MINUTES OF THE CITY COMMISSION WORKSHOP
TUESDAY, JULY 26, 2016

The City of Leesburg Commission held a budget workshop Tuesday, July 26, 2016, in the Commission Chambers at City Hall. Commissioner Robuck called the meeting to order at 5:30 p.m. with the following members present:

Commissioner John Christian
Commissioner Elise Dennison
Commissioner Dan Robuck
Mayor Pro-Tem Bob Bone arrived at 5:35 p.m.

Mayor Jay Hurley was absent. Also present were City Manager (CM) Al Minner, City Clerk (CC) J. Andi Purvis, City Attorney (CA) Fred Morrison, the news media, and others.

Commissioner Christian gave the invocation followed by the Pledge of Allegiance to the Flag of the United States of America.

GENERAL FUND (CONTINUED):

LIBRARY

Commissioner Dennison asked if the city has any part of the café, or if that is strictly Beacon College. CM Minner stated Beacon runs and manages it and the city does receive a revenue. Library Director (LD) Lucy Gangone stated it is $750 a month.

GENERAL FUND CASH RESERVES:

CM Minner stated reserves is seeing some good growth and this number will be discussed more in the Venetian Gardens workshop.

Commissioner Robuck asked if we considered using any of it to pay down the debt. CM Minner thinks that is a consideration the Commission may want to do, but if we do that, he would probably point towards the 441/27 debt and we will talk a little bit about that this evening.

SPECIAL REVENUE FUNDS

GREATER LEESBURG CRA

CM Minner stated this is again pretty much a repeat of last year. We bring in about $350,000 and half of that goes to the CDC pursuant to the settlement agreement which runs the life of the CRA. The debt service, the $102,394 was a 10 year note on the Main Street improvements and grants and aids is about $50,000. Using that $50,000 for the façade, sign and landscape projects which we really have not commenced yet, but that is focusing on trying to encourage redevelopment of the downtown; the bump outs the Commission just approved would be one, signage would be one, and fixing façades would be one. It is his hope in the next couple months to bring that program to the Commission.

Commissioner Robuck asked about the 13th Street parking lot.

CM Minner stated this proposal is to pave the grassy area between Napa and 12th Street on the south side. The city owns this property and it gets a lot of parking from the Baptist Church spill over, the couple of businesses there are on the north side, Napa and Bikefest. Total estimate on that is $150,000 to pave that grassy area, bring it into a parking lot, and then do drainage improvements associated with it.

Commissioner Bone asked if going to pave a parking lot, why would we not do one of the city parcels on 6th Street around Magnolia and bring it is closer to downtown.

Commissioner Robuck stated he does not want to do a parking lot. When you look at the amount of spaces downtown, while they are not ideally laid out, he thinks there is sufficient parking and $150,000 is a lot of money to get maybe 20 spots.

Commissioner Christian stated it is kind of far and Bikefest is only once a year, so we could just throw out some grass seed. He does not want to pave for the Baptist Church or Napa overflow and thinks as a private business they should pay for their own parking lot.

CM Minner asked if that is the general sentiment of the Commission to put this one on the bubble and the Commission said yes.

Commissioner Robuck asked how much money the CRA is required to have. CM Minner stated we really do not have the 90 day requirements in the CRAs.

Commissioner Robuck would rather this Commission spend the money than a future Commission. CM Minner stated staff will come up with some other projects and one project that has been thrown out is Christmas decorations. Commissioner Robuck said that is not CRA money.

CM Minner stated there are some electric improvements he would like to see done out front of city hall and will have staff come up with a list to bring back to the Commission.

CARVER HEIGHTS/MONTCLAIR AREA CRA

CM Minner stated we really dedicated this year to making sure we get the Neighborhood Resource Center built and in the Capital outlay is $15,000 for the neighborhood signs which the Commission has talked about.

Commissioner Bone stated this is going to be way off the wall and out of the blue, but since we are talking about the Carver Heights area he has been thinking about the movement to do gardening on your own property and to sell that at a neighborhood market. His concept would be trying to help people who do not have jobs, who do not have income, and see if there was a way to designate certain areas of town that could have home businesses that would allow them to grow food, to have chickens, or have a couple goats, whatever, that could be used commercially rather than just for home. He was thinking like maybe having a market at Berry Park or somewhere to be able give people the opportunity to create their own little business, and that is particularly agricultural in type, but even to go farther and say a small home appliance repair business or some flexibility that would allow people who really need the work, have some skills,

and could be taught that they can do something from home to start a little small business. He asked what the Commission would think about something like this or if staff has thought about this before.

Commissioner Christian stated he does not know about the goats, thinks the community garden concept is very popular. One of my friends sets up a stand in Coleman and does really well, but thinks if we are going to do it, it needs to have a designated spot as opposed to saying she has a garden here or she has fruit stand there.

Commissioner Robuck said he has looked at the one in Dania Beach where the CRA helped get it started, provided the land, and it is now self-sustaining. They have a community garden, not the community garden in the sense of anyone having a plot because they were very adamant those generally do not work. They did a bunch of research and went around to all the restaurants to find out what people wanted to buy and then that is what they grew; not want people wanted to grow, but what there was a market for. The other component is they are trying to get people in community to buy fresh produce so they sell it with prices to the restaurants and then market in the community where they sell at discount prices.

Commissioner Christian requested if Ken Thomas could identify a potential parcel that the Commission can kind of look at for this type garden element.

US HIGHWAY 441/27 CRA

CM Minner stated good news, this year after re-establishing the tax year, was the first year in the history of the 441/27 CRA that there is actually some ad valorem revenue, about $110,000. Staff recommendation is to take that money and apply it to the debt.

Commissioner Christian asked about the $50,000 removed for the landscape/façade grant; was it not working or did we not get many applications?

CM Minner stated he thinks he got a little greedy with the debt money, so if the Commission wants to add that back in, we probably should do that and get this program moving. He does think going forward with the façade grant, we need to have those monies in the 441/27 corridor, probably even more so than the downtown corridor.

DISCRETIONARY SALES TAX
$1,956,474

Spent on:
1) Emergency vehicles – that gets transferred back to the Fleet fund
2) Debt services - covers the Library, the Gym, and the Police Station
3) Capital projects

GAS TAX
$1,032,426

1) General fund to fund maintenance activities in the Streets division

2) Road resurfacing program

BUILDING PERMITS

Commissioner Dennison asked if going to add any personnel to the building department and CM Minner replied yes; one Building Inspector and two Administrative support positions.

Commissioner Christian asked if staff has thought about handling some stuff electronically, so say if someone is out of town they could email plans in and not have to bring paper documents to the building office.

CM Minner stated Mike and Jim have been looking at some of those proposals, and he thinks Tino has also been in on some of that with upgrading computer systems. We do not have anything formal to report this evening.

HOUSING ASSISTANCE

This is the NSP money.

Commissioner Robuck asked if staff ever heard anything back from the county on the money that we did not vote to take.

CM Minner stated he did not have the answer and asked for time to follow up on that.

Commissioner Christian asked about the listed salary of $28,787 and about the contract services.

CM Minner replied the salary is our temporary full time administrative position; basically Ken's assistant. The contract services are wrap around services, educational and informational things, and loan assistance programs.

DEBT SERVICE
$2,532,200

CAPITAL PROJECTS
$1,647,000

Projects identified as projects to be accomplished this year:
Public Works:
Road Resurfacing
Sign Replacement
US Highway 27 LHS Median
Road Rebuilds – 9th & Dixie intersection
3rd Street Restrooms Re-roof
Relocate PW Ground Building – Palmetto / 2nd Street corridor
13th Street Parking Lot – will reshuffle this out and bring back some other proposals
Shelter Replacements

City Hall Elevator Renovations

RECREATION:
Rails to Trails

Commissioner Christian asked of the Public Works ground building, the old metal building, if relocated could we sell the property.

CM Minner thinks that corridor is an area where A) we could market and sell it; B) it could be a corridor where we want to put some type of public facility; C) where we want to have that link we have talked about from Main Street to Venetian Gardens; or D) if we got rid of that facility, it could be an area that we could sell and market it for some type of redevelopment that will then attract more development and growth to the downtown area. What would be left is LakeFront TV, the Communications building and shuffle board courts.

Commissioner Robuck likes moving it, but would want to go straight ahead and sell it instead of holding it and hope something happens one day. That is a good area for some townhouses.

Commissioner Bone stated on the rails to trails, another bad road crossing on the trail is going across 27 and Main, and asked if anything can be done there.

Public Works Director (PWD) DC Maudlin stated there is currently a study ongoing with 27, a complete street study, and we have specifically talked about that trail crossing and how that could be improved through an actual crosswalk with a marked cross walk, signal lights, and stuff like that. He thinks we need to wait for the study to be completed to see what they figure out can be done and once they come up with a plan it may be, we want to pull it out of the project and just do that one particular small piece.

Commissioner Christian asked what shelters are being looked at for replacement and how many for the $60,000.

PWD Maudlin stated that amount will probably produce three shelters. Right now working on the shelter just to the north of the new playground and are also looking at Fountain Lake as those shelters could be upgraded.

<u>ENTERPRISE FUNDS:</u>

GAS

Continues to be a Solid performer.

Commissioner Christian asked if on the meters, will this complete all the meter installs.

Gas Director (GD) Jack Rogers replied yes, all the ERT installations with the automatic meter readers.

CM Minner stated the two big notes he wants to bring to the Commission's attention in the Gas fund is the Kristen Court payment of about $900,000 a year is wrapped up into this number and after FY 17 that goes away so that is going to free up about a million dollars of cash in the Gas fund. In addition to that number, this is another big reserve number here and Jack always sweats when you talk about this, but back to our purpose is we want to have publically owned utilities that provide quality service, want to have publically owned utilities with a competitive rate, and then after we achieve those things, whatever cash is available, we want to be wise about how we use that to improve our community.

Commissioner Christian stated just to throw out a little wrinkle, you talk about the gas and the general funds and the cash when talking about Venetian Gardens, which is great and wonderful, but he would like to see some of this used for the neighborhood center in Carver Heights, which is probably one of our most problematic areas. Let's try to do some improvements in those communities as well since we have cash, just not say here is three million dollars for Venetian Gardens, but maybe take $75,000 or $100,000 and do something whether it is additional police services or sidewalks. He received a telephone call from a young lady who said on Center Street the kids are having to walk in the street because the grass is so high they cannot use the sidewalks. So, while he knows it is great to do Venetian Gardens, we just pumped a whole lot of money with shelters, a new playground, and that is great, but if we have extra funds let's not bankrupt the CRA and say now you guys are stuck for the next year and a half because we just took all your cash. He would like staff to go back and look at the total Leesburg; Stock subdivision has major sidewalk and infrastructure issues, and he just wants to make sure we look at some areas of our city that are suffering and need some additional improvements.

CM Minner stated he is trying to bring the feedback from five different people and those who come into his office, and knows at the end of the day it is the Commission who controls where this cash is spent. In the two and a half years he has worked for the Commission, the areas we have blended together with that feedback and brought back to the Commission as dictated is we have continued to make improvements in the Carver Heights area with the CRA monies and these type things and other areas have noticed that the Commission, on a grander scale, has talked about the Venetian Gardens improvements. Another top priority is the west Main Street corridor improvement and we have talked about how we need to improve that corridor with landscaping, perhaps get that electric underground, get the ditches filled in and get the western part of Main Street looking and attracting people from the Villages to bring relief to the community. On that same token, he thinks the east Main Street corridor needs to be looked at; we have done a great job on Main Street from 27 to Canal, we just talked about going from 27 out west, and we need to look at the corridor from Canal out to 441. Right there on those three projects is probably about 20 million dollars and he thinks we are in a good position to do somethings that are healthy.

Commissioner Bone thinks we have a serious issue with our schools in Leesburg and our students. He thinks whatever money is spent on Venetian Gardens or anywhere else, if our school problem does not get fixed, we are not going to attract the businesses to town that are going to bring the jobs and it is not just about that; it is about our kids. Two schools, Leesburg Elementary and Beverly Shores Elementary School, have very serious

problems. Out of 2010 schools, Beverly Shores is ranked about 1700 and Leesburg Elementary is 1800; way at the bottom of the schools in the State of Florida for elementary. He does not know the answer and does not just say throw money at it, but thinks this is a problem we need to address and not sit back on. He knows some say we do not have anything to do with schools, that is a school board problem to deal with, but he thinks it is a city problem, it is a community problem, and it is our kids. He spoke with a retired teacher from New York and they started talking how she substitute teaches, and she said Beverly Shores Elementary is the worst school in the State, but at least of Lake County, and said she will never go back to that school to teach again. She was to be there a week, but stopped early because the students struggle; the ones who want to study cannot because other kids disrupt the class, throw things, and they cannot get work done or learn. He is not blaming this the teachers or the school board, but there are things going on, whether it is absentee parents or the kids not getting their attention. If we have five million dollars to spend at Venetian Gardens and just sit here looking at how students are struggling in Leesburg; dropping out of school, not getting well educated, then we are just perpetuating a cycle here in Leesburg where kids are not getting the education they should and he feels guilty about that. He does not know the answer, but if we are talking we have some extra money and we have capital projects that we can do, which he thinks is great and supports, but he cannot sit here and just be quiet about what is happening to our kids and the effect it has on our businesses.

Commissioner Christian thinks that came out in the education seminars they were having and actually with the new Salvation Army in town, we did try to partner with them. The Boys and Girls Club is going through something, but you have groups in town that have access to the schools and the students. Captain Parker emailed him, in a group email, that he was walking and talking to two kids when one said I do not like the Police and walked off right in the middle of the conversation and Commissioner Christian thinks it is a respect issue that we need to teach. He agrees with Commissioner Bone and thinks there is something we can do that we talked about in west Leesburg, the Ditch Witch building is for sale, so he thinks we should be involved with who are they trying to sell it too, what are they going to do and maybe we can help with incentives because a company is going to come here and they are going to want to know what kind of schools we have. He thinks it is going to be a two-fold approach and as Commissioner Bone said, we have to make sure we are at the table doing what we can to help.

Commissioner Robuck also agrees 100% and stated he has actually been talking with some different people involved in the school system and does not know a lot about this kind of stuff, but if we have this money, what could we do for the schools. He does not have all the information yet, but one idea that came up was that the school board has talked about setting up different programs in Leesburg, but every time they want to do one in Leesburg, they want to do one in South Lake and doing that is the worst thing that could happen because the one in Leesburg is going to fail. Talking about IB magnet schools, the one in South Lake is going to succeed because parents are going to send their kids to South Lake. The school board does not have money to do any of this stuff for programs and maybe there is a scenario where we could offer the startup money with a condition that for instance, Lakeland has a fine arts magnet school, they were an F school with similar demographics to Leesburg, and they now are an A school; not just the fine arts part of the magnet, but the entire school. If we could throw some strings and say

look if we get this started you, the school board, has to give us a guarantee you are not going to do another magnet school for some period of time and let this one get established or something along those lines.

Commissioner Bone mentioned that same thing to Al and some other people and it was his understanding, by what he was told from a school board member, that it cost a million dollars to apply for the IB program with the application process. If we, as a city, can get the school board to support putting an IB program at Leesburg High School, if we will help fund that to make it happen then those are the kinds of ideas to say that we can make an investment back. Frankly, the schools here have been neglected, the students, and they have some struggles and obstacles they have to overcome that are a little different than other parts of the county with the low income we have, but if we could help, and the school board is not doing it, then he thinks we should look at those. He is waiting to see on the penny sales tax renewal, the school board had its list of why it was needed, and right at the top of the list was Beverly Shores needs a new building, a new school; he is waiting to see if that happens or not.

Commissioner Christian asked the City Manager if he will look into the magnet collaboration.

CM Minner replied yes; he will take a look at that and asked for about a month to bring back a report. He stated the quid pro quo the city would be offering would be hey let's advocate that this is here in Leesburg and Leesburg would pay the application fee.

Commissioner Bone stated he is open to the idea of whatever kind of programs are out there that are working to encourage kids to do well in school and to encourage parents or grandparents to support their kids through school and college.

Commissioner Christian stated the school board is going to have to get behind the program no matter what because we could throw cash, but if they are not behind it and say yes thank you for partnering with us, we just going to be throwing money away.

ELECTRIC

CM Minner stated we are seeing some good growth coming from the Villages with about 70 houses hooking up a day.

Commissioner Robuck stated he stills see a decrease in charges per service and asked if that is because of the rate reductions.

CM Minner replied no, most of that is labor and fuel. Even though we continue to see growth, the fuel number is down so that is why you are not seeing that tick up.

Commissioner Dennison asked if the payment to GE are on smart grid and CM Minner replied yes.

CAPITAL PROJECTS
$6,669,000

CM Minner stated this year we have put together pretty extensive capital projects list, which is a pretty aggressive plan and the first portion would be meter change outs.

Commissioner Dennison asked about the improvements at the center substation.

CM Minner stated taking down the chain link fence and putting in more of a Chicago style brick wall to screen and better secure.

Electric Director (ED) Patrick Foster stated there are some electrical improvements in that too that we have to do because of what Duke is doing.

ELECTRIC RATE COMPARISONS:

CM Minner stated one of our major goals has been to reduce electric rates. The five percent increases were back in 2012, 2013, and 2014, and for the past two years now we have been able to reduce this based on the per 1000 residential rate, which is again about 65% of our customer base. The $131 in August we are going to get that number down to $105, so that is a significant decrease and the Duke settlement monies, which by the way are a big part of the aggressive capital plan for next year, we are using about 3.5 million of that. We restructured the smart grid contract, restructured debt, have restructured some of our operating expenses, and then we have also seen a big relief in fuel, so this reduction is a lot of the things done internally. We had the five-point plan and are really seeing the benefit of that and the way we are projected this, is that we think we can hold this rate of $105 sometime into winter 2017, January. He thinks the rate is probably going to stabilize somewhere between $110 and $115 per 1000, which puts us about the Municipal average.

CASH RESERVES:

CM Minner stated between the Duke settlement and between R&R, he thinks the electric fund is in a pretty good position there to make good system improvements that help the liability of the system as well as beautify the community and hopefully continue to provide a competitive electric rate.

Commissioner Bone asked about Christmas lights, stating some are kind of old and looking a little bit shabby.

CM Minner stated Christmas lights were brought to the Commission last year, and he wants to say it was like $25,000, not from the electric fund, he thinks it was special revenue, but it was cut out. He thinks this year from the City Manager Contingency fund, it was budgeted about $10,000 towards Christmas lights.

Commissioner Dennison asked if these are the ones hanging on the poles because she also has received some complaints on those.

ED Foster stated now the Christmas lights are all hung up. They used to be thrown in a kind of a storage room, but are now stored in a container where they are vertical to prevent less damage and are out of the weather.

CM Minner stated he will bring back a Christmas light proposal to the Commission in summary.

Commissioner Bone stated he does have one more issue and that is the back door at the Library that cannot be used. There is a little garden behind the Library, one of the nicer little spots in Leesburg, but with that back door being closed it is not easily accessible. Whoever designed that little garden did a really great job, it is a pleasant little spot, and he wishes there was some way the door could be re-opened so it would get used more.

CM Minner stated the issue with that is really one of a security issue. He is not sure when that was formally closed off, but in that corner of the Library is the kids corner section and the feedback Lucy received is overwhelming trying to keep those doors locked for our kids to have a safe corner. He will speculate a little on this and thinks there probably could be three solutions: 1) leave it as is and explain it is a safety issue, and the down fall to that is we miss out on a beautiful ambiance; 2) open it up and take the risk, he is sure Lucy then will probably say the number of complaints received on it being closed is probably going to be far less than the number of parents she is going to see when people are walking in and out of that door and their kids are sitting right there; or 3) if we want to use door, then we probably need to look at redoing the interior of the Library and moving kids corner somewhere else. Speaking on behalf of Lucy, he thinks if we are serious about using that side of the library, then we probably need to be serious about moving the kids section and if the Commission really wants staff to look into that, we can.

Commissioner Robuck asked if a display inside talking about where the garden is and how to get there could be done.

CM Minner stated on a funny note, every year capital projects come to his office and some do not make it to the Commission. One of the capital projects that Lucy first brought on her capital plan was the Library expansion project, where there is a space on the 2nd floor where we could build kind of on top of what is the book return, administrative offices over in that wing, so that is actually built to put another section on. The grand design would be to put kids corner up there and he thinks the price tag on that was like half a million dollars but it kind of never made it past his office.

Commissioner Christian asked ED Foster about his employees, is he retaining or how is the staff going. He stated it is great to make money, but if we are not retaining staff and having to hire people we are going to lose on the other end.

CM Minner stated he appreciates where Patrick is on this, but prefers to answer. He thinks we need to take more of a broad approach before we make another knee jerk reaction; not to say that our action made two years ago was one. The first year he was here, he thinks the electric department linemen received somewhere in the neighborhood of 18 to 25 percent raises to get competitive with SECO and that lasted all of about maybe 18 months. He will say every day the Electric department top supervision is in his office saying again we are seeing an exodus of linemen and recently SECO increased their benefit package, by the way they are unionized there not that that is an issue, but they have a new contract which increased their wages and then they changed some of

their scheduling which has made it an attractive benefit and so now we are again seeing somewhere between a $5 to $8 per hour discrepancy. In the past month we have lost two linemen and there are probably four to six others threatening to leave and his response to Patrick in this issue has been universally across the city we have tried to address wages and have done it department by department. In the three budgets we have done, we have tackled electric linemen wages where they received a significant increase, then we tackled our Police officers where they received a significant increase, and this year we looked and tackled our Customer Service department where we also see change over in personnel. What you have not seen internally has been requests from Public Works on some issues they are also having in Wastewater, Water Treatment, and Solid Waste and pretty much many of the divisions as well as Gas and his approach has been to incrementally address this issue. One approach could be, that we really do a comprehensive evaluation of all our pay and spend some significant time to address it now and he thinks if you do that you are looking at a significant number, probably upwards of increasing payroll by millions of dollars to address everybody at once and then he thinks what is going to happen again in a couple years that will not do it.

Commissioner Christian stated his question was, do we have a plan.

CM Minner stated right now the answer is no. We implemented a plan where we bumped them up 15 to 25 percent and now are seeing the exodus again. He asked for time to speak with Patrick on the entry level number as the most recent complaint is the senior lineman number is bad but the entry number is not too bad. He thinks our immediate concern is that we are losing our experienced lineman, and from his perspective this concern is two months old. He thinks right now it is too early to tell, we need to watch where we are, we want to continue to provide good service, we want to have good response times, and we want to keep qualified people. We have a great training program that we try to keep filled, but thinks if we react right now that is a mistake.

Commissioner Christian stated his last question is on customer service and said we used to have a program or policy procedure in place where if someone turned on service, and it was told to the Commission from Customer Service, that in order to eliminate some of the fraudulent activity that staff would collect data and scan everything into the system. This way if you had more people in the family, say if Dan had lights in his name he bailed out or changed name, if we were roommates that would cover that with scanning in the leases and applications. He called today because he had a lady with a lease, supposedly, who came down to city hall and got lights turned on in an organizations name, so he called and asked how the lights got turned on, did they have a copy of that lease, and they said no. Commissioner Christian thought all leases were scanned in for verification that this is an actual, accurate lease, was told they no longer do that, so he is wondering when did we stop scanning leases in for people to get lights turned on. Anyone can make up a lease, put his name on another's building, they are now a squatter and it is going to take about $600 and a lawyer to get them out in maybe three months. When did we stop scanning and keep leases on file?

Deputy Finance Director (DFD) Jim Williams stated generally we scan in the residential leases, but based on information from the City Attorney, do not do the commercial or

non-profit leases. We can do it legally, but the City Attorney recommended that we do not because it became a competitive issue with some of our people who run strip malls.

Commissioner Christian stated he thought employees cannot share the information.

DFD Williams stated it becomes public information once that lease is on file.

CM Minner requested time to get with the City Attorney on this item.

Commissioner Christian said he heard people complained that if he rented a building to Dan for 9000 square feet and then rented the building next door to him that Bennett complains he is charging Dan $9 and charging him $11. He guesses that is where the competitive comes in and asked if that is the reason the policy was changed.

DFD Williams stated that is the exact reason; not saying that was the person, but that is the reason it was changed.

Commissioner Christian stated he would have just hoped this would have come back to the Commission for discussion before changing.

Commissioner Robuck stated back to the electrical side, he noticed this is the only department this has gone down; are we spending less money?

ED Foster stated they have less people and also have attrition so when a lineman leaves, we hire a grounds man and there is a huge pay difference.

Commissioner Robuck just wanted to point out that we do have money, given that our personnel budget has gone down, if we need to address something and he does not know if we need to do or not. He thinks we will continue to see pressure, like when we talked about the mowing, skilled people in the last six months of having to pay a lot more. He does not want to get in the position that we cannot do projects because we do not have the linemen.

ADJOURN:

The meeting adjourned at 7:09 p.m.

Mayor

ATTEST:

J. Andi Purvis
City Clerk & Recorder