

66TH SPECIAL SESSION, WORK SESSION, AND EXECUTIVE SESSION – April 14, 2015

EXECUTIVE SESSION – April 14, 2015

On a motion duly made by Councilmember L. C. Metzner and seconded by Councilmember M. E. Brubaker, the Mayor and City Council unanimously agreed by voice vote to meet in closed session 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 10-508(a)), on Tuesday, April 14, 2015, at 9:05 a.m. at Homewood Suites, 1650 Pullman Lane, Hagerstown, Maryland. The following people were in attendance: Mayor D. S. Gysberts, Councilmember K. B. Aleshire, Councilmember M. E. Brubaker, Councilmember L. C. Metzner, Councilmember D. F. Munson, Councilmember P. M. Nigh, Karen Paulson, Director of Human Resources, Heidi Voorhees, GovHR, two candidates for City Administrator, and Donna K. Spickler, City Clerk. The meeting was held to conduct interviews with candidates for the position of City Administrator. No formal action was taken at the meeting. On a motion duly made, seconded and passed, the executive session was adjourned at 12:15 p.m.

66TH SPECIAL SESSION AND WORK SESSION – April 14, 2015

Mayor D. S. Gysberts called this 66th Special Session, Work Session, and Executive Session to order at 3:07 p.m., Tuesday, April 14, 2015, in the Council Chamber at City Hall of the Mayor and City Council. Present with the Mayor were Councilmembers K. B. Aleshire, M. E. Brubaker, L. C. Metzner, D. F. Munson, and P. M. Nigh; City Administrator Bruce Zimmerman, and City Clerk D. K. Spickler.

66TH Special Session – April 14, 2015

On a motion duly made by Councilmember D. F. Munson and seconded by Councilmember K. B. Aleshire, the Mayor and City Council unanimously agreed by voice vote to meet in Special Session at 3:08 p.m.

Approval of a Contract: Improvements to 170 West Washington Street – Micon Constructions, Inc. - \$ 237,064.00

Action: On a motion duly made by Councilmember L. C. Metzner and seconded by Councilmember D. F. Munson, the Mayor and City Council unanimously agreed by voice vote to award Contract 15-M-06 for improvements to 170 West Washington Street (to replace the roof; all windows; and paint the north, south, and west side of the building) to Micon Constructions, Inc. in the amount of \$ 237,064.00. These improvements will prevent further damage to the interior and improve the appearance of the exterior of the building. The funding will be from the

State Community Legacy, Property Management proceeds, and Economic Redevelopment.

Discussion: Councilmember Brubaker asked if there is a required match for the funding. Jonathan Kerns, Community Development Manager, indicated there is not; however, the City will establish credits for matching future funding.

The Special Session was adjourned at 3:15 p.m.

Proclamation: National Bookmobile Day

Mayor Gysberts read a proclamation recognizing National Bookmobile Day. Laura Schnackenberg, Washington County Free Library Bookmobile Director, accepted the proclamation.

Funding for City-wide Down Payment and Rehabilitation Program

Jonathan Kerns, Community Development Manager, was present to update the Mayor and city Council on the progress of the City-wide Down Payment and Rehabilitation Program. As part of the Invest Hagerstown Initiative, the Mayor and City Council created the City-wide Down Payment and Rehabilitation Program in October of 2013. This program provides a loan to grant of up to \$ 7,500 for homebuyers to be used for down payment, select home repairs in conjunction with acquisition, or a combination of both. In order to be eligible, applicants must purchase a structure built prior to 1960 that has been vacant for at least twelve (12) months. Homebuyers utilizing the program are required to maintain the structure as their primary residence for a minimum of five years.

The goals of the City-wide Down Payment and Rehabilitation Program include the following:

1. Supporting and strengthening City neighborhoods
2. Encouraging homeownership
3. Inspiring reuse and rehabilitation of existing vacant residential structures

The program was initially funded with \$ 150,000 from the General Fund reserve.

To date, seventeen homebuyers have been assisted through the City-wide Down Payment and Rehabilitation Program. Three applications for assistance through the program are currently approved with settlements pending. Once these three home purchases are finalized, the program's funding will be exhausted.

The City has also provided down payment assistance through a separate, State funded program. Since August of 2013, the State funded program has assisted twenty homebuyers with the purchase of a home in the City of Hagerstown. The State funded down payment program and the City-wide down payment program have collectively

assisted thirty-seven homebuyers with home purchases in the past twenty months. It should be noted that the funds for the State program have also been exhausted.

Due to the demand for the City-wide Down Payment and Rehabilitation Program, staff recommends transferring \$ 30,000 from the FY15 City Center Residency Initiative Down Payment component budget to the City-wide program. This funding transfer would be sufficient to sustain the City-wide Down Payment and Rehabilitation program through the remainder of the current fiscal year. If the Mayor and City Council approve this funding transfer, \$ 50,000 would remain available for the Down Payment and Rehabilitation component of the City Center Residency Initiative.

The proposed City budget for FY16 recommends utilizing \$ 500,000 of General Fund reserve to replenish the First Third Grant Program budget. Since budget projections for these programs have recently become more solid, staff recommends that \$ 100,000 of the \$ 500,000 be budgeted for the City-wide Down Payment and Rehabilitation Program in FY16. This would allow the City to maintain this successful program which positively impacts City neighborhoods through increased homeownership.

Councilmember Brubaker supports the requested transfer of funds but is not sure the request for FY16 will be possible.

Councilmember Metzner also supports the requested transfer and asked for a listing of the recipients.

It was the general consensus to include approval of the transfer of funds to the program on the April 28, 2015 agenda.

Main Street Hagerstown Launch Event

Andrew Sargent, Downtown Manager, and Jill Frick, Economic Development Manager, discussed Main Street Hagerstown.

Downtown Hagerstown received the Main Street Maryland designation on October 30, 2014. The Main Street Hagerstown will be launched on April 22, 2015 at 7:00 p.m. at the Fletcher Library. The launch event will be hosted by Mayor Gysberts, with the community discussion facilitated by Eliot Pfanstiehl, the CEO and Founder of Strathmore Hall in North Bethesda, Maryland. The goal of this launch event is to build community awareness and introduce the Main Street Maryland five-workgroup structure to encourage community-wide participation. Main Street Hagerstown precisely parallels the Community's City Center Plan Catalyst Project #6 in that it supports expanded Downtown and Arts & Entertainment District programming and promotion.

During the last several months, staff have coordinated an implementation workgroup to help establish a firm foundation on which to build the Main Street Hagerstown program. Items discussed at these meetings have included establishing Main Street workgroup chairs/co-chairs, gaining community support and the timing and agenda of the

launch event. The five focus workgroups are: Organization Workgroup, Promotion Workgroup, Design Workgroup, Business Relations Workgroup, and the Clean, Safe and Green Workgroup.

Councilmember Munson stated this program has a lot of potential and he thinks it will bring improvements to Hagerstown in a short time.

Stormwater Grant Opportunities

Rodney Tissue, City Engineer, and Jim Bender, Assistant City Engineer, were present to discuss stormwater grant opportunities.

The City has been successful in securing grants from the Chesapeake Bay Trust (CBT) and the Chesapeake & Atlantic Coastal Bays Trust Fund (CACBTF) to identify sites for retrofit projects, construct stormwater treatment facilities, and to continue the City's street tree planting program.

On March 15, 2015, staff submitted a grant application to CBT for the Green Streets, Green Towns, Green Jobs (G3) program. That application requested \$ 75,000 in grant funds; \$ 55,00 of the funds would be used to continue the City's street tree planting program, and \$ 20,000 would be used to create/expand landscape islands on streets in the North End. Staff offered a \$ 10,000 match to that grant, and the match was included in the Fiscal Year 2016 CIP budget. CBT plans to announce their grant awards for the G3 program by the end of May. If successful, this would be the seventh grant award from CBT since 2009.

Staff also submitted a Letter of Intent to apply for a CACBFT grant for impervious surface reduction and stormwater treatment. In 2014, the City received a \$ 500,000 CACBTF grant to construct two stormwater management facilities on City-owned land; the design for these two projects is essentially complete, and staff anticipates the solicitation of bids for their construction within the next few weeks. The deadline for submission of the upcoming grant application is April 30, 2015.

To select candidate projects for the upcoming application, staff reviewed the priority list in the previously prepared Stormwater Management Retrofit Study report. One of the higher ranked projects was a proposed stormwater management facility on City-owned land at the Hagerstown Industrial Park. The study recommends the construction of a treatment facility near the northern end of the park that would capture runoff from developed lots that don't currently have any stormwater management.

A second proposed project, also at the Industrial Park, involves narrowing the pavement on the existing streets. The streets in the park have 50-foot wide pavement. These streets are ten to fifteen feet wider than current City standards require. This excess pavement creates unnecessary storm runoff. Not only will the reduction of the street width decrease the amount of storm runoff, but it will decrease the City's expense to overlay the pavement. Staff estimates future cost savings to be approximately \$ 45,000.

Preliminary construction cost estimates are being prepared for these two projects. Staff anticipates that the total construction cost will be approximately \$ 400,000 to \$ 500,000. The City proposes to provide a \$ 40,000 cash match, with an additional \$ 35,000 match of in-kind services. The \$ 40,000 cash match has been included in the proposed FY 16 CIP budget.

This week, the Washington County Soil Conservation District (District) informed staff of grant funding that may be available for various stormwater management and community enhancement projects. The grant program allows for a maximum of \$ 50,000 per award, with the grant application being prepared and submitted by the District. Staff provided information to the District to allow them to apply for a grant for additional tree planting in the City, and will gather additional information to submit a grant application for small scale stormwater management projects in August.

Councilmember Munson suggested looking at the benefits of replacing signaled intersection with circles, allowing water to sink into the ground.

Mr. Tissue indicated staff will research this concept. New ideas are always welcomed.

It was the general consensus to endorse the proposed CACBTF grant application.

Trash and Related Concerns

Rodney Tissue, City Engineer, and John Lestitian, Director of Department of Community and Economic Development, updated the Mayor and Council on efforts to address trash concerns. The following is a synopsis of efforts since the March 17, 2015 Work Session:

1. The City Attorney is drafting an amendment to Chapter 117, which will impose a surcharge fee for removing trash placed out for collection on the improper day. This fee will be imposed when inspection staff removes the trash set out for collection on the incorrect day. This effort is designed to provide more immediate relief to neighborhoods by removing the trash and invoicing the owner for that service.
2. Staff are implementing educational outreach efforts along with the enhanced enforcement efforts. Fines have been issued for locations of frequent violations. Additionally, staff have been assigned to areas prone to experience a higher level of trash related violations.
3. Outreach efforts to gain input from the community on the storage of trash receptacles is planned for May. Staff are coordinating this effort and will provide additional information as soon as it is finalized.

4. Staff investigated the area bounded by Church Street/East Avenue, Mulberry Avenue, Walnut Street, and Baltimore Street and found over 100 totes being stored on the public sidewalk. With Council's consent, staff plan to write a letter to these residents/owners thanking them for recycling but *requesting*: 1) that they store the tote off the public sidewalk, 2) if they want a smaller tote or bin (that can be stored easier behind or in their unit) to please contact staff and they will provide or 3) if they no longer want their tote, staff will remove it.
5. Staff did a quick assessment of Zone F (the downtown collection zone) and if the City wants to provide garbage totes in this area, approximately 700 would be needed, with an approximate cost of \$ 45,000. This expenditure is not included in the proposed FY16 budget. The totes would be a different color from the blue recycling totes. Totes would provide a uniform look for trash collection; however, they may also be prone to being stored on the public sidewalk.

Mr. Tissue noted that, in some places, the stoops are in the right-of-way and those sidewalk right-of-ways go to the curb. There would not be a space to store a tote outside the right-of-way in these instances. Mr. Tissue also noted that a property owner can secure a dumpster, if there is room, and opt out of the weekly garbage pickup.

Councilmember Aleshire thinks a majority of the issues could be dealt with by increased direct communications, rather than issuing fines.

The question was raised about vehicles being used as storage units. City Attorney Mark Boyer informed staff previously that this situation is not a code issue but a motor vehicle violation.

Mr. Zimmerman clarified that the Council wanted additional information before staff begins the outreach efforts as described in the above list.

Mr. Lestitian thinks there is value in exploring the feasibility of trash totes and recycling totes, with requiring trash to be bagged before placing it in the tote. Councilmember Brubaker stated containers may be easier to store than totes.

Staff will continue working with the City Attorney to draft language to address the problems noted by the Mayor and City Council.

City Hall Projects and Improvements

Eric Deike, Director of Public Works, provided an update on several improvement projects for City Hall.

The four clocks on the City Hall clock tower need to be replaced. The motors and Master Clock are beyond repair (outdated technology) and will be replaced. What is currently unknown is whether the existing glass clock faces can be reused. Only further examination by the vendor, Elderhorst Bells Inc. will determine the full extent of repairs.

Replacement of the clock motors, refurbish or replace the hands, and install a new Master Clock will cost \$ 9,500.00. Replacement of the clock faces, if necessary, will cost an additional \$ 3,200.00. Finally, new LED lighting to illuminate the clock faces will cost an additional \$ 1,100.00, but this work could be completed by staff at a lower cost. Funding for this project was included in the FY 15 Mid-Year review as additional transfers from the General Fund above the original FY15 approved budget. There are savings in the FY15 City Hall operational budget to help offset this cost.

Clock Tower Painting: The existing clock tower has not been painted in over 15 years. The existing paint is chipping and peeling and needs a new coat of paint. Fortunately, any lead paint that was on the tower was removed under a previous renovation project. The work will need to be completed by a contractor geared to work on tower projects such as this. The project is slated for Fiscal Year 2016 under the proposed budget. It is part of the overall City Hall improvements project C0326, and it included air conditioning for the Council Chamber. Total cost for both projects is estimated to be \$ 100,000, funded by the General Fund.

Air Conditioning of the Council Chambers: The first floor billing lobby and the Council Chambers currently share an air conditioning system. Only one space a time can use the system leaving the other space without air conditioning. The intent is to modify the existing system so that both spaces can be air conditioned at the same time. This project is also included in C0326 in the FY16 proposed budget.

Two of the three projects are scheduled for completion in the next fiscal year. The budget for next year is under discussion and will not be approved until the end of May. Staff could begin working on design and bidding of the projects if Council provides preliminary approval to move forward.

It was the general consensus to move forward with the repairs. Specifications for the air conditioning project will be completed later in the year.

FY 2015/16 Budget Review – Utilities and Parking Fund

Michelle Hepburn, Director of Finance, was present to review the FY 16 budget.

Eric Deike, Director of Public Works, discussed the Public Works budget. He reported total operation expenses (excluding depreciation) increased by 7.9% from the FY15 budget compared to the budget proposed for FY16. Primarily, this increase reflects the projected COLA and step increases for all non-union staff effective in July and the negotiated increases for AFSCME 1540 members. Based on historical trends, the projections include increases in future periods as well.

Based on an economic study by Urban Partners in 2014, a future need for a third parking deck may occur through the development of new retail office space in the downtown (Catalyst Project #1). The projections include the assumption that this parking deck would be completed and operational for half of FY20. The revenue calculation is

based on 50% utilization of 250 available spaces in the new deck for a portion of the year in FY20. The estimations for the third deck revenue also include usage being primarily composed of daily rates and not monthly rentals of group spaces based on current development around the City. Additionally, new parking deck expenses and fees are included in the projections and are based on average expenditure trends reflected in the existing two decks. With the inclusion of a third parking deck, it is anticipated that there will be a deficit in FY20 which will begin to deplete the Parking Fund cash balances.

Ms. Hepburn noted the projections include improvements to the A & E Deck. The equipment, which was installed in 2007, needs to be replaced.

Councilmember Munson stated the poles at the turns in the University Deck need to be replaced. He asked why a few spaces on the first floor are blocked off. Mr. Deike stated plaster fell in the area of these spaces and staff is determining if more is loose. When the repair is made, the spaces will be opened.

Councilmember Brubaker pointed out the debt service for a third parking deck is not shown in the projections. Ms. Hepburn indicated debt service would be shown in the first full year after a deck is constructed.

Mr. Deike stated overall, the parking system is doing well.

Mr. Zimmerman acknowledged that Mr. Deike and Jason Rodgers, Parking System Supervisor, have made improvements to the financial status of the parking system. New technology to accept credit cards is being reviewed.

Mr. Deike stated they are looking at a program similar to what is used in Frederick, Maryland. There is no initial cost to the City, with patrons paying online. The parking enforcement officer can look online to determine if the space is paid for.

Mayor Gysberts stated many areas in the southern states utilize private parking systems. He wondered if that would be beneficial in Hagerstown. Mr. Deike indicated the City's rates are so low it may not be provide any cost savings.

Councilmember Munson noted the fourth and fifth floor of the University Deck is not heavily used. He wondered if there are programs that could encourage people living downtown to park on these floors, rather than on the lower floors. Mr. Deike indicated there is a plan; however enforcement is a challenge.

Councilmember Nigh asked if there is a sign at the A & E Deck showing where additional parking is available if the deck is full. Mr. Deike stated that information is available on the City's website.

Michael Spiker, Director of Utilities, discussed the City's three utilities.

The total operating revenue for the Hagerstown Light Department (HLD) is

\$ 23,295,380, which includes \$ 161,868 in retained earnings.

Staffing total 31 employees, with 4 positions unfunded. There are 17,194 customers.

The HLD continues to develop the Energy Storage System (ESS) project that will connect through the system and perform PJM system reliability services, specifically voltage and frequency support. Several other companies have approached HLD staff for the same type project as discussed with Mitsubishi.

The existing Wholesale Power Service Agreement was extended for a period of two years through May 31, 2017 at a reduction of approximately 4.5%. Staff will continue to gather baseline information, utilizing consultants, legal counsel, and trade data, regarding the ownership of generation assets, offset in the renewable energy standards, or rate structures vastly different from the City's typical wholesale power supply contracts. If the recent practice of contract extensions is not viable, the RFP process for a new supplier will begin in January 2016 and completed in late fall of 2016 so that supplier bidding on the load requirement can be accomplished through PJM.

Mayor Gysberts pointed out that HLD customers enjoy rates that are about half the national average.

Mr. Zimmerman noted that a rate comparison table for all utilities is shown in Section 4 of the budget.

Councilmember Brubaker pointed out that about 3,000 city residents are not HLD customers. He asked if it is possible to add these customers to the HLD service. Mr. Spiker stated the City has offered to purchase these territories from Potomac Edison repeatedly. Potomac Edison has shown no interest in selling the territories.

Councilmember Nigh asked if the 4 unfunded positions create a shortage of services. Mr. Spiker indicated existing positions are able to provide full service to customers. If there is an increase in the economy, he may request that these positions be funded.

Ms. Hepburn stated there is a full list of unfunded positions in Section 1 on page 76.

Mr. Zimmerman noted funding for the roof replacement at the HLD building is included in the recent bond issue.

Total operating revenue for the Wastewater Division is \$ 12,463,167, which includes an \$ 85,624.00 decrease in retained earnings. Staffing total 46 employees, with 2 positions unfunded. There are 19,320 customers. On July 1, 2015, rates will increase by 4% for both inside and outside customers.

The Synagro Pelletizing Operation ten year contract expires in 2021 and is funded through FY19 at \$ 4.2 million. Phase I of the five year project is a design/build project being managed by Synagro and involves the conversion of an existing digester tank

currently not in use to a 2nd thickened sludge storage tank. The plan currently has no back up tank to store thickened sludge for the pelletizing facility. A feasibility study is also being done to determine if the existing fermenter tank can be used as a gravity thickener for sludge since the plan currently has no alternative method to thicken sludge other than the existing 30 year old Dissolved Air Flotation (DAF) process.

Phase 2 will address the drum dryer, sludge dewatering and odor control within the facility. Synagro is currently developing a budget, project scope and schedule, and the project is expected to be starting in the summer of 2015.

Total operating revenues in the Water Division are \$ 11,422,520, with a \$ 102,359 increase in retained earnings.

There are 51 employees, with 4 positions unfunded. There are 28,368 customers. On July 1, 2015, rates will increase by 2% for both inside and outside customers.

The R.C. Willson Transmission Main Replacement is budgeted at \$ 13.25 million through FY 20. Phase 2 will entail the design and construction of two 36 inch mains along Bottom Road to the east side of the Conococheague Creek. Phase 3 of this project is the design and engineering requirements to extend the main to Governor Lane Boulevard.

The Edgemont Reservoir Project is budgeted at \$ 1.25 million through FY20. Triad has secured the required permits from MDE Dam Safety to install the additional monitoring wells with the anticipation of receiving the resistivity study report in June. Once the resistivity study is complete, staff may consider a hydraulic study to look at the viability of a ground water supply at the Breichner Plant property. MDE has yet to issue the draft Consent Agreement and is likely waiting on the results of the current study before a final decision is made.

The Breichner WTP Improvement project is budgeted at \$ 3.35 million through FY20. The funding package has been submitted to MDE for the Breichner Plant upgrade which will allow compatibility to be attained with the Willson WTP processes. At Willson, work will continue on the development of Public Outreach material for the conversion to Chloramination in July. The ammonia system has been tested using water but cannot be utilized until the ongoing loop study is complete and the corrosion inhibitor is selected and approved.

Councilmember Munson asked for a four year comparison of overtime costs for both the Water and Wastewater Divisions. He would also like to know what the turnover rate is for both Divisions. He wondered why employees have to stand in the cold and break ice when there is an ice melting device that could be used.

Mr. Spiker indicated this is a turbidity issue which changes the potibility of the water. Councilmember Aleshire stated another issue is not being able to flush the lines to change the turbidity.

Councilmember Aleshire would like to know the average age of the workforce. He understands certifications take time. Mr. Spiker pointed out 40% of the Wastewater Operators could retire now.

Additional budget discussions will be held during the next several meetings.

CITY ADMINISTRATOR'S COMMENTS

Bruce Zimmerman, City Administrator, clarified that a Budget Work Session will be held on Tuesday, April 28, 2015 beginning at 4:00 p.m., followed by the Regular Session at 7:00 p.m.

MAYOR AND COUNCIL COMMENTS

Councilmember L. C. Metzner reported the last couple of days have been busy and productive for the Mayor and City Council

Councilmember P. M. Nigh thanked Public Works employees for assisting the Hagerstown Housing Authority with removal of a large bush on South Potomac Street. She asked for an update of the status of two properties on South Prospect Street. Mr. Zimmerman informed the group this will be on the agenda for next week. She wondered who will be painting the sheds at Fairgrounds Park. She stated there have been homeless people in the stairwells at the University District Deck. There have been problems with the elevator there as well. Mr. Zimmerman stated these items will be checked. She wondered if there can be a moratorium placed on Section 8 Housing in Hagerstown. She met with Tim Thompson, who wants to place Veterans banners around Hagerstown, and determined where banners could be placed. She provided a drawing of the locations. The banners Mr. Thompson is proposing are the same size as the existing banners.

Councilmember K. B. Aleshire congratulated William Wivell on his appointment to the House of Delegates. He noted the Maryland Theatre is a good draw for people to downtown. He applauded the efforts by law enforcement personnel to apprehend the individual involved in a shooting in Williamsport.

Councilmember M. E. Brubaker walked the proposed A & E Trail and believes it will be challenging. He talked with two groups over the weekend who remarked who great Hagerstown is.

Councilmember K. B. Aleshire asked that a public session include an update of the MELP property and what is occurring there. He noted the ruling from the Police and Fire Union lawsuit regarding the petition/charter amendment was made this week. The judge ruled that the City must either include binding arbitration in the City Charter or place a referendum on the next general election. He stated it is not good to take the legislative process out of the hands of elected officials and pass it to a group that does not have an interest in the welfare of the jurisdiction. He was elected to make decisions.

Mayor Gysberts stated the decision is silent on the Mayor's right to veto any ordinance presented regarding binding arbitration.

Councilmember Aleshire and his family ate dinner downtown last week and it did not cost more than eating at the Valley Mall. His children played in University Park and enjoyed themselves.

Councilmember D. F. Munson and Councilmember Nigh attended the Hagerstown Housing Authority board meeting last week where they announced a significant effort to get rid of bed bugs. The main issue is lack of cooperation from the tenants. He believes the new administration is serious about eliminating bed bugs. Home sales are increasing at Collegiate Acres.

Councilmember Munson asked that metal tree boxes be installed around the trees on N. Locust Street, near Burkett's Deli. He is requesting a total of six boxes and the cost is estimated at \$5,000.00. These tree boxes would keep dogs out of the grass area around the trees. Tree boxes would improve the appearance of N. Locust Street. He asked that other Councilmembers support his request.

Mayor Gysberts thinks additional clean up dispensers in the area may help as well.

Councilmember Brubaker wondered if other streets have the same issue. Councilmember Munson stated 30% of Burkett's customers are from out of town and it is important to provide visitors with a pleasant experience.

Councilmember Aleshire suggested putting Councilmember Munson's request on a Mayor and Council agenda.

Mayor D. S. Gysberts 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 5:46 p.m.

Respectfully submitted,

Original signed by D. K. Spickler

Donna K. Spickler
City Clerk

Approved: May 26, 2015