

**RIO DELL CITY COUNCIL
REGULAR MEETING
AUGUST 1, 2017
MINUTES**

The closed session/regular meeting of the Rio Dell City Council was called to order at 5:30 p.m. by Mayor Wilson.

ROLL CALL: Present: (Closed Session) Mayor Wilson, Mayor Pro Tem Johnson, Councilmembers Garnes and Strahan, City Manager Knopp and City Attorney Gans

Absent: Councilmember Marks (excused)

Present: (Regular Meeting) Mayor Wilson, Mayor Pro Tem Johnson, Councilmembers Garnes and Strahan

Absent: Councilmember Marks (excused)

Others Present: City Manager Knopp, Finance Director Woodcox, Interim Chief of Police Beauchaine and Water/Roadways Superintendent Jensen

Absent: Community Development Director Caldwell and City Clerk Dunham (excused)

CLOSED SESSION

The Council recessed into closed session at 5:30 p.m. to discuss the following matters:

Conference with Labor Negotiator – City Manager. Employee Organizations: Rio Dell Employees Association, Rio Dell Police Officers Association and all Contract Employees (Pursuant to §59457.6 of the Government Code)

Public Employee Performance Evaluation – Title: Chief of Police (Pursuant to §59457 of The Government Code)

Conference with Legal Counsel – Anticipated Litigation – Significant Exposure to Litigation (Pursuant to paragraph (2) or (3) of §59459.9) One matter to be discussed. The matter concerns a submitted claim for inverse condemnation allegedly arising from damage caused by flood and/or surface water control facilities.

The Council reconvened into open session at 6:30 p.m. Mayor Wilson announced that with regard to Closed Session Agenda Item No. 0801.02, the Council unanimously determined a qualifying condition for payment of severance to Chief Graham Hill pursuant to Section 4 of the existing employment agreement with Councilmembers Garnes, Johnson, Strahan and Wilson voting in favor.

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City Manager Knopp made an announcement for the benefit of the public that Agenda Items 0801.16 and 0801.18 related to Personal Cannabis Cultivation Regulations and Prohibiting the Sale of Recreational Cannabis were removed from the agenda and rescheduled for the August 15, 2017 regular meeting. He noted that a staff member was ill and unable to present these particular items.

CEREMONIAL MATTERS

Moment of Silence and Declaration to Lower the Flag to Half-Staff in Memory of Dennis Wendt
Mayor Wilson announced the recent passing of Dennis Wendt who was a dear friend and advisor to the City and declared that the flag be lowered to half-staff for a half day on Wednesday, August 2, 2017 in his honor pursuant to the City's Flag Protocol Policy.

Councilmembers expressed appreciation for the many contributions Dennis made over the years on behalf of the City and the citizens of Rio Dell.

Nick Angeloff noted that Dennis was always an advocate for the Chamber of Commerce and anytime they asked for anything he was eager to help.

Mayor Wilson announced a memorial service would be held on August 13th at Fortuna Union High School at 2:00 for anyone who would like to attend and called for a moment of silence in his memory.

Proclamation Acknowledging and Thanking Graham Hill for his Service to the Citizens of Rio Dell

Mayor Wilson read a Proclamation acknowledging and thanking Graham Hill as the former Chief of Police, Law Enforcement Officer and three-time Interim City Manager between the years of 1995-2017.

Reading of the Proclamation was followed by a long round of applause from the public.

Graham thanked everyone for coming and said it has been an amazing 22 years with his career with the City ending with the best group of people ever, including the current City Council. He added that he was honored to receive the Proclamation.

Mayor Wilson invited councilmembers and members of the public to comment.

Mayor Pro Tem Johnson thanked Graham for assembling a strong police department and commented that Rio Dell is a safe city as the result of the Chief and his officers. He jestingly added that this is a sad day for him as he just lost his favorite police office.

Ralph Roberts took the opportunity to announce his retirement from Dentistry and said there is a new dentist that will be taking over his practice. He thanked the Police Department and the City Council for maintaining law and order in the City and said it was a privilege not only to

serve on the Council for 12 years but to be a respected professional in the community and live in such a great place.

Jeff Conner commented that he was employed as a police officer in the City from 1993-2002 and actually had the opportunity of being Graham's training officer for a period of time. He said they shared a number of trials and tribulations and became good friends; considering him to be one of his closest friends. He added that it was an honor to be here and wish him luck in the future. He thanked the Council for proclaiming him "Police Officer of the Day."

Rick Parsells said he actually met Graham and Jeff on the receiving end of law enforcement but fortunately changed his life after that. He said he owes Graham a lot and hopes there is a lesson learned about hiring local.

Maggie Fleming, Humboldt County District Attorney stated that it was a pleasure working with Chief Hill on a professional level and that he did a tremendous job for the City. She said she really appreciated the fact that he had no problem reaching out to their office if there was somebody he was concerned with making sure they were aware of a potential community problem with a particular individual. She expressed appreciation for his numerous years of service in law enforcement and the remarkable police force he developed. She noted that the officers come by their office frequently with search warrants and questions and added that it has been great working with Graham and the department and wished him all the best in any future endeavors.

Nick Angeloff commented that he does a lot of traveling and most everybody he has met know that when you come to Rio Dell you can walk down the street and say hello and shake the hand of a police officer referring to an atmosphere here that the rest of America strives to achieve.

Mayor Wilson noted that one of the things that make him feel safe is the quick response time of the police department.

PUBLIC PRESENTATIONS

Nick Angeloff provided a brief update on Chamber of Commerce activities and said they are moving along with the Christmas decoration cutouts.

He also reported on a conference call that he had along with Mayor Wilson with a group from Washington, D.C. and said that there is a very strong interest in creating a medical research facility at the Humboldt Rio Dell Business Park of a significant scale. He said that some of the folks in D.C. would like to bring in parents of children who are being treated with medical cannabis to make a presentation to the Council at some point. He noted that there are some pretty inspiring success stories and these folks have been looking for a city focused on the medical aspects of cannabis treatment. He said there is real potential for this to work out and

asked the Council and staff to keep an open slot on future agendas for these parents to make a presentation.

CONSENT CALENDAR

Councilmember Strahan requested that Items 0801.08 (3), 08001.10 (5), and 0801.11 (6) 1347-2017) be removed from the *Consent Calendar* and placed under *Special Call Items* for separate discussion.

City Manager Knopp requested that item 0801.12 (7) also be removed for separate discussion.

ITEMS REMOVED FROM THE CONSENT CALENDAR

Approve Resolution No. 1347-2017 for the Transfer of Reserve Amounts Amending the FY 2017/18 Operating and Capital Budget in the Amount of \$52,537.88 for the Purchase of a Sewer Machine and Blower

Councilmember Strahan questioned the request for a transfer of an additional \$35,000 for the purchase of a sewer machine and whether quotes were obtained.

City Manager Knopp commented that a quote was provided but was inadvertently omitted from the Council packet.

Water/Roadways Superintendent Jensen interjected that one model was around \$60,000 and another was around \$54,000. He said he will need to go back and review the quotes as the former Wastewater Superintendent had originally obtained the quotes.

He further explained that the blower is a separate part of the budget transfer and said two of the current blower motors failed and as a result, the City had to borrow a blower until the new blowers arrived. He noted that three new blower motors were purchased with two up and running and a spare motor on the shelf.

Councilmember Strahan stated that she is opposed to approving a budget transfer for a new sewer machine without having a definite quote on the cost which was also the consensus of the Council.

Councilmember Garnes asked what the status is of the current sewer machine and how often it is used.

Water/Roadways Superintendent Jensen stated that the seals are going out on the current sewer machine and it was estimated it would cost around \$8,000 for parts and another \$2,000 for labor to repair it. He said the use of the sewer machine varies but there are occasions where it's used 2-3 times a day.

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He agreed to provide the City Manager with solid quotes for the sewer machine over the next couple of days.

Motion was made by Strahan/Johnson to approve Resolution No. 1347-2017 as amended to postpone the transfer of \$35,000 for the purchase of a new sewer machine and approving only the transfer of reserve amounts amending the FY 2017/18 Operating and Capital Budget in the amount of \$17,537.88 for the purchase of sewer motor blowers. Motion carried 4-0.

Approve Resolution No. 1346-2017 Updating the City's Investment Policy

Councilmember Strahan questioned the current balance in the Reserve account.

Finance Director Woodcox indicated that she did not have a specific figure to report but noted that there is approximately \$4.3 million in cash in the bank excluding any outstanding liabilities.

Councilmember Strahan asked for a recap of the changes in the Investment Policy.

Finance Director Woodcox reviewed the changes and said they are all very minor and was taken straight out of the California Government Code to bring the policy up to date.

Motion was made by Strahan/Johnson to approve Resolution No. 1346-2017 *Updating the City's Investment Policy*. Motion carried 4-0.

Approve Resolution No. 1345-2017 Authorizing the Investment of City Monies in the Local Agency Investment Fund (LAIF)

Councilmember Strahan asked who normally approves investment of City monies.

Finance Director Woodcox explained that the City Manager and Finance Director have always had that authority and this Resolution simply adds the names with those positions.

Motion was made by Strahan/Garnes to approve Resolution No. 1345-2017 *Authorizing the Investment of City Monies in the Local Agency Investment Fund (LAIF)*. Motion carried 4-0.

Approve Resolution No. 1348-2017 Amending and Adopting the City Master Salary Table and Ratification of Employee Contracts for the Rio Dell Peace Officers' Association, City Clerk and Community Development Director

City Manager Knopp pointed out some minor errors in the Master Salary Table in that the Records Technician position was listed twice; once under the Peace Officers Association table and again under the Rio Dell Employees Association table. He noted that the position listed on page 3 of the Peace Officers Association MOU under Article V – Compensation would need to be removed since that position is not a sworn law enforcement position.

The next correction on the same page of the MOU was corrected to read "If an employee is rated below this standard, the employee shall be re-evaluated at ***the***" six month interval for reconsideration of a step increase."

The last correction was under Article VI – Fringe Benefits – (14) Military Leave (D) with the request to strike the words “separation of employment”.

City Manager Knopp said staff’s recommendation is to approve the Resolution with the minor modifications as noted.

Motion was made by Johnson/Garnes to approve Resolution No. 1348-2017 *Amending and Adopting the City Master Salary Table and Ratification of Employee Contracts for the Rio Dell Peace Officers’ Association, City Clerk and Community Development Director as amended.* Motion carried 4-0.

Motion was made by Johnson/Garnes to approve the remaining consent calendar items including approval of minutes of the July 18, 2017 regular meeting; approval of Pay Request No. 5 to Wahlund Construction in the amount of \$215,049.63 for work related to the Metropolitan Wells Project; and approval of a Letter of Opposition to SB 679 and authorizing the Mayor to sign. Motion carried 4-0.

SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

Draft Scope of Services between the City of Rio Dell and Dan McCauley, Dan’s Custom Metals related to Wildwood Avenue Sculpture Exhibit

City Manager Knopp provided a staff report and said staff prepared a draft Scope of Services between the City and the Artist, Dan McCauley based off of discussions and tentative agreement between the Sculpture Committee, the City Council and Mr. McCauley. He asked the Council to review the scope, make any suggested changes and provide staff direction on how to proceed. He noted that no funding sources have been identified for the project at this time and that Dan McCauley was present to answer any questions the Council may have.

Councilmember Garnes questioned the responsibility of the artist with regard to repair of the sculptures and whether there should be an actual expense amount identified.

Mr. McCauley noted that in the original Sculpture agreement an amount of up to \$500 was mentioned which he was in agreement with. He said with regard to the current Scope of Services everything is acceptable and said he has no problem helping out with installation of two additional pedestals.

Councilmember Strahan referred to the Responsibility of the City under the draft Scope of Services which states that the City agrees to pay the artist a one-time payment of \$4,000.

City Manager Knopp explained that the idea is to get a contract in place so at such time funding becomes available the project will be ready to move forward. He said the agreement will not be executed until the City Council agrees to commit to paying the \$4,000 or alternative financing is in place.

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Councilmember Strahan opposed the use of any General Fund dollars to fund the project and agreed that there should be more than one artist displaying art. She suggested Mr. McCauley be allowed to display art on two of the pedestals, leaving the other two for other potential artists. Also, with regard to the four renderings that were presented she really liked the bear and elk but thought the owl sculpture would be in poor taste for this community.

Mayor Pro Tem Johnson reminded the Council that at the end of 5-year agreement, the four sculptures on display at that time will remain as property of the City. As such, what the City is essentially doing is purchasing four sculptures for \$4,000 and getting delivery of them in the meantime.

Councilmember Strahan referred to the option that allows the artist to sell the sculptures on display after 90 days and asked if he would then be asking the City for more money to replace them.

Mayor Wilson clarified that the \$4,000 is a one-time cost and the artist can sell a sculpture provided the sculpture is replaced with another one at the time of sale.

City Manager noted that the City will be committing to construct two additional pedestals and staff will come back to the Council once the design and cost is established.

Mayor Wilson commented that the idea of the Avenue of the Sculptures was to get several sculptures placed along the gateway and hopefully the placement of the first four will inspire more artists to come forward. He said it seems like this is a good starting point and hopefully grant funding can be secured without the use of General Fund dollars.

Mayor Wilson called for public comment on the Draft Scope of Services. No public comment was received.

City Manager Knopp suggested the Council direct staff to authorize the City Attorney to review and edit the Scope of Services as necessary and direct the City Manager to execute the Scope of Services pending identification of funding and further consultation with the City Council.

Motion was made by Wilson/Garnes to approve the recommendation of the City Manager as stated. Motion carried 3-1; Councilmember Strahan dissenting.

Discussion and Analysis of Wildwood Avenue Median Trees

City Manager Knopp provided a staff report and said staff consulted with Doug Deppe, a landscape architect with Miller Farms Nursery to provide an analysis of the trees in the center median on Wildwood Ave. from Davis St. to the North 101 off ramp. He said he came down and took a look at the landscape area and from that drafted a letter with a preliminary analysis of the situation.

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In the analysis he did not recommend replanting any trees in that particular area of the median due to the depth of the topsoil and the compacted river base underneath. He indicated that the care needed for the existing trees in this section of the median is excessive and costly.

Potential alternatives were presented including modifying planters by digging 9' x 9' tree planters 3-5 feet deep, mixing in topsoil and mulch to allow trees to grow larger with less care and water. Also, root liners could be added on the sides to conserve water. It was noted that grass could remain between the planters or removed and replaced with cobble rock which would reduce maintenance and costs of fertilization, mowing and watering.

The other option was to plant trees that could grow with little topsoil such as Cypress or Palms.

City Manager Knopp provided a handout with a map of the City with potential locations suitable for planting trees. Some of the options included City Hall, Memorial Park or the City owned parcel at 93 Monument Road.

He said another option would be to gift the trees to perhaps the Fire District to plant at Fireman's Park or the Rio Dell School District.

Mayor Wilson questioned the number of trees agreed by Root 101 to be replaced.

Councilmember Garnes commented that five trees were cut down with removal of the median strip and Mr. Smith agreed to replace all five of those trees.

City Manager Knopp said staff believes the best option would be to donate five trees of their choice to the School District.

Mayor Wilson said another thought would be to replace the trees that died on the south end of the gateway with the same variety.

City Manager Knopp stated that it was not included as an option because of the areas needed potentially for additional art pedestals.

Councilmember Garnes supported the idea of trees planted in large planters within the gateway.

Councilmember Strahan thought the original plan was to dig up the existing trees and replant them in another location and supported leaving the existing trees alone and donating five trees to the School District.

Councilmember Garnes suggested putting off any decision regarding the trees for a week or two to allow the Council and the Planning Commission to look around the City for potential locations to plant the trees rather than decide now to simply give them away. She pointed out that they were part of the City's Gateway Project and funded by a grant and play an important

role in providing a first impression of the City when coming into town. She said if after looking around town more closely and it is determined there really isn't suitable locations on City property then perhaps donate them to the School.

Mayor Wilson called for public comment on the issue.

Nick Angeloff made the suggestion of perhaps donating fruit trees to be planted at the Community Garden which is undergoing renovation.

Julie Woodall stated that she would like to see trees replaced along Wildwood Ave. or perhaps on City Hall property because the idea of the grant was for beautification of the City's Gateway. She said if it ever comes down to where no one can agree on a location then maybe another option could be that Mr. Smith contribute to installation of the pedestals for the sculptures.

Sharon Wolff commented that the City has a history of having unfortunate tree choices in where they are planted and possibly in the varieties of trees chosen. She said there were trees in the Gateway that were vandalized and replaced with trees that are now 15 years old yet still very small. She added that there was an attempt to plant trees at City Hall in the past and that didn't work out well. She said hopefully the City will consult with professionals regarding the variety of trees chosen. She added that she personally likes the trees and encouraged the Council to bring back the greenery.

Motion was made by Garnes/Strahan to table the item for at least two weeks to allow the Council and the Planning Commission to explore possible suitable locations to plant the trees.

Mayor Wilson agreed and said he would like the Council to take some time and do the right thing. He noted that summer is not the best time to plant trees so the Council is not tied to a time limit as far as making a decision now. He said due to the sensitivity and feedback on the issue he would like to see the Council take the time even it takes longer than two weeks.

Motion then carried 4-0.

Recruitment for Chief of Police

City Manager Knopp provided a staff report and said as the Council is aware, the City will be recruiting for a new Police Chief. He said under the Rio Dell Municipal Code, it states that the City Manager shall appoint a Chief of Police after coordination and confirmation of the City Council to serve in compliance with existing law, ordinance, City Personnel Rules and a services contract or memorandum of understanding.

He said the next step staff intends to undergo is to do an open recruitment and gather applications for the position. He advised the establishment of an adhoc committee to work with the City Manager and at appropriate intervals, bring it back to the Council. He said it

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would be appropriate to assign the task to the existing Labor AdHoc Committee with the other option to form a new committee.

City Manager Knopp further explained that the plan is to begin with a local recruitment process and work with the AdHoc Committee to review the applications. If the committee is unsatisfied with the applications the method for recruitment could be altered or the City could elect to hire a recruitment firm to assist in the process.

Mayor Wilson supported establishment of a separate AdHoc Committee with himself and another Councilmember who is not on the Labor AdHoc Committee which would be either Mayor Pro Tem Johnson or Councilmember Strahan. He said the Committee would work with the City Manager in reviewing the applications then bring the top candidates before the City Council as a whole for interviews.

He was not in support of hiring a professional recruitment firm at a likely cost of \$25,000 and was in support of hiring locally if possible.

Mayor Pro Tem Johnson commented that historically the City Manager has approved the appointment of department heads with confirmation of the City Council rather than putting the decision in the hands of the Council. He said he prefers that method because department heads are basically employees of the City Manager so he should make that decision rather than the City Council.

Mayor Wilson noted that various methods have been used for the recruitment of department heads and noted that the City Manager was involved in appointment of the Finance Director, an outside recruitment firm was used in recruitment of the City Manager and it has been 20 years since the recruitment for a Chief of Police. He said he likes the idea of an AdHoc Committee and believes it is in the purview of the City Council to have involvement in the process.

Councilmember Strahan supported the idea of an AdHoc Committee and pointed out that the City Manager has a lot on his plate and will still be involved in the process.

The consensus of the Council regarding formation of an AdHoc Committee was unanimous.

The question arose regarding who would make the final decision on the selection of a Chief of Police; the City Manager or the City Council.

Mayor Pro Tem Johnson suggested waiting to make that decision until there is a full council present. The Council concurred.

Mayor Wilson and Mayor Pro Tem Johnson were appointed to the AdHoc Committee for recruitment of the Chief of Police.

ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

Second Reading (by title only) and Adoption of Ordinance No. 358-2017 Establishing Personal Cannabis Cultivation Regulations, Section 17.030.235 of the Rio Dell Municipal Code (RDMC)

This item was continued to the meeting of August 15, 2017.

Introduction and First Reading (by title only) of Ordinance No. 360-2017 Establishing Chapter 15.25 of the Rio Dell Municipal Code (RDMC) to Establish Expedited Permit Procedures for Electric Vehicle (EV) Charging Stations

City Manager Knopp provided a staff report and explained that AB 1236, adopted in October 2016, requires jurisdictions with a population of less than 200,000 to establish procedures for expedited, streamlined processes for permitting of electric vehicle (EV) charging stations. He said under this legislation, jurisdictions must adopt an ordinance for this process on or before September 30, 2017. The ordinance must include a requirement to adopt a checklist or guidelines of requirements with which a permit application for an electric vehicle charging station will be eligible for expedited review. He noted that staff prepared "Submittal Guidelines" which are included as Attachment 2 to the draft ordinance.

City Manager Knopp added that the City already has some of the fastest permitting processes in the State and this is basically just a formality.

Mayor Wilson opened a public hearing to receive public comment on the proposed ordinance. There being no public comment, the public hearing closed.

Motion was made by Johnson/Strahan on the introduction and first reading (by title only) of Ordinance No. 360-2017 Establishing chapter 15.25 of the Rio Dell Municipal Code (RDMC) to *Establish Expedited Permit Procedures for Electric Vehicle (EV) Charging Stations and to continue consideration, approval and adoption of the proposed ordinance to the meeting of August 15, 2017.* Motion carried 4-0.

Introduction and first Reading (by title only) of Ordinance No. 361-2017 Prohibiting Recreational Cannabis Sales, Chapter 5.40 of the Rio Dell Municipal Code (RDMC)

This item was continued to the meeting of August 15, 2017.

REPORTS/STAFF COMMUNICATIONS

City Manager Knopp distributed a written City Manager Update of recent activities and events (Attachment 1 to these minutes) and announced the August 13th date for the Memorial Service for Dennis Wendt; announced the next ATP Safe Routes to School project open house as September 13th; reported the State Housing & Community Development Department approved the City's request for extension of the Architectural Barrier Removal (ADA City Hall Porch Project); reported the Metropolitan Wells Project was nearing completion with the substantial completion date scheduled for August 31, 2017; and provided an update on the Track & Trace Program.

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Mayor Pro Tem Johnson questioned the start date for the ADA Porch Project.

City Manager Knopp reported that no start date has been established as staff is still awaiting execution of the contract by the contractor. He said the good news is that HCD is being very cooperative with regard to the extension.

Mayor Wilson questioned the status of the City's new website.

City Manager Knopp said the website is in a soft open phase. He noted that it is up on the internet but hasn't officially been released to the public pending the upload of additional documents. He said hopefully it can be fully launched by the end of the month.

Councilmember Strahan asked for clarification on the open house at the school on September 13th.

City Manager Knopp explained the purpose of the open house is to review the Active Transportation Plan (ATP) project and receive citizen input. He noted that plans will be available for review at the open house.

Councilmember Strahan also asked why the County opted to go with a track and trace program separate from the State program.

City Manager Knopp explained the cultivators and everyone else involved in cannabis activities will still have to be part of the State system so they will have two Track and Trace systems. The reasoning behind moving forward with SICPA has to do with branding with the thought that the "Humboldt" name is a marketable resource and the County needs to do everything possible to promote that branding in order to create a niche in the market. He commented that the fees are all paid by the businesses. He said one of the concerns is that the State isn't necessarily looking out for the localities and certainly not looking at branding identifiers and they will get lost in the bar code.

Finance Director Woodcox reported on recent activities in the finance department and said it was business as usual. She was happy to report that 200,000 sheets have gone through DocStar and stored digitally which is fantastic especially when the auditors come. Also, she said when she first came here the City did not accept debit/credit cards and that probably 10% of payments coming in are paid with cards which is very helpful because a lot of time it avoids customer's accounts going to collection. She clarified that there is no cost to the City for using GovTeller since the customers absorb the 3rd party fee.

Interim Chief of Police Beauchaine reported on recent activities in the police department noting the department is running smoothly with the transition of Chief Hill leaving and overall things are pretty quiet.

Water/Roadways Superintendent Jensen reported on recent activities in the public works department and said things are also pretty quiet in public works and they are basically trying to keep things going with the limited staff. He said he was really looking forward to the two new employees coming on board to help out.

COUNCIL REPORTS/COMMUNICATIONS

Mayor Pro Tem Johnson commented that both his and Councilmember Garnes terms will be expiring in November 2018 and since they both serve as the City's representatives on the League of California Cities Board he would like the other Councilmembers whose terms are not expiring to at least become familiar with what the League does. He said there is a golden opportunity on August 18th to attend the quarterly meeting in Fortuna at the River Lodge which includes a dinner at the river Lodge. He said this is a great opportunity to see what they do and encouraged Councilmembers to attend.

Councilmember Garnes agreed that the League of California is a really good resource for the City as well as Councilmembers.

ADJOURNMENT

Motion was made by Johnson/Garnes to adjourn the meeting at 8:20 p.m. to the August 15, 2017 regular meeting. Motion carried 4-0.

Frank Wilson, Mayor

Attest:

Karen Dunham, City Clerk