He wondered if the City's administration has a good understanding of how the ordinance is being enforced. He has a vacant apartment that is due for an interior inspection in August. He wondered if he rents the unit before that time and it is not inspected if he would be considered non-compliant. Mr. Fulk indicated that, according to the ordinance, the next inspection time frame for this apartment would be a year from now if it is rented before August.

Cathie Clemson, Myersville, Maryland, owns two properties in Hagerstown and is concerned that inspections will be invading her tenants' privacy. She stated the landlord association encourages its members to comply with the regulations and to inspect their properties annually. They take care of any unsafe and unhealthy conditions promptly. If

the City is concerned about neighborhoods, why aren't they concerned about the owner-occupied properties as well. She feels tenants are being discriminated against. She feels like the \$ 25.00 license transfer fee is just another way to get money. There are many good, complying rental properties in the City and the City should be doing whatever they can to keep them.

Richard Reynolds, 22823 Stevenson Road, Smithsburg, Maryland, has been a landlord for 43 years and has had many units within the City limits. He now has only three rental units in the City because of excessive fees, licenses, and regulations. He expressed his concern about receiving seven notices on a property he sold. The record keeping system needs to be updated.

Penny Nigh, 634 Mulberry Street, Hagerstown, Maryland, stated the new regulations are needed to keep residents safe. A good lease provides a landlord the opportunity to keep track of what is going on in their properties. She would like to believe so many landlords chose Hagerstown because they love the City. She noted home ownership is down to about 30%. This percentage has impacted the tax base. She supports the proposed amendments. She is very concerned about the future of Hagerstown.

Michael Stanford, Bradbury Court, Smithsburg, Maryland, owns many rental properties. He stated tenants should not feel as though their home will be invaded by inspections. If a rental license is issued, it automatically gives the City permission to go on their property. If the landlord doesn't get the license, they are non-compliant. The tax rate for rental properties will increase as of July 1, 2018. He wondered what inspections will be next after any health and safety issues are addressed. He mentioned a recent inspection failure because a microwave wasn't hooked up. Home ownership needs to be easier to people to afford. Old duplexes and row houses are not easily separated. He wondered how the landlords and the City can move forward as a group. Some of the problem properties are owner-occupied.

Virginia MacGruder, Hagerstown, Maryland, urged the Mayor and City Council include non-profit housing and elderly housing in the rental inspection program. She has rented one of these housing units and had many maintenance concerns. She has contacted the Attorney General's office regarding this.

Winifer Pauldo, 855 Mulberry Street, Hagerstown, Maryland, wants to understand how the change in the rental licensing rate will affect her as a tenant. She is concerned that good landlords, like Mr. Stanford, are being punished by the actions of those not complying. She feels inspections will be an invasion of my privacy.

Denton Powell, Hagerstown, Maryland, thinks the City is blessed with good landlords. He doesn't care if the City inspects his property. It doesn't make sense to inspect good properties when there are so many bad properties.

CITY ADMINISTRATOR'S COMMENTS

Valerie Means, City Administrator, reported that Locust Street will be closed on June 20, 2018 for a gas line replacement. Northern Avenue will be closed at the railroad crossing beginning tomorrow.

MAYOR AND COUNCIL COMMENTS

Councilmember S. McIntire had no additional comments.

Councilmember L. C. Metzner praised Governor Larry Hogan for recalling four members of the National Guard from the Mexican border until separating children from their families is rescinded.

Councilmember A. Heffernan had no additional comments.

Councilmember K. B. Aleshire attended several sessions at the recent MML Conference. The session on Opioid abuse was standing room only. Many municipalities are facing the same issues as Hagerstown. He assured the audience that he hears their concerns about the rental licensing amendments. The former Winter Street School has been purchased by a church. He thinks it would be beneficial for the City to be aware of the activities that are planned for that location.

Councilmember E. Keller thanked everyone who spoke this evening. The proposed amendments aren't exactly what the Mayor and Council wanted. They want to make sure the good landlords are not penalized. The UIP and the Cultural Trail are the talk of Frederick.

Mayor R. E. Bruchey, II had no additional comments.

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 6:09 p.m.

Respectfully submitted,

Original signed by D. K. Spickler

Donna K. Spickler
City Clerk

Approved: August 28, 2018