



*Home of the Tualatin River National Wildlife Refuge*

**SHERWOOD CITY COUNCIL MINUTES  
22560 SW Pine St., Sherwood, Or  
December 6, 2011**

**CITY COUNCIL WORK SESSION**

1. **CALL TO ORDER:** Mayor Mays called the meeting to order at 5:37 pm.
2. **COUNCIL PRESENT:** Mayor Keith Mays, Council President Dave Grant, Councilors Linda Henderson and Bill Butterfield. Councilor Robyn Folsom arrived at 5:49 pm. Councilor Krisanna Clark arrived at 5:51 pm. Councilor Matt Langer was absent.
3. **STAFF AND LEGAL COUNSEL PRESENT:** City Manager Pro Tem Tom Pessemier, Police Chief Jeff Groth, Police Captain Mark Daniel, Finance Director Craig Gibbons, Economic Development Manager Tom Nelson, Community Services Director Kristen Switzer, Public Works Director Craig Sheldon, Planning Manager Julia Hajduk, Assistant Planner Zoe Monahan, Administrative Assistant Kirsten Allen, City Recorder Sylvia Murphy and City Attorney Paul Elsner.
4. **OTHERS PRESENT:** Angie Ford and Lee Weislogel with Businesses Of Old Town (BOOTS), Jeff Sacket from Capstone Partners, Ray Pitz with the Sherwood Gazette and Sally Ho with the Oregonian.
5. **TOPICS DISCUSSED:**
  - A. **Oregon Main Street Program.** Lee Weislogel and Angie Ford presented a power point presentation and explained the program and offered program documentation for Council reference (see record, Exhibit A). Lee provided information on the history of the program establishment and Angie recapped the presentation. Discussion followed regarding funding, program benefits and the City's potential future responsibilities of financial support.
  - B. **Parks Bond:** Mayor Mays and Councilor Butterfield briefly explained the potential for a future Parks Bond. Discussion occurred regarding the purpose of the bond to provide for YMCA expansion, park improvements, new parks, ball field improvements and new ball fields and possibly land acquisition. Discussion occurred regarding the timing of the potential bond to be at the May 2012 election and conducting a community survey.
  - C. **Temporary Uses:** Zoe Monahan presented a power point presentation (see record, Exhibit B) and provided copies of Resolution 2002-021 for Council reference (see record, Exhibit C). Discussion occurred regarding temporary uses, food trucks, outdoor sales, permitting and event permits. Staff informed the Council proposed legislation and proposed

code amendments would be scheduled for Council consideration and a public hearing in January.

**D. Emergency Management Update:** Police Captain Mark Daniel presented a power point presentation (see record, Exhibit D) and informed the Council the City's Emergency Management Plan has been updated and explained the updates.

**6. ADJOURN:** Mayor Mays adjourned the work session at 7:07 pm and convened to the regular Council session.

## **REGULAR CITY COUNCIL MEETING**

**1. CALL TO ORDER:** Mayor Mays called the meeting to order at 7:13 pm.

**2. PLEDGE OF ALLEGIANCE:**

**3. ROLL CALL:**

**4. COUNCIL PRESENT:** Mayor Keith Mays, Council President Dave Grant, Councilors Linda Henderson, Bill Butterfield, Krisanna Clark and Robyn Folsom. Councilor Matt Langer was absent.

**5. STAFF AND LEGAL COUNSEL PRESENT:** City Manager Pro Tem Tom Pessemier, Police Chief Jeff Groth, Finance Director Craig Gibons, Public Works Director Craig Sheldon, Community Services Director Kristen Switzer, Economic Development Manager Tom Nelson, Planning Manager Julia Hajduk, Police Captains Mark Daniel and Jim Reed, Police Officer/SRO Adam Keesee, Administrative Assistant Kirsten Allen, City Recorder Sylvia Murphy and City Attorney Paul Elsner.

Mayor Mays addressed the Consent Agenda and stated a councilor asked to move Item D to New Business, with no objections received on the amendment the following motion was received.

### **6. CONSENT AGENDA**

**A.** Approval of November 1, 2011 City Council Minutes

**B.** Approval of November 16, 2011 City Council Minutes

**C.** Resolution 2011-091 Canvassing Election results of the November 8, 2011 Washington County Election, proclaiming results and directing the City Recorder to enter the election results into the record

**D. Resolution 2011-092 Repealing Resolution 2009-022, a Resolution adopting a City Council policy for awarding grants to Non-profit Organizations - MOVED TO NEW BUSINESS**

**E.** Resolution 2011-093 of the City of Sherwood approving hiring decisions of the Pro Temp City Manager consistent with Section 33 of the Sherwood Charter

**F.** Resolution 2011-094 Authorizing the City Manager Pro Tem to amend the FY11 Audit Arrangement Letter with the Certified Public Accounting firm of TKW for additional services

**MOTION: FROM COUNCIL PRESIDENT GRANT TO ADOPT THE CONSENT AGENDA AS AMENDED, SECONDED BY COUNCILOR BUTTERFIELD, ALL PRESENT COUNCIL MEMBERS VOTED IN FAVOR (COUNCILOR LANGER WAS ABSENT).**

Mayor Mays addressed the next agenda item.

## **7. PRESENTATIONS**

### **A. Eagle Scout Recognitions**

Mayor Mays recognized Derek La Fave and asked Derek to provide a brief explanation of his project that awarded him the Eagle Scout Award. Derek stated his project was carried out in Woodhaven A, a neighborhood behind Sherwood high school. The project consisted of Derek and 13 other scouts installing 200 plus plaques above every storm drain in the area and passing out approximately 600 flyers to residents in the area with information regarding watershed protection. Derek explained the plaques indicate "No Dumping" and language regarding protecting watersheds. Derek stated the project was completed in one day with the assistance of the other scouts. Mayor Mays recognized Derek for achieving the Eagle Award at age 16 and presented him with a Certificate of Achievement.

Council asked regarding the support provided by the other scouts and how Derek selected the project. Derek explained the support was provided by younger scouts earning service hours and the project consisted of him contacting the City and working with staff members Rich Sattler and Denise Berkshire and said with their assistance the plaques were donated.

Mayor Mays recognized Jordan Bowers for his Eagle Scout Award and read a description write up of the project provided by Jordan who was away at school and could not attend the meeting. Jordan's project consisted of working with Portland Police Transit and building replacement benches for their employee locker rooms and a display case for displaying letters of recognition received by the officers. Jordan received assistance from other scouts and had an opportunity to learn a skill he did not know and be able to teach that skill to the other scouts. Jordan indicated his favorite part of the project was delivering the items built and seeing the expressions of the Transit staff that were amazed and appreciative of the benches and display case. Jamie Bowers, Jordan's mother accepted the Certificate of Achievement in Jordan's absence.

Mayor Mays recognized Jeffrey Williams for his Eagle Scout Award, Jeffrey was not in attendance to accept his Certificate of Achievement.

Mayor Mays addressed the next agenda item.

### **B. Proclamation Declaring Human Rights Week**

Mayor Mays read the proclamation and invited Lauri Stewart from the Washington County Human Rights Office to come forward and accept the proclamation. Ms. Stewart came forward and thanked the Council and the City for the proclamation and provided comments regarding the importance of recognizing and supporting human rights.

### **C. Red Flex Photo Radar System Information and Update**

Police Chief Jeff Groth presented a power point presentation (see record, Exhibit E) and briefed the Council on the program data for the first 12 months of the program, November 1,

2010 to October 31, 2011. Chief Groth informed Council of the City's partners in the program being ODOT and the Washington County District Attorney's office and explained the partnerships. Chief Groth informed Council that staff continues to work with ODOT and they will be installing a protected right turn arrow at the intersection of Hwy 99 northbound turning east onto Tualatin-Sherwood Road. Chief Groth stated ODOT is concerned with traffic safety and supports the City.

Mayor Mays stated ODOT controls these intersections and asked if they will be looking at the timing of the green light signals. Chief Groth replied staff brought this issue to ODOT's attention the last time staff met with them and also spoke with them regarding developing more signage. Discussion followed regarding the data presented and Chief Groth stated more than 90 percent of the citations are from non-Sherwood residents.

Mayor Mays thanked Chief Groth and addressed the next agenda item.

## **8. CITIZEN COMMENTS**

Neil Shannon 23997 SW Red Fern Drive, Sherwood came forward and commented regarding Council procedures for receiving citizen input. Mr. Shannon stated he was concerned with not being able to comment on business items on the agenda and said Council doesn't accept citizen comments on resolutions listed on the agenda. Mr. Shannon stated the Council has discussed the sidewalk issues in work sessions and citizens are not allowed to provide comments in work sessions. Mr. Shannon stated he could attempt to speak to council members outside of a public meeting but if issues are taken to a public hearing level then we have to deal with ex parte contacts. Mr. Shannon suggested the Council take a look at their rules and consider opening this up to allow for citizen comments and said he understands this could prolong council meetings but feels rules could be established to allow for some comments and believes citizen input is a good thing.

Mayor Mays thanked Mr. Shannon and stated citizen comments can be received on items listed on the agenda at the request of a Council member and said Council can discuss this topic at a future Council work session when they address Council rules.

With no other citizen comments received, Mayor Mays addressed the next agenda item.

## **9. NEW BUSINESS**

### **A. Resolution 2011-095 Authorizing the Mayor sign a contract for City Manager search and recruitment services with Waldron & Company**

City Attorney Paul Elsner with Beery Elsner Hammond recapped the staff report and offered to answer Council questions.

Councilor Henderson asked regarding the language in Section 1 of the resolution, "substantially akin". Mr. Elsner explained in the event the Council opted to alter the contract or discovered an error after it was approved, this language would allow flexibility for insubstantial changes that do not affect the substance of the agreement.

With no other Council comments, Mayor Mays asked for a motion.

**MOTION: FROM COUNCIL PRESIDENT GRANT TO ADOPT RESOLUTION 2011-095, SECONDED BY COUNCILOR FOLSOM, ALL PRESENT COUNCIL MEMBERS VOTED IN FAVOR (COUNCILOR LANGER WAS ABSENT).**

Mayor Mays addressed the next agenda item.

**B. Resolution 2011-096 Resolution 2011-096 Authorizing the City Manager Pro Tem to sign an Operating Agreement between the City of Sherwood and Loaves & Fishes**

Community Services Director Kristen Switzer explained the resolution and the changes in the agreement and explained the most significant changes to the agreement were the City will be adding janitorial services and paying for the utilities. Kristen informed the Council the City has been doing this since July 1<sup>st</sup> and is now putting the language in the agreement. Kristen said the other thing staff has looked at is splitting the cost of repair and maintenance of kitchen equipment and said the agreement indicated that Loaves & Fishes would pay for the first \$2000 of repair and the City would pay for the second \$2000 and then both parties would split any additional costs.

Mayor Mays commented that through the Washington County Community Development Block Grant (CDBG) program in the past few years, most of the equipment has been replaced. Kristen confirmed and said staff has also asked that Loaves & Fishes inform staff of any needs in January of each year to allow for budgeting.

Councilor Henderson asked if the agreement is similar to other agreements Loaves & Fishes has with other senior centers. Kristen replied yes and said the City is still not contributing quite as much as other cities as some centers receive cash contributions, but we are now more in line with other cities in comparison to prior years.

Councilor Folsom stated she is grateful for the services Loaves & Fishes brings to the seniors of our community and said she was not involved in the details of the agreement but is in support of the agreement.

With no other comments received, Mayor Mays asked for a motion.

**MOTION: FROM COUNCILOR HENDERSON TO ADOPT RESOLUTION 2011-096, SECONDED BY COUNCILOR CLARK, ALL PRESENT COUNCIL MEMBERS VOTED IN FAVOR (COUNCILOR LANGER WAS ABSENT).**

Mayor Mays addressed the next agenda item.

**C. Resolution 2011-097 Approving the Concrete Sidewalk Repair Assistance Program**

Public Works Director Craig Sheldon explained the Council has had a few work sessions on this topic and in 2009 staff conducted inspections and found about 226 issues with sidewalks. Craig stated our current Municipal Code calls that property owners are responsible for sidewalks and stated 60 days' notice is given to the property owner to fix needed repairs and then a lien is processed. Craig stated the city has never issued a lien. Craig stated Council in 2011-12 approved a sidewalk maintenance fee to help offset some of the costs to make the repairs. Craig stated this is strictly an assistance program, this is not the City taking responsibility for the sidewalks, and it is still the responsibility of the property owner to repair the sidewalk. Craig stated this is a program where the City can get competitive bids for citizen to use to make the repairs as well as use their

utility bills for up to 12 months to pay back the cost of repairs. Craig stated staff would like to recommend a cost for the shave and or repairs and said the costs are not indicated in the resolution it has been left blank for Council' consideration.

Mayor Mays stated in the proposed resolution it has been left blank, but there's language to allow it to be updated in the future and asked Craig if staff is asking Council to propose a fee today or is there time to allow the City's Budget Committee an opportunity to weigh in.

Craig replied the Council can leave it blank today and set the program and said staff has been doing the inspections and can come back at a Budget Committee meeting after set bids have been received and ask to receive Budget Committee input.

Craig informed the Council on how the program will work and said inspections occurred in December and January and then notices are sent out and the homeowner then has 60 days to comply per our ordinance, therefore by roughly February 1<sup>st</sup> we will need to have a plan in place.

Councilor Henderson asked if Craig had a cost estimate of a shave versus a replacement. Craig answered that a shave could be around \$70-\$80 with a replacement around \$400 to \$1000 depending on the damage.

Council President Grant asked Craig regarding language on page 60 of the Council Packet under "full replacement" "less than 25% of the total number of sidewalk panels on any given side of the property needs to be repaired" and said this is the exact language that is indicted for shaving. Craig explained that if the damage is more than 25% the assistance program cannot help.

Councilor Folsom asked if staff knows how educated our citizens are in knowing that sidewalk repairs are their responsibility and asked if staff crews have had contact with citizens. Craig replied staff has been in contact and stated in 2005-06 the City got to the lien language and received feedback from community members and the City did not proceed any further. Discussion continued on lack of enforcement and problem sidewalks from 2005-06 now being worse and how some property owners will make the repairs and other won't.

Councilor Butterfield stated "repair" doesn't include anything that would be causing the sidewalk to deteriorate, such as trees. This is just repairing the problem at hand and not addressing what is causing the problem. Craig replied as discussed in work session, some trees will have to be removed and arborist' time has been budgeted in this program.

Mayor Mays asked if the criteria dictates if it is a shave or a replacement based on the difference in cost between a shave and a replacement. Craig confirmed that it did and stated there is about \$245,000 for the next five years to help people make the repairs.

Councilor Henderson asked how many sidewalks have been identified that need repair. Craig stated around 245 were identified in 2009. Of those, 209 would have fallen under the shave program at that time.

Mayor Mays asked for input from Council on establishing the fees in the resolution, or accepting staff recommendation or allowing for the Budget Committee to provide input.

Councilor Folsom asked the Council to consider receiving citizen comments.

Councilor Henderson said if we choose to leave it blank when does the Budget Committee meet? Staff replied the third Monday in January. Councilor Henderson said she wanted to be sensitive to the timeliness of staff needs.

Councilor Folsom asked regarding staff recommendation on the fee. Mayor Mays answered \$25 and \$50 and Craig stated the numbers are about half the cost of the shave, which is the majority of the repairs.

Mayor Mays asked to receive citizen comments on the proposed resolution.

Neil Shannon 23997 SW Redfern Drive, Sherwood came forward and stated he is against big government solutions and said the City failed to enforce repairs in the past. Mr. Shannon stated the lien language in the resolution still remains and questioned if the City would follow through with putting liens on properties. Mr. Shannon commented that the discussion on fees should have been discussed when the sidewalk repair fee was added to the water bill. Mr. Shannon commented that this is probably an appropriate way to put together a repair program for sidewalks and in four years he will be arguing not to renew this temporary tax. Mr. Shannon stated he appreciates the fact that the City is phasing in the program over a four year period.

Mayor Mays thanked Mr. Shannon and asked to receive other citizen comments, none were received.

Mayor Mays commented about work session discussions and city standards set in place not always being best for trees and or sidewalks and said this issue is occurring in other communities as well and provided examples from the City of Tualatin.

Mayor Mays stated he was unsure about the fee level and asked for Council feedback on putting this before the Budget Committee. Discussion followed regarding the Budget Committee meeting schedule and the timing of the program notification letters.

Craig Sheldon commented about the need of getting it approved and said staff would not send out letters until something is approved and hoped to have something back by the first Council meeting in February.

Mayor Mays asked for Council comments and said he feels it's important to move forward and staff could come back to Council in February to amend the resolution after receiving feedback from the Budget Committee. With no other comments received the following motion was made.

**MOTION: FROM COUNCIL PRESIDENT DAVE GRANT TO ADOPT RESOLUTION 2011-097 AS SUBMITTED WITHOUT COST INFORMATION, SECONDED BY COUNCILOR BUTTERFIELD. ALL PRESENT COUNCIL MEMBERS VOTED IN FAVOR (COUNCILOR LANGER WAS ABSENT).**

Mayor Mays addressed the next agenda item.

**D. Resolution 2011-098 Supporting BOOTS (Businesses of Old Town Sherwood) in its application for "Transforming Main Street" level to the Oregon Main Street Program**

Mayor Mays stated the Council held a work session on this subject and the Main Street Program application. Economic Development Manager Tom Nelson came forward and explained the resolution and recapped the staff report.

With no comments from the Council the following motion was received.

**MOTION: FROM COUNCILOR HENDERSON TO ADOPT RESOLUTION 2011-098, SECONDED BY COUNCILOR FOLSOM, ALL PRESENT COUNCIL MEMBERS VOTED IN FAVOR (COUNCILOR LANGER WAS ABSENT).**

Council addressed Resolution 2011-092 moved from the Consent Agenda.

**Resolution 2011-092 Repealing Resolution 2009-022, a Resolution adopting a City Council policy for awarding grants to Non-profit Organizations**

Finance Director Craig Gibbons explained the topic was an unscheduled discussion of the Budget Committee at their November 21<sup>st</sup> meeting. Craig explained in the discussion of supporting local community efforts with cash grants, the group also discussed the in-kind support and services provided by the City and the cost associated with the services. Craig stated the group discussed tracking these costs and said the resolution before Council came from these discussions.

Mayor Mays commented on the services provided by the City in the form of resources or public safety for various events and asked for other Council comments.

Councilor Folsom commented on the special event permitting process and the amount of time previously spent on grant funding discussions.

Councilor Henderson commented regarding staff contacting non-profit organizations to inform them of the new policy and how they are able to work with staff utilizing the special event process and still receive assistance from the City.

City Manager Pro Tem Tom Pessemier added that staff has had previous conversations regarding tracking costs and has begun tracking costs for in-kind services to help with the budgeting process in the years moving forward.

With no other comments received, Mayor Mays asked for a motion.

**MOTION: FROM COUNCILOR HENDERSON TO ADOPT RESOLUTION 2011-092, SECONDED BY COUNCILOR BUTTERFIELD, ALL PRESENT COUNCIL MEMBERS VOTED IN FAVOR (COUNCILOR LANGER WAS ABSENT).**

## **10. CITY MANAGER AND STAFF DEPARTMENT REPORTS**

City Manager Pro Tem Tom Pessemier asked Police Chief Groth to report on the SRO (School Resource Officer) Program. Chief Groth informed the Council that the City was notified by CIS (City County Insurance) regarding a Law Enforcement Bonus Program. Chief explained the criteria that must be met to qualify to receive a bonus and how the City has scored high enough to received said bonus of 1% of the fees paid to CIS. Chief Groth introduced Police Captain Jim Reed, SRO Adam Keesee and High School Principle Carlos Sequeira.

Captain Reed explained the interview selection process of the SRO. Mr. Sequeira thanked the City Council for their support of the program, explained the interview process for the SRO position and informed of the program benefits. Officer Keesee provided a brief explanation of his experience as SRO and integration from a police office to an SRO and explained the benefits of

the program and why he wanted to be the SRO. Officer Keesee shared a story with the Council regarding a recent experience with a Sherwood elementary student and the connection made with the student at a previous school event that allowed for the student to appear comfortable approaching Officer Keesee and Officer Keesee taking the opportunity to seize the moment and connect with the student.

Chief Groth commented regarding the story of Officer Keesee and explained how the SRO Program is an investment.

Mayor Mays thanked staff and Mr. Sequeira.

Tom Pessemier informed the Council of a water flyer that was distributed in the community explaining the flushing program and getting water from the Willamette and asked Public Works Director Craig Sheldon to explain.

Craig stated the flushing had not yet begun and explained the water transitioning program and process.

Tom Pessemier informed the Council Langer Farms Parkway opened up on November 18<sup>th</sup>.

Councilor Henderson asked for an update on the Cannery Plaza. Tom Pessemier explained the progress to date and said the project was a bit behind schedule. Ms. Henderson asked if we had concerns due to the weather.

Economic Development Manager Tom Nelson replied this is why things are delayed and they hope to have it completed by December 20<sup>th</sup>.

With no other items to report on, Mayor Mays addressed the next agenda item.

## **11. COUNCIL ANNOUNCEMENTS**

Councilor Folsom commented regarding the Cultural Arts Commission and reported the Commission along with the Robin Hood Festival Association, Voices for the Performing Arts and the Sherwood Foundation for the Arts submitting a grant application to the Oregon Arts Commission, Arts Builds Community, for an event called the Royal Academy. The grant was award in the amount of \$3000. Councilor Folsom commended Cultural Arts Commission member Alyse Voldemark for writing the grant and bringing all the partners together.

Councilor Folsom reported on the Voices for Performing Arts (VPA) performance to be held this coming Saturday at the Sherwood High School. Ms. Folsom thanked the Public Works Department for their support of the holiday festival and recognized Give & Gobble for their event.

With no other announcement received, Mayor Mays adjourned to an Executive Session.

## **12. ADJOURN TO EXECUTIVE SESSION**

Mayor Mays adjourned the Council meeting at 8:55 pm and convened to an Executive Session.

## **EXECUTIVE SESSION**

1. **CALL TO ORDER:** Mayor Mays called the meeting to order at 9:05 pm.
2. **COUNCIL PRESENT:** Mayor Mays, Council President Dave Grant, Councilors Linda Henderson, Bill Butterfield, Robyn Folsom and Krisanna Clark. Councilor Matt Langer was absent.
3. **STAFF PRESENT:** City Manager Pro Tem Tom Pessemier and City Recorder Sylvia Murphy.
4. **OTHERS PRESENT:** Sally Ho with the Oregonian.
5. **TOPIC DISCUSSED:** City Recorder annual performance evaluation, pursuant to ORS 192.660(2)(i). The City Recorder provided Council members with a report indicating areas of responsibilities and duties of the City Recorder and outlined accomplishments achieved in 2011 (see record, Exhibit A). Council discussion and review followed. Upon conclusion Mayor Mays stated compensation cannot be discussed in Executive Session and reconvened to the regular Council meeting.
6. **ADJOURN EXECUTIVE SESSION:** Mayor Mays adjourned the Executive Session at 9:50 pm and reconvened the regular session.

## **REGULAR SESSION**

1. **COUNCIL PRESENT:** Mayor Mays, Council President Dave Grant, Councilors Linda Henderson, Bill Butterfield, Robyn Folsom and Krisanna Clark. Councilor Matt Langer was absent.
2. **STAFF PRESENT:** City Manager Pro Tem Tom Pessemier and City Recorder Sylvia Murphy.
3. **OTHERS PRESENT:** Sally Ho with the Oregonian.
4. **TOPIC DISCUSSED:** City Recorder annual performance evaluation.

Mayor Mays stated the Council concluded the annual performance evaluation of the City Recorder in the Executive Session and has reconvened the regular session. Mayor Mays stated the scope of the responsibilities of the City Recorder isn't understood by most, unless you've had an opportunity to serve as a Board or Commission member or a Council member. Mayor Mays stated the Council appreciates the work performed by the City Recorder and her attention to detail. Mayor Mays said the City Recorder is a contracted employee who works for the Council and said the Council received information on comparable salaries from other cities. Mayor Mays asked for Council discussion and reminded the Council that Ms. Murphy did not receive an increase at her previous year' evaluation. Discussion followed regarding the types of adjustments Council is able to consider, the percentages of increase, COLA percentages anticipated for 2012 and prior year COLA's. Council discussed recommendations of a 2-3% increase and the following motion was made.

**MOTION: FROM MAYOR MAYS TO ADJUST THE CITY RECORDERS COMPENSATION WITH AN INCREASE OF 3% FOR THE YEAR EFFECTIVE JANUARY 1, 2012 WITH NO ELIGIBILITY FOR COLA IN 2012, SECONDED BY COUNCILOR HENDERSON, ALL PRESENT COUNCIL MEMBERS VOTED IN FAVOR (COUNCILOR LANGER WAS ABSENT).**

**5. ADJOURN:** Mayor Mays adjourned at 9:50 pm.

Submitted by:

  
Sylvia Murphy, CMC, City Recorder

  
Keith S. Mays, Mayor