

CITY COUNCIL

7:00 p.m., Tuesday, April 24, 2012

The regular meeting of the City Council was held at 7:00 p.m. on Tuesday, April 24, 2012 in Council Chambers of City Hall, 1207 Palm Boulevard, Isle of Palms, South Carolina. Attending the meeting were Councilmembers Bergwerf, Buckhannon, Carroll, Loftus, Stone, Thomas and Ward, Mayor Cronin, City Administrator Tucker, Attorney Halversen, Assistant to the Administrator Dziuban and City Clerk Copeland. Councilmember Bettelli's absence was excused, and a quorum was present to conduct business.

1. Mayor Cronin called the meeting to order and acknowledged that the press and public had been duly notified of the meeting in accordance with the Freedom of Information Act. Following a brief invocation and the Pledge of Allegiance to the Flag, Clerk Copeland called the roll

2. Approval of the Previous Meeting's Minutes

MOTION: Councilmember Bergwerf moved to approve the minutes of the regular meeting of March 27, 2012 as submitted; Councilmember Loftus seconded and the motion PASSED UNANIMOUSLY.

3. Citizens' Comments

Consideration of Granting an Easement on 1301 Palm Boulevard to SCE&G for underground power line and riser pole by Westy Westmoreland and Corey Touard

Mr. Westmoreland explained that the reason for their visit to this meeting was to discuss an opportunity to bring a second transmission source to the island; the City will benefit significantly in reliability. In 1991 the first transmission source was brought to the island, and it is the overhead line across Hamlin Creek coming into the substation to the rear of City Hall. Presently, the island has a one-way feed, which is very reliable, but, if the line is lost, SCE&G can seldom support the electrical load to the island. Due to a number of factors, SCE&G now has the opportunity to bring a second transmission line to the City that would be substantially underground.

Mr. Touard reported that, in 2006, SCE&G went through a siting study, which included a public works workshop with public involvement, where routes are defined; at the time, SCE&G was looking for a second line to the Hamlin substation. As negotiations proceeded with the Town of Mount Pleasant, the question arose about placing the line underground. Mr. Touard explained that SCE&G does not normally put the lines underground due to the substantial increase in costs associated with underground lines; normally a third party pays for the cost difference between underground and overhead. Through the negotiations with Mount Pleasant, the agreement was reached for the Town to provide the rights-of-way and land for a future substation site in exchange for undergrounding the line. With the innovations to drilling underground since 2006, a loop can be established by including the Isle of Palms with the Hamlin line originally proposed.

Based on discussions with the Real Property Committee, SCE&G engineers re-routed the line at the rear of the property which housed the Building Department, skirting the big oak at the

Public Works facility; the riser will come up in the right-of-way on 13th Avenue to feed into the sub-station. The plans for a municipal parking area on 1301 Palm will not be interrupted because parking is an allowable use of the easement.

Responding to Mayor Cronin, Mr. Touard stated that the riser will be seventy-eight (78) feet tall; the communication tower presently on the sub-station site will be removed with the antenna placed on the riser.

MOTION: Mayor Cronin moved to authorize the City Attorney to proceed with preparing an ordinance for granting an easement to SCE&G for an underground electrical line and riser; Councilmember Loftus seconded and the motion PASSED UNANIMOUSLY.

Request for approval of City-sponsored event – Sea Turtles in the Sand, Saturday, June 8, 2012

Mayor Cronin related that this event has been postponed until a later date, and the matter will come before Council once a new date is set.

John Evans, a retired Sergeant Major and president of the Marion Marauder Society, presented the City two (2) certificates of appreciation for its support of National Guard Company C 4th Battalion 118th Infantry unit that was deployed in January 2012. In the course of his presentation, he explained that the purpose of the Marion Marauder Society is morale, welfare and recreation and that he is in daily contact with the commanding officer of the National Guard unit. For the City's support of the unit, the City will be allowed to display the unit's guidon from July 13th until September 10, 2012; a guidon is a flag that represents the unit and its commanding officer and is carried into battle.

Mayor Cronin announced that six (6) turtles will be released at 10:30 a.m. on Sunday, April 29th at the County Park.

Jim Raih, 3904 Cameron Boulevard, stated that he served on the Planning Commission for four (4) years and on the Real Property Committee for three or four (3-4) years; he stated that he was dedicated to giving back to his community. He stated that he understood the need for a sole source contract for the Recreation Center lighting, but he believed that the City would normally profit from going through the competitive bidding process. Mr. Raih also stated that he thought the City should be cautious in modifying leases that were been put in place through the bidding process. He questioned that the marina operations have ever gone through an internal audit.

4. Reports from Standing Committees

A. Ways and Means Committee

Mayor Cronin reported that, at the meeting of April 17, SCE&G had presented their request for an easement across City property to install a second transmission line to the City via underground of Hamlin Sound. Sandy Ferencz, Chair of the ATAX Committee presented the reasoning behind the Committee's recommended changes to the City's FY13 budget. Treasurer Suggs had reported that Charleston County continues to be behind in distributions of Property Tax Revenues, but, in the past week, the City has received an additional six hundred eleven thousand dollars (\$611,000). Being three quarters ($\frac{3}{4}$) of the way through the fiscal year, General Fund Expenditures are at sixty-eight percent (68%) of budget, and cash on-hand represents thirty-one percent (31%) of annual General Fund expenditures. There was no activity in State Accommodations Taxes and the Charleston County Accommodations Tax Pass-through since the March meeting; Municipal Accommodations Fees are up eleven percent (11%) from FY11 and Hospitality Taxes are up three percent (3%) from FY11. The Treasurer reported that the Beach Restoration project has been completed, and approximately four hundred thousand dollars (\$400,000) remains available for future projects. The marina dredging has also been completed. The Mayor recalled that Marcol Dredging has submitted a request for additional one hundred twenty-two (122) hours of work done at the project – a request that was not submitted in a timely manner - and that staff had been charged by the Ways and Means Committee with negotiating a fair settlement. Mayor Cronin stated that there was no doubt that the work had been done; he stated that he had a recommendation from the engineer on the Marcol request.

MOTION: Mayor Cronin moved to authorize \$45,870 to be paid to Marcol Dredging for the additional work done from the funds established for the contract and from the balance of the contingency; Councilmember Stone seconded.

Councilmember Loftus expressed concern about the second add-on for trash removal in the amount of fourteen thousand five hundred eighty-five dollars (\$14,585). Administrator Tucker explained that the bid and contract stipulated one (1) amount for the dredging and a second amount for the disposal of any trash they encountered in the dredging process; therefore, this request is not an unexpected expense since the City knew that Marcol had dredged up trash. Assuming the negotiated amount is accepted, the project concludes ten thousand dollars (\$10,000) over budget; the Administrator reminded Council that the next lowest bid had been in excess of one million dollars (\$1,000,000).

Councilmember Loftus voiced his frustration that neither before nor during the dredging project was trash discussed; he stated that he would not support these payments because he did not think they were in the best interest of the City.

Councilmember Carroll stated that this was a vendor with whom the City has worked in the past; he inquired about there being trash dredged during the earlier project. Administrator Tucker responded that she would have to go back to the old records to be sure, she noted that, commonly, dredging contracts are structured with a price named in the contract for those things that could be encountered plus a price per cubic yard for the actual dredging of the sand material.

In addition, Administrator Tucker repeated her comments from the Ways and Means meeting that dredging will have to be done again, and it would behoove the City to maintain good relations with the vendor for future endeavors.

Mayor Cronin reiterated that the City got the dredging project that it wanted; the contractor has documented the hours of work to the City's engineer to achieve the desired goal.

Councilmember Stone expressed the opinion that, if the City's engineer thought that the City was being "short-changed," he would have advised the City of it. He also thought that the City was, in part, responsible for the excess time incurred because of the pressure exerted on the contractor to meet the project goals. He added that this dredging project went to a much greater depth than was done previously and that will save the taxpayers of the City in the long run as it will lengthen the time before dredging is needed again.

VOTE: The motion PASSED on a vote of 6 to 2; Councilmembers Loftus and Ward cast dissenting votes.

- 1. Award of a contract to CSDC Systems, Inc. in the amount of \$19,020.009 for a budgeted Municipal Court Software Program**

MOTION: Mayor Cronin moved to award a contract to CSDC Systems, Inc. as stated; Councilmember Bergwerf seconded and the motion PASSED UNANIMOUSLY.

- 2. Award of a Contract to Jones and Frank in the amount of \$35,678.39 for the budgeted purchase of a fuel maintenance system from the Capital Projects Fund**

MOTION: Mayor Cronin moved to award a contract to Jones and Frank as stated; Councilmember Stone seconded and the motion PASSED UNANIMOUSLY.

- 3. Award of a contract to R.L. Morrison & Sons, Inc. for repairs to the Tidal Wave stationary dock from the Dredging budget in the amount of \$24,000**

MOTION: Mayor Cronin moved to award a contract to R.L. Morrison & Sons, Inc. as stated; Councilmember Buckhannon seconded and the motion PASSED UNANIMOUSLY.

- 4. Approval of amendments to the leases for Marina Joint Ventures and Marina Outpost**

Administrator Tucker stated that the amendments change the term for additional rent "to the tenant's gross profit derived from the lease premises per lease year in excess of five hundred thousand dollars (\$500,000) at two percent (2%)." The toggle was inconsistent one lease to the other and was higher; therefore, the change will result in a reduction in revenue to the City of approximately seventeen thousand dollars (\$17,000) from the present lease.

MOTION: Mayor Cronin moved to approve the lease amendments as presented; Councilmember Buckhannon seconded and the motion **PASSED UNANIMOUSLY**.

5. **Award of a sole source contract to Musco Lighting from the reserve for ball-field reconfiguration in an amount not to exceed \$424,000 for lighting for the ball-fields, tennis and basketball courts**

MOTION: Mayor Cronin moved to award the sole source contract to Musco as stated; Councilmember Bergwerf seconded and the motion **PASSED UNANIMOUSLY**.

Administrator Tucker read into the record the reasoning behind this being a sole source award; the documentation is attached to the historical record of the meeting.

Councilmember Thomas restated his opinion that the City should put all purchases that meet the procurement threshold through the competitive bidding process to ensure that the City is getting the best price.

VOTE: The motion **PASSED** on a vote of 7 to 1 with Councilmember Thomas casting the dissenting vote.

6. **Award of a contract to Charleston Fitness Equipment in the amount of \$4,600 as an unbudgeted expense from the Capital Projects Fund to purchase a treadmill**

MOTION: Mayor Cronin moved to award the contract to Charleston Fitness Equipment as stated; Councilmember Bergwerf seconded and the motion **PASSED UNANIMOUSLY**.

7. **Acceptance of a Boardwalk Donation on Ocean Boulevard**

Mayor Cronin recounted that the Ways and Means Committee had put stipulations on the City's acceptance of the boardwalk donation between 108 and 110 Ocean Boulevard. Administrator Tucker detailed the conditions as follows:

- The donor must get an OCRM permit;
- The donor must secure permission from the two (2) adjacent property owners;
- The donor must get approval from the Beach Company; and
- The construction must meet the City's building requirements.

Having research similar situations, the City Attorney has advised that a motion to accept the boardwalk should include that the application to OCRM must come from the property owners at 108 and 110 Ocean.

MOTION: Mayor Cronin moved to accept the boardwalk donation contingent upon the conditions set forth by the City being met; Councilmember Carroll seconded and the motion PASSED UNANIMOUSLY.

8. Award of a contract to Stantec for consultation on wayfinding signs in the amount of \$9,500

Administrator Tucker related that Councilmember Buckhannon had visited Greenville and found their wayfinding signs to be invaluable in assisting him to find public parking. When he returned to the island, he suggested that, possibly, the City could do something similar to direct visitors to the municipal parking lots and away from the neighborhoods. When the Administrator queried SCDOT about the wayfinding signs, she received a thick manual on how to do wayfinding signs; at that point, the City decided that it needed professional assistance from a transportation engineering firm to design where the signs should go, secure the SCDOT encroachment permit for the signs and supervise the installation of the signs to ensure compliance with the permit. Having spoken with several local companies with the expertise the City was seeking, Stantec provided the lowest price. Administrator Tucker reported that she had explained to these firms that later there could be other elements related to parking that the City might want assistance from them, so they are aware that the scope could be expanded.

MOTION: Mayor Cronin moved to award a contract to Stantec for \$9,500 for consulting services; Councilmember Bergwerf seconded and the motion PASSED UNANIMOUSLY.

The balance of the Ways and Means Committee meeting was spent reviewing the FY13 Capital and Operating Budgets; the Mayor noted that the budget as presented is balanced and does not require a property tax increase.

The next Ways and Means meeting will be held at 5:45 p.m. on Tuesday, May 15, 2012.

B. Public Safety Committee

In Councilmember Bettelli's absence, Councilmember Bergwerf provided the report on the meeting of the Public Safety Committee meeting of Thursday, April 12. The first item of business was a discussion of enforcement of parking regulations; Administrator Tucker introduced a resolution relative to the enforcement of encroachments in the right-of-way. The resolution was originally introduced in the mid-2000s and has been reworked for consideration again; the purpose is to give someone within the City the authority to move encroachments out of the right-of-way. The consensus of the Committee was that the City needs to develop the parking plan first then determine if encroachments are still a problem. In addition, the City Attorney has researched the issue of whether or not the City can control parking; in her opinion, she stated that the City can control parking as long as the plan is approved by SCDOT. The third charge to the Public Safety Committee was selling parking passes modeling a program after the City of Charleston that has neighborhood parking zones; such a program is very complex and will require much more read-and-study. Re-surfacing plans of Charleston County conflict with plans for capital improvements planned by the IOP Water and Sewer Commission; to avoid cutting newly re-surfaced road, Charleston County has agreed to postpone until FY13

the resurfacing of Palm Boulevard from 42nd to 57th Avenue and 57th Avenue where the drainage work was done. A discussion of the emergency call boxes on Front Beach brought to light the fact that no call place from a call box in the past three (3) years has generated a service call. Chief Graham noted that, when personnel from Station 2 are on a call, someone could ring for service and get no response; therefore, she suggested that, if possible, to relocate a call box to Station 2 ensuring that residents and visitors get the service they need. Chief Buckhannon said that a similar situation will occur at the Public Safety Building when the dispatchers move to the Consolidated Dispatch Center. He agreed to research the feasibility of relocating two (2) of the emergency call boxes and the elimination of the third.

Councilmember Bergwerf reported that an incident occurred in March where fire personnel were sent to an incorrect address; after listening to the recording of the call, Chief Graham found that the excited caller had given the dispatcher the wrong address. Councilmember Bergwerf stated that the issue of every house having a very visible house number has been discussed by the Public Safety Committee as the Committee works on ways to make sure that people know where they are on the island in the case of an emergency. The Fire Department responded to seventy-four (74) calls in March; forty-one (41) of which were EMS calls. Firefighters collected between five and six thousand dollars (\$5,000-6,000) for Carolina Children's Charities. Beach access signs were relocated between Breach Inlet and 54th Avenue; the green signs are for foot traffic and the red signs are for vehicular traffic.

Chief Buckhannon reported that the island is experiencing an increase in Craigslist scams; officers dealt with several instances through the month. In March dispatchers received fifty-one hundred forty-three (5,143) calls; forty-one hundred fifty-three (4,153) were for the Police Department – this represents an increase of forty-one percent (41%) over 2011. On the four hundred eight-one (481) traffic stops, one hundred sixty-one (161) citations were written.

The next Public Safety Committee meeting will be Thursday, May 3 at 5 p.m. in the Conference Room.

Councilmember Loftus stated that residents have told him that they no longer call the Livability Officer for noise problems because they do not feel that they are getting satisfaction on the issue. He stated that the City needs “to re-energize the visibility of the livability police officer and the court.” He referred to two (2) calls for 305 Carolina Boulevard on two (2) consecutive nights; both calls were determined to be founded, but not citation was issued; he indicated that the citizens of the island are “losing faith that the program is to their benefit.” He suggested that the City needs to review the program to determine how word can be gotten to the residents about how it works and that enforcement is also an issue – he questioned how officers could go to the same address twice in twenty-four (24) hours without issuing a ticket.

C. Public Works Committee

From the meeting of April 10, Councilmember Buckhannon reported that both garbage and debris collections were up for the month of March. The work focus for March was preparing the beach and access paths for the season; personnel also assisted with the removal of sand bags from the area of the shoal management project. The drainage line on Hartnett will be repaired by Charleston County with funds from stormwater fees (NPDES) collected for the City at a cost

of two thousand nine hundred twenty-one dollars (\$2,921); Eadies quoted fifteen thousand two hundred dollars (\$15,200) for the same work. The Committee reviewed both the Capital and Operating FY13 budgets, discussed the boardwalk donation that was voted on earlier and voted on the purchase of a fuel management system.

The next meeting will be at 5:00 p.m. on Monday, May 7, 2012 in the Conference Room.

Councilmember Buckhannon announced that the annual Hazardous Household Materials Collections and Shred Day will be on Saturday, May 5, 2012 in the municipal parking lot.

D. Recreation Committee

From the meeting of April 11, Councilmember Bergwerf reported on the many ongoing and special activities at the Recreation Center in March – everything from softball and basketball to table tennis. In preparation for Easter, children had an opportunity, at the Egg-cellent craft School's Out Activity, to color and decorate Easter eggs. May will see the last Keenagers meeting and Middle School Dance until the fall; upcoming events are the Sand Sculpting contest on Saturday, June 2, the 14th Annual Half Rubber Tournament will be Saturday, August 18th and the IOP Beach Run will be Saturday, July 28th. As a point of interest, Councilmember Bergwerf reported that Recreation Department personnel use five to six (5-6) fifty (50) pound bags of lime each time Palm Boulevard is lined for parking.

In addition, the Committee voted to approve the purchase of a new treadmill and to use funds previously reserved for the ball-field reconfiguration to replace lights at the ball-fields and the tennis and basketball courts.

The Recreation Committee will meet again at 4:00 p.m. on Thursday, May 3rd in the Conference Room.

Mayor Cronin related that a citizen who has lived on the island almost forty (40) years has recently started to participate in a number of programs at the Recreation Center and has a very positive attitude about the Rec Center, its programs and staff.

Councilmember Buckhannon congratulated the Recreation Department on the Easter Egg Hunt which was "by far, the biggest one I have event seen." He noted that the crowd was not just island residents but many visitors to the island. Administrator Tucker reminded Council and the audience that the video of the event is on the City's website.

E. Personnel Committee

Since Councilmember Thomas was out of town of the meeting, Councilmember Stone gave the meeting report; he stated that, at the meeting of April 10th, the Committee reviewed the Capital and Operating Budgets for FY13 for General Government and the Building Department. In addition, the Committee discussed and approved the City Administrator's 2012 Performance Objectives.

MOTION: Councilmember Stone moved to approve the City Administrator's 2012 Performance Objectives as distributed; Councilmember Thomas seconded.

Councilmember Loftus voiced his opinion that the financial aspects of the Administrator's evaluation may need to be fine-tuned. He stated that there are line items in each departmental operating budget that are deliberately estimated very conservative, like fuel costs; he thought items like that should be excluded from the budget to make the Administrator "stretch" to meet the financial targets in her evaluation. Mayor Cronin stated that would be an issue for the Personnel Committee to discuss.

Councilmember Stone noted that the issue before Council tonight accounts for thirty-five percent (35%) of the Administrator's performance evaluation.

The Mayor stated that the performance objectives are for each department to have an objective to improve the services they provide to citizens of the island.

VOTE: The motion PASSED UNANIMOUSLY.

Councilmember Stone announced the March Safety Sweepstakes winners as Will McElheny for the Recreation Department, John Graham for the Public Works Department, Melissa Dawson from the Police Department and Dana Burnette from the Fire Department.

The next Personnel Committee meeting will be a 9:00 a.m. on Tuesday, May 1 in the Conference Room.

Councilmember Loftus referenced the mention of the City having a float in the Mount Pleasant Christmas parade in Personnel Committee meeting minutes; he questioned the City's spending money in this way. Administrator Tucker noted that having a float in the Mount Pleasant parade has been talked about over the years; each year Mount Pleasant extends an invitation for local governments to have their own float, as well as an invitation for elected officials on their elected officials' float. Past discussions were whether the City wanted to construct and participate by having a themed float representing the City of Isle of Palms.

F. Real Property Committee

The meeting of April 9th started with a discussion with Bill Schupp of Schupp Enterprises relative to the municipal parking lot lease; Mr. Schupp was seeking to negotiate an extension of the parking lot lease term. In addition, possible uses for the municipal lots in the off-season were discussed. The Committee also heard the SCE&G easement request, a brief report on the completion of the shoal management project and the dredging project. Related to dredging, the Committee was informed of the repairs needed for the Tidal Wave stationary dock; the pilings were not as deep as thought to be and were undermined by the dredging. The dock needs to be shored up to allow Tidal Wave Water Sports to operate for the coming season; design, engineering and construction of a new dock for Tidal Wave are in the FY13 budget. The Committee discussed and approved the amendments to the leases for Marina Joint Ventures and Marina Outpost. The Committee had an in-depth discussion of parking on Ocean

Boulevard; one (1) challenge to the Committee is staying in compliance with the Beach Management Plan. The consulting contract with Stantec was approved as well.

The Real Property Committee will meet at 5:00 p.m. on Tuesday, May 8th in the Conference Room.

Discussion of Conveyance of Road Right-of-way

Mayor Cronin noted that the City has been approached by the property owner adjacent to Cassina and 18th Avenue to either upgrade the road from its current dirt condition to carry heavy vehicles or to convey it to them.

Councilmember Bergwerf asked for confirmation that the roads do belong to the City; Mayor Cronin responded that the City has a legal opinion stating that the roads do belong to the City.

Councilmember Loftus queried what benefit the City would derive from conveying the roads. The Mayor responded that the City would not have to upgrade the roads at a cost of a few hundred thousand dollars; he indicated that the City has asked the County to assist with paving the road with funding they have from the half cent sales tax or other road improvement funds. It is thought that, since the roads have no vehicular traffic other than to serve the private entity, the roads do not get a priority from the County.

Councilmember Bergwerf opined that, if the City does convey the roads, the City has no guarantee that the space will remain roads. Mayor Cronin thought they would remain roads because they need vehicular access, and Administrator Tucker reminded Council that both the City and the Water and Sewer Commission would have to keep their easements which are inhibitions to development.

Mayor Cronin noted that, like SCE&G's easement, the City will need an ordinance to convey the roads and that process will take a couple of months giving the City time to cancel the deal if it appears that future use is not conducive with Council's vision.

MOTION: Mayor Cronin moved to task staff to draft the appropriate paperwork to convey Cassina and 18th Avenue to the adjoining developer; Councilmember Buckhannon seconded.

Councilmember Loftus stated that he would like to see the master plan for the site before the City completes its work to convey the roads; the Mayor commented that he expected the City to have the plans for the site by the time an ordinance is passed since the plan would be viewed by the Planning Commission. Councilmember Carroll stated that the City has control through its zoning regulations.

VOTE: The motion PASSED on a vote of 7 to 1 with Councilmember Loftus casting the dissenting vote.

5. Reports from City Officers, Boards and Commissions

- A. **Accommodations Tax Advisory Committee** – minutes attached
- B. **Board of Zoning Appeals** – no meeting
- C. **Planning Commission** – minutes attached

6. Reports from Special or Joint Committees – None

7. Petitions Received, Referred or Disposed of – None

8. Bills Already in Possession of Council – None

9. Introduction of New Bills, Resolutions and Proclamations

First Reading, by title only, of Ordinance 2012-01 – An ordinance to raise revenue and adopt a budget for the City of Isle of Palms, South Carolina, for the fiscal year beginning July 1, 2012 and ending June 30, 2013.

MOTION: Mayor Cronin moved to approve for First Reading, by title only, Ordinance 2012-01; Councilmember Stone seconded and the motion PASSED on a vote of 6 to 2 with Councilmembers Buckhannon and Ward voicing their dissent.

10. Miscellaneous Business

Discussion of possible amendment to permitted uses under GC3 zoning district

Mayor Cronin remarked that the GC3 zoning district came about as quick development between GC1, GC2 and the residential zone six or seven (6-7) years ago; the concern today is that the specific use of outdoor sale of food and beverages is not included, therefore, not allowed. According to Administrator Tucker, if Council agrees to consider this permitted use in GC3, an ordinance will be developed, and, after first reading, it will go to the Planning Commission for further deliberation and discussion. If passed, the businesses in the GC3 district who do sell food and beverage would like to do those activities outside could then go before the Board of Zoning Appeals for a Special Exception to be allowed to do them. It was the consensus of Council to proceed with the development of an ordinance.

Mayor Cronin announced that the public hearing on the budget will take place prior to the May Ways and Means Committee meeting.

11. Executive Session – not needed

12. Conclusion/Adjournment

MOTION: Councilmember Buckhannon moved to adjourn the meeting at 8:40 p.m.; Councilmember Loftus seconded and the motion PASSED UNANIMOUSLY.

Respectfully submitted:

Marie Copeland
City Clerk