

**MINUTES OF A REGULAR MEETING
OF THE CITY COUNCIL OF THE CITY OF
PALOS VERDES ESTATES, CALIFORNIA**

SEPTEMBER 28, 2010

A regular meeting of the City Council of the City of Palos Verdes Estates was called to order this day at 6:30 p.m. in the City Council Chambers of City Hall by Mayor Humphrey.

ROLL CALL: Councilmembers Bird, Perkins, Goodhart, Mayor Pro Tem Rea,
Mayor Humphrey

ABSENT: None

ALSO PRESENT: City Manager Hoefgen, City Attorney Hogin, Assistant City
Manager Smith, Administrative Analyst Davis,
(Attorney Tiedemann via telephone)

CLOSED SESSION: Council recessed to Closed Session at 6:33 p.m.

• **CONFERENCE WITH LABOR NEGOTIATORS**

Pursuant to Government Code Section 54957.6

Agency Designated Representatives: City Manager Hoefgen, Administrative Analyst Davis,
Attorney Scott Tiedemann

Employee Organization: Palos Verdes Estates Police Officers Association

RECONVENE: Council reconvened at 7:30 p.m.

PLEDGE OF ALLEGIANCE

ALSO PRESENT: City Manager Hoefgen, City Attorney Hogin, Assistant City
Manager Smith, Police Chief Dreiling, Public Works Director Rigg,
City Treasurer Sherwood, Administrative Analyst Davis,
Minutes Secretary Monson

Mayor Humphrey announced there was no reportable action from the Closed Session.

MAYOR'S REPORT – Matters of Community Interest

Mayor Humphrey announced Paul Rubincam's appointment to the Parklands Committee due to a vacancy.

Mayor Humphrey announced the upcoming Community Forum to be held on October 18th in the Council Chambers.

Mayor Humphrey announced the three Disaster District Program (DDP) Emergency Container Ribbon Cutting Ceremonies to be held on October 23rd and 24th at the Valmonte Early Learning School, Palos Verdes Intermediate School and Malaga Cove School site.

CEREMONIAL MATTERS

Chief Dan Dreiling announced Erick Gaunt as the new police sergeant and Steve LeBeau as the new corporal as the result of the recent promotional exams. Chief Dreiling conducted the swearing-in ceremony.

Mayor Humphrey presented Leonard Aube, Executive Director of the Annenberg Foundation, with a Certificate of Recognition for the generous donation supporting the Disaster District Program. The donation was used to purchase supplies for the six containers that are now located at each of six school sites throughout the City. Chief Dreiling explained that the containers will hold supplies that will help each district leadership team to manage a disaster. John Douglass, the DDP program coordinator, thanked Mr. Aube for his donation and updated the audience on the program status. He said there are now approximately 200 volunteers in continuous disaster training. He said fundraising is continuing for additional supplies and equipment.

CONSENT AGENDA

It was moved by Councilmember Goodhart, seconded by Councilmember Bird and unanimously approved that the following Consent Agenda items be approved:

- MINUTES OF CITY COUNCIL MEETING OF SEPTEMBER 14, 2010
- CITY TREASURER'S REPORT – AUGUST 2010
- ADOPTION OF ORDINANCE 10-697; AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PALOS VERDES ESTATES AMENDING CHAPTER 12.32 OF THE PALOS VERDES ESTATES MUNICIPAL CODE GOVERNING THE PROVISION OF VIDEO SERVICES IN THE CITY
- AWARD OF A PROFESSIONAL SERVICES AGREEMENT FOR CONSTRUCTION INSPECTION SERVICES IN THE AMOUNT OF \$97,000 TO AKM CONSULTING ENGINEERS FOR THE PASEO DEL MAR SEWER PUMP STATION PROJECT
- PW-570-10, STPL-5283(007); AWARD OF CONTRACT FOR THE PASEO LUNADO OVERLAY PROJECT IN THE AMOUNT OF \$86,000 TO HARDY & HARPER, INC. AND ADOPTION OF RESOLUTION R10-19 ADJUSTING THE FISCAL YEAR 2010-11 BUDGET
- TRAFFIC SAFETY COMMITTEE MEETING ITEMS OF SEPTEMBER 8, 2010

8-Month Review of Via Nivel Items:

1. Via Nivel/Via Solano Stop Sign Installation;
2. Via Nivel/Via Azalea Stop Sign Installation; and
3. Moving the No Parking Restriction to the South Side of Via Nivel between Via Azalea and Via Valmonte

Action: Recommended that staff leave all installations in place (5-0).

6-month Review of the Edgeline Striping Installation on Westbound Granvia Altamira Between Via Panorama and the City Boundary

Action: Recommended that staff leave the edgeline striping in place (5-0).

- **PLANNING COMMISSION ACTIONS OF SEPTEMBER 21, 2010**

NC-1391-10; Consideration of a Neighborhood Compatibility Application for additions to the single family residence located at 717 Cloyd Square. Lot 20, Block 1275, Tract 7140.

Owner: Valentina & Ray Herman

Action: Denied.

NC-1045R-10; Consideration of a revised Neighborhood Compatibility Application for a new single family residence located at 1815 Via Visalia. Lot 3 & portion of 4, Block 1550, Tract 7333.

Owner: Davis Moore

Action: Approved with conditions.

M-777-10; Consideration of a Miscellaneous Application requesting after-the-fact approval for a structure exceeding the maximum allowable height at the single family residence located at 1414 Paseo La Cresta. Lot 4, Block 2, Tract 8043.

Owner: Mr. & Mrs. Harry Bruni

Action: Approved with conditions.

M-782-10; Consideration of a Miscellaneous Application requesting after-the-fact approval for a structure exceeding the maximum allowable height at the single family residence located at 1600 Via Arriba. Lot 9, Block 1434, Tract 6884.

Applicant/Owner: David & Aimee Goepfner

Action: Denied.

M-785-10; Consideration of a Miscellaneous Application requesting after-the-fact approval for structures exceeding the maximum allowable height at the single family residence located at 568 Via Almar. Lot 4, Block 13, Tract 7540.

Owner: Mr. & Mrs. Traina

Action: Approved with conditions

COMMUNICATIONS FROM THE PUBLIC - none

NEW BUSINESS

PROPOSAL TO AMEND AND RESTATE THE PALOS VERDES GOLF CLUB CONCESSION AGREEMENT INCREASING THE MAXIMUM NUMBER OF PVGC MEMBERS FROM THE CURRENT 560 TO THE NEW MAXIMUM OF 600 MEMBERS, MODIFYING PVGC MEMBERSHIP REQUIREMENTS, AND STATING MINIMUM INSURANCE REQUIREMENTS FOR THE PVGC; REVIEW OF A PROPOSED INCREASE IN MEMBER DUES

Councilmember Bird recused himself from this item as he is a member of the Golf Club.

City Manager Hoefgen said the staff report and supporting documentation was a result of the combined efforts of the Board of Directors of the Golf Club, the Club membership, Council Liaisons Humphrey and Perkins, and staff. Manager Hoefgen gave a PowerPoint presentation on the history of the Golf Club and the various iterations of the membership requirements and highlighted supplemental information provided to Councilmembers including particular sections of the Club's by-laws and a survey of dues charged by other country clubs. The club house and course are managed per a concession agreement with the City. He said the Golf Club is a non-profit operation governed by the Board of Directors. The club house went through an \$11 million renovation in 2007.

Manager Hoefgen reported the concession agreement currently specifies a maximum of 560 regular members and it is at full capacity. Currently, new members must own property in PVE in order to become a member of the Golf Club which has not always been a requirement. Staff reviewed the concession agreements back to 1969. The requirements have changed over the years and at one time up to 35% of the membership could have been non-residents of PVE. From 1988 to 1993, PVE residency was required but not property ownership. From 1993 to 2003, it was required to be a PVE resident and PVE property owner. Since 2003, all new members have been required to be PVE residential property owners. Currently, 88% of the membership is PVE property owners. There are a number of other membership categories that are not referenced in the concession agreement, but they are included in the Club by-laws. The by-laws reference the creation of the Associate Golf Club Membership (AGM) in 1996 to handle the overflow of PVE property owners who wanted to become regular members. AGM was a path to becoming a regular member of the Club. The by-laws allow a maximum of 200 AGMs. The list had been at the maximum 200 for many years until a recent decline to 105 AGMs. AGMs have a different membership level at the Club - they pay reduced monthly dues and they pay green fees.

Manager Hoefgen explained that the Club has seen the effect of a tightening economy and they have implemented a number of changes to operate more efficiently. The revenues have seen an overall decline in both 2009 and 2010. The green fee revenue is down 13% over two years. The Board has been looking at different ways to meet the Club's operating and capital improvement needs over the next several years. The Board is asking to increase the maximum number of regular members by 40 to a total of 600. The objective is to seek these additional memberships from the current AGM list of 105 members. If the 40 positions cannot be filled from the AGM list, the Board would market the Club to PVE property owners utilizing various media. The next component would be to phase out the AGM category over time by allowing only one additional rotation to the bottom of the list if they chose not to

become a regular member. If, after these steps, there are still available regular membership slots the Club would create separate wait lists for PVE property owners and non-PVE property owners – with PVE property owners always having priority for membership and a cap of 20% on non-PVE property owners. The Club would also create the opportunity for long-term members to convert their membership if they become ineligible, by moving out of town or selling their property, to go to the top of the non-PVE property owner wait list. The last proposed change would be an increase in all membership dues by six percent effective October 1, 2010.

Mayor Pro Tem Rea understood that the AGM category is not mentioned in the concession agreement, only in the by-laws. He said the Council was not provided a copy of the by-laws as part of the report. Manager Hoefgen said the concession agreement provides that the Board can create additional membership categories with input from the City and as the proposal before the Council phases out the AGM category it was deemed appropriate to seek Council's input. Mayor Pro Tem Rea said the Council's decision would not technically impact the AGM membership – it would be up to the Board to update the by-laws.

Mayor Humphrey commented that the AGM category was created as a result of pressure from property owners to allow waitlist that would allow some perks. The intent was that an AGM would immediately become a regular member once they reached the top of the waitlist.

Councilmember Perkins appreciated the Board's transparency during the process.

Councilmember Goodhart wanted clarification on the green fee revenues and how much they are down. Manager Hoefgen said the overall Club revenue is down \$150,000 and \$25,000 of that is green fees.

Golf Club Board President George Manfredi assured the Council that the Golf Club is far better condition than many clubs. The Club is in the best condition it has been in during its 86 year history. While revenues are down so too are costs and debt payments are current. There are challenges as illustrated by the reduced numbers on the AGM list. The maximum number allowed on the AGM list is 200 and it is an important source of revenue. The AGM list has been declining since the Fall of 2008 and is now at 105. Eighty of those 105 have declined regular membership and rotated to the bottom of the list; some up to four times. This decline is the major factor in the immediate shortfall of operating income. This may jeopardize the Club's ability to repay the \$6 million debt from the club house renovation. The financial health of the Club depends on a percentage of turnover and filling new regular memberships. A minimum of \$1.4 million per year just to service the debt and fund the \$185,000 capital budget is needed. This is the reason for approaching the City to seek authority to increase the number of memberships to 600, increase dues by 6% and to admit non-PVE property owners to membership only if that becomes necessary. PVE property owners will always have priority over non-PVE property owners under this proposal. The proposed changes are a product of more than 18 months of study, analysis and deliberation. The additional revenue from 40 new regular members, who pay dues at approximately three times what an AGM pays, combined with the 6% dues increase will stabilize the revenue situation.

Mayor Humphrey said the Council had been provided with the marketing plan.

Fletcher Larson, [PVE Resident], is an AGM and urged the Council to support the proposal.

Mayor Pro Tem Rea asked when AGM members decline to become regular members, does the Club ask why the AGM is declining the membership. Mr. Manfredi said the membership secretary has been asked to try to obtain that information tactfully from the AGM. There are many different reasons – it is due to resignations, moving out of the City, but the vast majority have moved to vacancies in the regular membership. Mayor Pro Tem Rea asked why the regular members are leaving the Club. Mr. Manfredi said there have been a number of deaths, employment transfers, members moving to Senior membership, and a large number have elected inactive status. Inactive members create a vacancy in the regular membership.

Councilmember Goodhart wanted clarification regarding the deposit amount for the new waiting list. Mr. Manfredi said the amount of the deposit required for the new waiting lists has not been settled. He said the new lists will not be responsible for any revenue and the current AGM deposits are not a source of revenue. The AGM revenue comes from monthly dues, greens fees, quarterly food and beverage minimums and some equipment purchases in the Pro Shop.

Councilmember Goodhart asked about equity clubs. Mr. Manfredi said that with the initiation fee of an equity club, like Rolling Hills, you are essentially buying a share of the club and the value can fluctuate.

Councilmember Goodhart said there is a large disparity between the amount of dues between PV Golf Club and other clubs. Mr. Manfredi said the PV Golf Club dues are a bargain, but it is a non-profit which is managed by the Club for the benefit of the members. Councilmember Goodhart wondered if it is better to raise dues rather than to open the membership to non-PVE property owners.

Mayor Pro Tem Rea asked if there are people on the AGM list than never intended to become regular members. Mr. Manfredi said there have been a significant number of people who are AGMs and had no intention of becoming regular member - this was easy to do when the deposit was \$4,500 and was fully refundable.

Councilmember Perkins said her perspective is that the role of the Council is to ensure that the Club be operated in order to keep it financially viable. She is pleased that the proposal ensures that PVE property owners have priority over non-PVE property owners. She also likes the detailed marketing plan. She said that several of the people on the AGM list have expressed that they believe their rights are not being adequately protected by the Council if the proposal is adopted. She said the AGM list was intended to be a wait list for regular membership and increasing the number of regular memberships to 600 will enable AGMs to become regular members.

Mayor Humphrey has been the Liaison to the Golf Club many times over her 20 years on the Council. She said she remembers when people rented apartments in the City in order to be eligible for Golf Club membership. She appreciates the Board working with the City and the membership to come to an agreement that fully represents the Club membership and the other residents of the City that are not members. She does not believe that running a concession is in the best interests of the Council or City staff and she appreciates the hard work of the Board to maintain such a beautiful facility.

Councilmember Goodhart thanked the Board and the Liaisons for their work. The concessions each have a responsibility to operate successfully. He believes that increasing the membership by 40 is the correct way to go. He agrees with the dues increase, but he thinks it is a little low. He is concerned that some AGMs will feel excluded even after the one-year allowance for one more rotation. He has concerns with allowing non-PVE property owners to become members with regards to the reputation of the City.

Mayor Pro Tem Rea agreed with Councilmember Goodhart's comments. He said the PV Golf Club is a gem of the community. He believes the AGM issue is up to the Board of Directors to deal with. He believes the membership categories should be spelled out in the concession agreement - that is how it is in the other City concessions. By-laws exist to tell the Board what their powers and obligations are and are not the place to describe membership classifications. He would like the Council to think about this for the future. With the addition of the new waiting list it opens the membership up to residents who are not property owners. The Club is on City Parkland and is a public facility.

Mayor Humphrey reiterated that any residential PVE property owner would always have the opportunity to join the Club before membership would be offered to anyone else. She reminded the audience that the Club is open to public play and the dining facility is open to the public. She said the information can be found on the City's updated website.

Mayor Pro Tem Rea moved, it was seconded by Councilmember Perkins and unanimously approved by a roll call vote (Bird recused) to approve the Amended and Restated Concession Agreement with the Palos Verdes Golf Club and authorize an increase in dues paid by members of the Palos Verdes Golf Club to be effective October 1, 2010.

APPROVAL OF PURCHASE AND INSTALLATION AGREEMENT WITH MOTOROLA INC. TO RECONFIGURE AND REPLACE THE POLICE DEPARTMENT'S RADIO SYSTEM IN THE AMOUNT OF \$433,764, AND ADOPTION OF RESOLUTION R10-18 APPROVING A BUDGET ADJUSTMENT OF \$34,000.

Chief Dreiling reported that during the FY 2010 budget session Council authorized the expenditure of \$400,000 to upgrade and replace the police radio system to assuage the coverage deficiencies in the current radio system. This included the purchase of repeaters, unit, dispatch, and portable radios and antennae as well as software and labor. At that time, Council directed staff to complete a study and report back with the best remedy. A committee was formed and set goals to: 1) determine the best possible solutions for the radio communications shortfalls taking into consideration the available financial resources and 2) to ensure any solution would be compatible with other cities and the county radio systems. During a computer simulation of radio coverage using the recommended three repeaters, it was determined that all communication dead zones would be eliminated at the top of the hill and in the north end of the city, but substantial dead zones would remain in the south end of the City. The committee determined that a suitable site in the south end of the city must be located in order to eliminate the south end dead zones. Of the three options considered, placing a repeater in Avalon Cove was determined to be too costly and placing a repeater on the radio tower above the Peninsula Center was determined to be almost impossible due to FCC restrictions. Placing a repeater at the RPV City Hall was determined to be the best solution. The other three repeaters would be located at Via

Cerritos, Punta Place and South Bay Hospital. With four repeaters, 90% of the dead zones would be eliminated. An additional benefit of a four repeater system would be the gain of coverage of area contiguous to and south of the PVE border.

Chief Dreiling said the total cost of the four repeater system is \$433,764. This is \$34,000 higher than the three repeater system presented at the budget study session. The cost is to be covered by using \$48,000 from the Equipment Replacement Fund and \$385,000 from the Drug Intervention Fund (Asset Forfeiture). Motorola will assign the set-up and installation of the radio project to Advanced Electronics who are the authorized manufacturer's representative. The PVE Police Department has used Advanced Electronics to maintain the department's radio systems since 1981. The City Attorney has reviewed the contract with Motorola and changes have been implemented to our satisfaction. Motorola representatives were available in the audience for any Council questions.

Mayor Humphrey remembered from the budget session that the Council wanted to be sure that the new system offered complete coverage. She noted that the new system will interface with the new LA-RICS digital system. She was happy to report this new system also stops criminals from listening to the police frequency. Chief Dreiling said the new digital system allows encryption of the frequency.

Councilmember Perkins thinks it is terrific that radio coverage will now be at 90%. She asked if the last 10% of dead zone could ever be eliminated. Chief Dreiling said with the topography of the Peninsula it is nearly impossible to eliminate all dead zones.

Councilmember Goodhart said that two of the four repeaters would be located outside of PVE and he wondered if fees may be implemented in the future for their use. Chief Dreiling did not believe so as many other South Bay cities have antennae located in PVE. Councilmember Goodhart asked if these agreements were in writing. City Attorney Hogin said that prior to placement of the antennae there would be something in writing, probably in the form of a license agreement.

Councilmember Goodhart moved, it was seconded by Councilmember Bird, and unanimously approved by roll call vote to adopt Resolution R10-18 authorizing a budget adjustment of \$34,000, approve the expenditure of \$433,764 to reconfigure and replace the police department's radio system and approve a purchase and installation agreement with Motorola.

REVIEW OF ROAD IMPACT FEE REPORT ENTITLED "REFUSE AND CONSTRUCTION VEHICLE STREET MAINTENANCE COST ANALYSIS" PREPARED BY HF&H CONSULTING

Public Works Director Rigg reported PVE has experienced a shortfall in funding for roadway maintenance and rehabilitation since the expiration of the Utility Users Tax (UUT) in 2003. The current funding for roadways is a combination of State funding, special discretionary funds, unobligated capital funds, and transfers from the General Fund. With the State financial situation the future is bleak for funding of the roadways. Staff became aware, through the League of California Cities, that several California cities have implemented a fee to compensate the agencies for damage to roadways by both construction and refuse vehicles due to excessive weight. PVE spends approximately \$1 million per year on pavement related matters and based on the levels of traffic found in the report, construction vehicles account for 32.1% of the damage and refuse vehicles account for

6.2% of the damage. If these percentages are applied toward the city's annual cost potential revenue of \$327,000 from construction vehicles and \$63,000 from refuse vehicles. The construction vehicles damage fee could be collected when a building permit is issued. For a 1,000 square foot building addition the current permit fee would be \$1,992. The associated road impact fee would add an additional \$1,494. Similarly, a \$1.16 road impact fee could be added to the monthly refuse bills to bring the monthly bill per single family residence to \$32.77. Historically, PVE has relied on two major categories of funds for roadway work – the unobligated capital fund and transfers from the positive General Fund cash flow at the end of the fiscal year. A public hearing would be required if these fees are to be implemented.

Mayor Humphrey is concerned that there is no dedicated form of revenue for roadway maintenance.

Councilmember Goodhart said that there is no direct link between the damage to roadways and the vehicles that cause the damage. Logically, refuse trucks are heavy and cause higher than normal wear on the roadways. He was concerned that a fee being added to refuse bills would be considered a tax. He was also concerned about the fairness of adding a road impact fee for a small construction project with not many large trucks going back and forth.

Mayor Pro Tem Rea was troubled by the idea of imposing a fee on refuse trucks – he believes it would be considered a tax instead of a fee. He would prefer a more current legal analysis. He is bothered by the idea of imposing fees on certain types of vehicles because it is easier to identify the obvious offenders. If it is going to be a tax, the Council should take it to the voters to decide.

Councilmember Bird believes a more up-to-date legal opinion is required. He would be in support of assessing a fee for the cost of the damage to the City's roads by large trucks as part of the building permit fees. He does not support adding a charge (for road damage) to the refuse bills of the City's residents and would like the City Attorney to research whether it would be a fee or a tax. He wondered if there were a mechanism for a resident who is composting green waste to not be assessed the same fee as their neighbor who does not compost and, therefore, adding more weight to the refuse trucks. He is in favor of the concept of assessing fees for heavy vehicles, but would like staff to continue to collect information.

Councilmember Perkins is also in favor of the concept of assessing fees for heavy vehicles, but she has many of the same concerns as the other Councilmembers. She wondered if the legal opinion and the Road Impact Fee Report are still valid. She wondered if PVE still has adequate funds available to provide for the road work that needs to be undertaken. She feels that this type of fee should be charged if there is no appropriate source of funds to cover the damage to the roads. Manager Hoefgen said that is a difficult question as the largest impact on the City's budget is the State. He said to the extent the City has a surplus, funds could be available for capital or other uses. Councilmember Perkins agrees that the fee seems like a tax.

Mayor Humphrey asked if there are other cities that currently charge a road impact fee. Director Rigg said there are many that do. She is more comfortable charging a construction fee rather than a refuse fee.

There was discussion regarding a possible analysis of the correlation between damage to side streets and the amount of construction projects in the area. Director Rigg said it would be difficult to show a correlation.

Mayor Humphrey said the Council is interested in keeping the streets and roads maintained. If there is no other source of funds to maintain the roads then this may be a new source of revenue. She would like to see what other cities are doing, how they charge the fee, and what is the legal opinion. She said the fee might be used to offset the street maintenance costs.

Councilmember Perkins asked what the timeline would be, if Proposition 22 fails and the State starts taking city funds, to implement a road impact fee. Director Rigg responded that it depends on how long the study would stay valid. If the process were started soon, possibly 90 days and if the process started in a couple of years, possibly a six month process.

Councilmember Bird was in favor of attempting to recoup the damage to the streets made by large construction projects. He would like to re-visit the issue after the March election.

STAFF REPORTS

City Manager's Report

City Manager Hoefgen advised the Council that progress is being made on the update of the Municipal Code. The project is not budgeted for and there will be a significant amount of staff time and City Attorney time involved. There are 15 titles in the Code and staff is looking to review five at a time during Council workshops throughout the year.

DEMANDS

It was moved by Mayor Pro Tem Rea and seconded by Councilmember Bird that the demands, as approved by a majority of the City Council, totaling \$235,394.39 be allowed and it was unanimously approved.

It was moved by Mayor Pro Tem Rea and seconded by Councilmember Bird that the demands, as approved by a majority of the City Council, totaling \$6,246.68 be allowed and it was unanimously approved.

It was moved by Mayor Pro Tem Rea and seconded by Councilmember Bird that the demands, as approved by a majority of the City Council No. 518229 to 518291 totaling \$485,844.52 be allowed and it was unanimously approved.

MAYOR & CITY COUNCILMEMBERS' REPORTS

Councilmember Goodhart reported on his attendance at the League of California Cities annual conference and the business meeting of the League delegates. One vendor at the conference was selling software that allows the user to take a picture with their cell phone and the software provides

the exact coordinates of where the picture was taken – it could be useful for residents to report infrastructure concerns.

Councilmember Goodhart announced his selection as 2nd Vice-President of the Mayor and Council members Department of the League.

Councilmember Perkins reported on her attendance at the South Bay COG meeting.

ADJOURNMENT

There being no further business before Council the meeting was adjourned at 9:50 p.m. to Wednesday, October 6th, at 6:00 p.m. at the Palos Verdes Golf Club for the purpose of a Joint meeting of City Council, Planning Commission and Palos Verdes Homes Association.

RESPECTFULLY SUBMITTED,

MICHÉLE D. MONSON, MINUTES SECRETARY

APPROVED:

ROSEMARY HUMPHREY, MAYOR