

**MINUTES
CITY COUNCIL REGULAR MEETING
FEBRUARY 14, 2017**

CALL TO ORDER

The regular meeting of the City Council of the City of Highland was called to order at 6:00 p.m. by Mayor Lilburn at the Donahue Council Chambers, 27215 Base Line, Highland, California.

The invocation was given by Tracy Johnson, Immanuel Baptist Church, and the Pledge of Allegiance was led by Mayor Lilburn.

ROLL CALL

Present: Chavez, Lilburn, Solano, Timmer
Absent: McCallon

REPORT FROM CLOSED SESSION

City Attorney Steele stated prior to the meeting this evening, the Council and Housing Authority met in closed session regarding the items on the posted agenda. Councilmember McCallon was not in attendance and the members took reports from staff and gave direction but took no reportable action.

SPECIAL PRESENTATIONS

None

PUBLIC COMMENT

None

CITY COUNCIL CONSENT CALENDAR

A MOTION was made by Councilman Chavez, seconded by Councilman Timmer, to approve the consent calendar as submitted. Motion carried on a roll call vote, 4-0, with Mayor Pro Tem McCallon being absent.

1. Waive the Reading of All Ordinances
Waived the reading of all Ordinances in their entirety and read by title only.
2. Minutes – January 24, 2017 City Council Regular Meeting
Approved the Minutes as submitted.

3. Warrant Register
Approved Warrant Register No. 639 for February 14, 2017, in the amount of \$1,954,320.81 and Payroll of \$163,261.17.
4. Treasurer's Report for December 2016
Received and filed Treasurer's Report for December 2016.
5. Claim Consideration – Laura Remus
Rejected claim.
6. Grant of Easement – Sycamore Drive Storm Drain
 1. Accepted the Grant of Easement for Community Trail and Drainage purposes from Monique Gaston; and
 2. Directed the City Clerk to record the Grant of Easement.
7. Installing ALPR Systems at Various Locations
Approved the installation of the ALPR system at the following locations: Westbound 5th Street at Central Avenue (two lanes), southbound Central Avenue at 5th Street (one lane), southbound Palm Avenue at Base Line (two lanes), eastbound Base Line at Church Street (one lane) and northbound Boulder Avenue at Beaver Medical Clinic (two lanes).
8. 2017/2018 Work Program
Adopted the 2017/2018 Work Program.
9. Request to the City of Redlands to Waive Fees Associated with the Rental of their Mobile Stage for the Citrus Harvest Festival
Approved request for the City of Redlands to waive fees for their mobile stage for the Citrus Harvest Festival.
10. "Come Home to Highland" Program Report for the Period of January 1, 2016, to December 31, 2016
Received and filed the report.
11. Extension of Time in which the Housing Authority may Deploy Projects on Properties Purchased with Low- and Moderate- Income Housing Funds
Adopted Resolution No. 2017-003 requesting an extension of time under Health and Safety Code Section 33334.16.

RESOLUTION NO. 2017-003

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, APPROVING AN EXTENSION OF TIME UNDER HEALTH AND SAFETY CODE SECTION 33334.16 AND AFFIRMING THE INTENTION OF THE CITY COUNCIL THAT THE PROPERTY BE USED DIRECTLY IN THE MANNER PRESCRIBED BY SECTION 33334.16

12. Extension of Janitorial and Park Clean Up Services Contract
Extended the janitorial and park clean up services contract with Commercial Cleaning Systems for one year.
13. Notice of Completion – Bid No. 2013-11, “5th Street Pavement Widening Phase 1” (Project No. str07002)
 1. Accepted Project No. str07002, “5th Street Pavement Widening Phase 1” (Bid No. 2013-11) as complete;
 2. Authorized the Mayor to sign the Notice of Completion; and
 3. Directed the City Clerk to file the Notice of Completion.

CITY COUNCIL PUBLIC HEARING

14. Allocation of the City of Highland’s Community Development Block Grant Applications

Mayor Lilburn excused herself from this item due to a conflict of interest as she is employed by one of the applicants. She will be turning this item over to Councilman Timmer to conduct the hearing.

Mayor Lilburn left the dais.

Councilman Timmer opened the public hearing.

Assistant Community Development Director Stater stated this is the time of year that the City of Highland has received from the County of San Bernardino all of the CDBG applications that have been deemed eligible for funding. Those are sent to us for the City Council to prioritize. They go back to the County and then they are given their allocation by the Board of Supervisors. So this year’s allocation is anticipated to be \$360,594.00. HUD requires that the City not allocate more than 15% of those monies to public service projects which is \$55,289.00 and a minimum allocation of 85% which is \$313,305.00 to what are termed construction projects. The City itself has two CDBG applications that are part of your package for consideration this evening. The first is enhanced code enforcement for \$123,997.00 and the second, a pavement rehabilitation project for \$250,000.00. We found it kind of, for the ease of the Council staff has provided you with page 12 and 13 of your staff report, there are two tables that break down our public service and our construction projects, indicating the amount requested by the applicant and the amount that is available for funding.

Ms. Michelle Williamson, Central Little League President, spoke regarding their program and their request of CDBG funds.

Ms. Betty Chambers, Children’s Fund, spoke regarding their program and their request of CDBG funds.

Mr. Cameron Griffin, Assemblyman Steinorth's Office, spoke regarding their support of the Highland Senior Center.

Ms. Jessica Alexander, Operation Grace, spoke regarding their program and their request of CDBG funds.

Ms. Jody Scott spoke regarding her support of the Highland Senior Center.

Mr. Donald Doris presented a short power point presentation regarding the Highland Senior Center.

Ms. Diane Kasotas spoke regarding her support of the Highland Senior Center.

Mr. Tom Leo spoke, Highland Library, regarding their program and their request of CDBG funds.

Ms. Margaret Hill, Highland YMCA Charter Member, spoke regarding her support of the Highland YMCA.

Mr. Cesar Hernandez, Highland YMCA Executive Director, spoke regarding their program and their request of CDBG funds.

Mr. John Jagger spoke regarding his support of the Highland YMCA.

Councilman Timmer called for any other speakers in favor or in opposition of this item. Seeing none, the public hearing is now closed.

Councilman Timmer stated he would like to give a little information so that people in the audience are aware of what we are facing. Some folks mentioned that we have more requests than we have funds. Just to put that into perspective, the Community Development Block Grant Funds comes through the Federal Government and we have a 12% reduction this year. So obviously the decision process is getting harder and harder to make each time, and we have way more requests than we have funds available. So with that we have two categories of funds. One is construction and other community improvement projects. Generally that's hard road construction or buildings. That one is generally pretty easy to allocate because there are very few requests, but the one that is really tough is the public service project and programs. That's what is being talked about here tonight. So what I would suggest is we do the construction one first; that's a little easier and we get that out of the way. We have \$313,305 available. There are two projects that he thinks in the City that we struggle with all the time. One is maintaining the roads and repairing the roads and rebuilding the roads for which the City put in a request. The other one is code enforcement. We all know the issues we have with code enforcement in the Community Development Block Grant area, so I would suggest at this point that we look at those two programs and see how we can split the funding. He was going to suggest, just as a point of discussion, we had a request of \$250,000 for the City for road improvements.

He would suggest we do \$189,308 and then for the code enforcement enhancement program \$123,997 and that adds up to the \$313,000. He would suggest that as a point of start for discussion.

Councilman Chavez inquired would that take away Operation Grace.

Councilman Timmer responded yes, for the reasons he mentioned about the need for improving the roads which we've talked about during the work program, about how we can improve the roads and so we have funds available to do that. Historically, the bulk of those funds have been used for road repair in the Community Development Block Grant area and also code enforcement has always been a sensitive issue, not having enough staff, and this helps provide services to the west side of town, that block grant area, to continue some of those activities. In fact, we have one of those issues tonight before us on the appeal. To him roads are very important.

A MOTION was made by Councilman Timmer, seconded by Councilman Chavez, to prioritize funding of FY 2017-2018 Community Development Block Grant Applications in the following allocation amounts, LOG Number HIGH17-002, Pavement Rehabilitation on Fairfax Lane, Michael Drive, Court Street, Elm Street and Bertie Lane in the amount of \$189,308, and LOG Number HIGH17-003, Enhanced Code Enforcement in the amount of \$123,997 which totals to the amount of \$313,305. Motion carried, 3-0, with Mayor Lilburn abstaining and with Mayor Pro Tem McCallon being absent.

Councilman Timmer stated again we have less money available than we have had in the past, a 12% reduction. What he was going to do is just throw out a point to start with based on what we've done historically and what maybe we have...(inaudible). The organizations all have a lot of merit, and it's really tough and I know we've struggled over this issue for years and years because the money seems to dwindle lower and lower every year. Last year we gave \$11,000 to the Central Little League and I would propose we do the same this year. The Highland Senior Center last year got \$24,000 and I would suggest we do the same again. The Highland Library got \$9,500; to try to get the numbers to balance I would reduce that to \$9,000. The YMCA last year got \$11,632, I would suggest we do \$11,289 and that comes out to the total if I'm correct. I would suggest this at this time for a discussion point.

Councilwoman Solano stated she is okay with this.

Councilman Chavez stated he kind of wanted to give a little bit to the children's fund. How can we figure this out?

Councilman Timmer stated he focused on organizations that are actually in Highland or right adjacent to the border of Highland because the City of San Bernardino will fund many of the ones that are listed from the City of San Bernardino. They have Community Development Block Grant funds as well.

The county also has an allocation of funds that they allocate to organizations, but the Council historically has always focused on organizations that actually serve in Highland or right on the border of Highland.

Councilman Chavez stated all right.

A MOTION was made by Councilman Timmer, seconded by Councilwoman Solano, to prioritize funding of FY 2017-2018 Community Development Block Grant Applications in the following allocation amounts, LOG Number HIGH17-006 Central Little League in the amount of \$11,000, LOG Number HIGH17-014 Highland Senior Center in the amount of \$24,000, LOG Number HIGH17-019 San Bernardino County Library in the amount of \$9,000 and LOG Number HIGH17-058 Highland Family YMCA in the amount of \$11,289 which totals to the amount of \$55,289. Motion carried, 3-0, with Mayor Lilburn abstaining and with Mayor Pro Tem McCallon being absent.

Council took a brief recess at 6:45 p.m.

Council resumed regular session at 6:47 p.m.

15. Development Impact Fee Annual Adjustment for 2017

Mayor Lilburn opened the public hearing.

Public Works Director/City Engineer Wong stated each year the City Council adjusts the development impact fees amount to reflect the prevailing construction costs of the various infrastructure improvements. As shown on page 2 of your staff reports you can see that listing of nine infrastructure improvements. The first three categories including regional circulation, local circulation and regional flood control facilities are to be adjusted based on the Cal Trans Highway construction item index as per established City Council Resolution. This index actually went up 17% last year, pretty high increase. The last remaining six items including law enforcement facility, fire facility, general government facilities, library, community center and parks, these six categories are to be adjusted based on the Department of General Services California Construction cost index. This index went up 4.34%. The Finance Subcommittee revealed the calculation of this cost adjustment based on this index and also considers a request from the Building Industry Association has made a recommendation that is different from what was presented to them by staff at meeting. What the Finance Subcommittee proposed is that instead of 17% increase for the first three items, that 17% be reduced to 4.34%, similar to the percentage used for the last six items. In addition, he needs to mention that in addition to the annual cost increase the first three items also need to catch up on a deferred adjustment which the City Council decided to defer two years ago, because there was a pretty high increase two years ago and the City Council determined that for these two items let's spread the increase over a three year period. Each of the last two years 1/3 of the deferred increase was applied to that year's adjustment. So for the 2017

this will be the last 1/3 increase. The committee said to include that 1/3 increase plus the reduced annual increase that goes from 17% down to 4.34%. Based on this discussion, what you see on page 2 are the results of the percentage adjustment to these nine infrastructure categories and using these factors that applying these changes to the various type of new development. If you would go to page 1, page 1 shows six different types of developments. For example, for the attached dwelling which is single family homes, the existing development impact fee would go from \$23,700 to \$26,262 etc. down the list. He wants to mention that you have a copy of the letter from the Building Industry Association that was given to us after the Finance Subcommittee meeting. The letter basically indicated that they appreciate the opportunity to request for a lower rate at the meeting and that they do not have any further comment on the new proposed rate.

Mr. Stephen Rogers stated he is speaking on behalf of the Mentone Area Community Association. Back when the Harmony project was being reviewed, probably two years ago now, I met with the City Manager and the City Engineer about some projects that he had come to understand were not included in the development fees. Basically it's a very complex process when you're talking about these development fees for transportation, because it's a process that involves SANBAG and of course your SANBAG representative isn't here tonight. SANBAG has something called the Nexus Study and all the cities, including my city of Redlands, is supposed to submit their projects that are either are on arterials or other major facilities and they all get included into the Nexus Study. Well he has recently spoken at SANBAG, he has spoken at Redlands, and there are a number of projects that are not in the Nexus Study. One of those projects is the San Bernardino Avenue and the I210 Interchange and this project is really, it's not in Highland but it was impacted by the Harmony project. A big chunk of the traffic for Harmony goes to this interchange. Well, because it's not properly shown in the Nexus Study the improvements that ultimately need to happen there are not included and that means the developer fees aren't being taken to cover that. The other projects that he became aware of are bridges. One is the Garnet Bridge which the County is upgrading now, and what we were told in the discussions with Harmony was that once Harmony was approved that the next day the City Engineer would be talking about widening that bridge. He is wondering if that improvement is included in the development fees or not. In reviewing that again they are putting in a two lane bridge, the County is putting a two lane bridge; the requirement for Harmony is for a four lane bridge with bike lanes, and I reread the County's comments on that. That's what the County is saying. The last project is the new bridge at Fitch Hatchery Road over Mill Creek, and again we were told that the day after Harmony gets approved the city is going to start working on that. He is wondering if that's happened and if that's included in these development fees because the developers need to pay their fair share.

Mayor Lilburn called for any other speakers in favor or in opposition of this item. Seeing none, the public hearing is now closed.

Councilman Timmer stated when we developed development impact fees years ago, that was with the premise or the understanding that new development would pay 100% of its own way, that the existing residents would not subsidize new projects. This is what is being proposed tonight and continues to do that. Harmony is not before us tonight so there's really no point in discussing Harmony, even though we addressed all those issues in the Harmony agreement. But today we're just addressing projects that are up-coming in the future that we are collecting the money so that existing citizens don't have to pay for those projects caused by new developments.

Mayor Lilburn inquired if both items can be approved?

City Attorney Steele stated sure, both items can be approved in the same motion. For clarification purposes, building on what Mr. Timmer stated, a referendum was filed on the Harmony project and so the project approvals were stayed and are not in effect until after the election which Council scheduled in 2018. So those project approvals are not effective until after that election.

A MOTION was made by Councilman Timmer, seconded by Councilman Chavez, to approve:

1. Resolution No. 2017-004 amending Development Impact Fees for all developments; and
2. Resolution No. 2017-005 amending Park and Recreation Fee applicable to residential development pursuant to the Quimby Act. Motion carried, 4-0, with Mayor Pro Tem McCallon being absent.

RESOLUTION NO. 2017-004

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, AMENDING DEVELOPMENT IMPACT FEES FOR ALL
DEVELOPMENTS WITHIN CITY OF HIGHLAND**

RESOLUTION NO. 2017-005

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, AMENDING A FEE APPLICABLE TO RESIDENTIAL NEW
DEVELOPMENT WITHIN THE CITY OF HIGHLAND ON PARK LAND
ACQUISITION AND PARK FACILITIES DEVELOPMENT, PURSUANT TO
SECTION 16.40.200 OF THE HIGHLAND MUNICIPAL CODE AND THE
QUIMBY ACT (GOVERNMENT CODE SECTION 66477)**

16. Ordinance No. 414 Establishing a Fee and Service Charge Revenue/Cost Comparison System and Resolution No. 2017-006 Establishing a Schedule of Fees and Charges for City Services

Mayor Lilburn opened the public hearing.

Director of Administrative Services Dantuono stated we update our city fees every two years. We had Rick Kermer from Revenue Cost Specialists come out and meet with staff. We go over any additions, deletions, changes to any of the fees that need it. At the very end of the process we have this report you see here. Like every report, you're going to see the city fees most of them typically marginally and this is in line with prior reports. We took this item to the Finance Subcommittee and the Subcommittee is recommending we introduce the Ordinance tonight. The resolution is attached for informational purposes only. The Building Industry Association was present at the Finance Subcommittee meeting and gave a verbal approval.

Mayor Lilburn called for any speakers in favor or in opposition of this item. Seeing none, the public hearing is now closed.

Mayor Lilburn stated the current fee structure was at \$105 and the cost unit was \$111 and we only raised it to \$105 and we put it \$110. Why didn't we just go forward and move it to the \$111.

Director of Administrative Services Dantuono stated we just round up or down to the nearest five.

Mayor Lilburn stated it looks like we subsidize many of these.

Director of Administrative Services Dantuono stated I wouldn't say many but that's what the Ordinance is for. Typically the special event permits, home occupation business licenses...

Mayor Lilburn stated okay.

Councilman Timmer stated part of the issue on this is people look at this, a lot of people in the public think where did the fee number come from? Did we just pull it out and say this is what we are going to charge to get some kind of permit to fix electrical? Really this process is quite extensive. A consultant comes in and talks to the staff person who does this particular permit, they talk to them and find out exactly how much time it takes to issue that permit and do the inspections and all the things associated with that permit and then they set the fee based on that dialogue. Legally we can't charge any more than the fee cost to put it out.

A MOTION was made by Councilman Timmer, seconded by Councilwoman Solano, to introduce Ordinance No.414 establishing a fee and service charge revenue/cost comparison system. Motion carried, 4-0, with Mayor Pro Tem McCallon being absent.

City Clerk Hughes introduced Ordinance No. 414:

ORDINANCE NO. 414
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, AMENDING CHAPTER 2.36 ("FEES AND SERVICE CHARGES")
OF THE HIGHLAND MUNICIPAL CODE TO PROVIDE ADDITIONAL
CATEGORIES OF FEES AND CHARGES, AND TO UPDATE
AND AMEND OTHER PROVISIONS AS APPROPRIATE

which title was read.

RESOLUTION NO. 2017-006
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, ESTABLISHING A REVISED SCHEDULE OF FEES AND
CHARGES FOR CITY SERVICES

CITY COUNCIL LEGISLATIVE

17. Consideration of an Appeal under Title 8, Chapter 8.32 of the Highland Municipal Code of the Decision of the Public Nuisance Hearing Board Declaring that a Public Nuisance Exists on the Property Located at 24969 5th Street, Highland, California, and Ordering the Owners of the Property to Abate the Nuisance Conditions Contained thereon. PNHB Case No. 16-007. [Appellant/Property Owner: Mr. Ferrel Barner]

Community Development Director Mainez gave a brief review of the staff report.

City Public Nuisance Hearing Board Officer David Palmer, Stradling, Yocca, Carlson & Rauth, stated the Council's role here is solely limited to reviewing the record, reviewing the written appeal, and having no further hearings on this. There is a right to public comment at all Council meetings but that is not an opening to reargue what the Nuisance Board has already decided. This is a public comment portion. There is no further hearing in front of the Council. You may speak to the Council this is not a question and answer session. We are following the municipal code and the requirements set forth at the hearing.

Mr. Ferrel Barner spoke in support of his appeal regarding the public nuisance case for his property located at 24969 5th Street.

A MOTION was made by Mayor Lilburn, seconded by Councilman Chavez, to adopt Resolution No. 2017-007 affirming the Public Nuisance Hearing Board's finding of a public nuisance at 24969 5th Street, Highland, California, and ordering the property owner(s) to abate the nuisance conditions within 30 days. Motion carried, 4-0, with Mayor Pro Tem McCallon being absent.

RESOLUTION NO. 2017-007

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, FINDING THAT A PUBLIC NUISANCE EXISTS ON PROPERTY LOCATED AT 24969 5TH STREET, HIGHLAND, CALIFORNIA, AFFIRMING A RESOLUTION OF THE PUBLIC NUISANCE HEARING BOARD (RESOLUTION NO. PNHB 16-007), AND ORDERING PROPERTY OWNERS TO ABATE THE VIOLATION (PNHB CASE NO. 16-007)

18. Environmental and Engineering Services/KOA Corporation – Highland/Redlands Regional Connector Project (Project No. str15002)

Public Works Director/City Engineer Wong gave a brief review of the staff report.

A MOTION was made by Councilman Chavez, seconded by Councilwoman Solano, to:

1. Approve the Professional Services Agreement with KOA Corporation to provide environmental and engineering services for the Highland/Redlands Regional Connector Project;
2. Authorize the City Manager to approve contract amendments up to 10% of the contract amount; and to
3. Authorize the Mayor to sign the Agreement. Motion carried, 4-0, with Mayor Pro Tem McCallon being absent.

19. Bid Award – Bid No. 2016-02, “5th Street/Greenspot Road Bikeway Improvements” (Project No. str12003)

Public Works Director/City Engineer Wong gave a brief review of the staff report.

A MOTION was made by Mayor Lilburn, seconded by Councilwoman Solano, to award the construction contract for Bid No. 2016-02, “5th Street/Greenspot Road Bikeway Improvements” (Project No. str12003) in the amount of \$663,571.00 to the responsive low bidder, Vance Corporation. Motion carried, 4-0, with Mayor Pro Tem McCallon being absent.

20. Construction Management Services Proposal/TKE Engineering – 5th Street/Greenspot Road Bikeway Improvements (Project No. str12003)

Public Works Director/City Engineer Wong gave a brief review of the staff report.

A MOTION was made by Councilman Chavez, seconded by Councilwoman Solano, to:

1. Approve proposal from TKE Engineering to provide construction management services for the 5th Street/Greenspot Road Bikeway Improvement Project; and
2. Authorize the City Manager to approve contract amendments up to 10% of the proposal amount. Motion carried, 4-0, with Mayor Pro Tem McCallon being absent.

21. Cooperative Agreement with City of Redlands – Highland/Redlands Regional Connector Project

Public Works Director/City Engineer Wong gave a brief review of the staff report.

A MOTION was made by Councilwoman Solano, seconded by Councilman Timmer, to:

1. Approve Cooperative Agreement with the City of Redlands regarding the Highland/Redlands Regional Connector Project; and to
2. Authorize the Mayor to sign the Cooperative Agreement. Motion carried, 4-0, with Mayor Pro Tem McCallon being absent.

22. Second Reading of Ordinance No. 413 Amending Chapter 10.20 to the Highland Municipal Code Regarding the Vehicle Abatement and Removal Program and Chapter 2.34 Regarding the Public Nuisance Hearing Board (MCA-17-001)

A MOTION was made by Councilman Timmer, seconded by Councilman Chavez, to conduct a second reading of Ordinance No. 413 amending Chapter 10.20 to the Highland Municipal Code regarding the Vehicle Abatement and Removal Program and Chapter 2.34 regarding the Public Nuisance Hearing Board (MCA-17-001). Motion carried, 4-0, with Mayor Pro Tem McCallon being absent.

City Clerk Hughes introduced Ordinance No. 413:

ORDINANCE NO. 413

AN ORDINANCE OF THE CITY OF HIGHLAND AMENDING CHAPTER 10.20 OF THE CITY'S MUNICIPAL CODE REGARDING THE VEHICLE ABATEMENT AND REMOVAL PROGRAM AND CHAPTER 2.34 OF THE CITY'S MUNICIPAL CODE REGARDING THE PUBLIC NUISANCE HEARING BOARD
[MCA-17-001]

which title was read.

23. Updates on LAFCO, Omnitrans, SBCOG, SBCTA, SBIAA, SBVMWD, SCAG, SCAQMD, Work Program, Regional/Legislative Issues, Development Issues, Subcommittees and AB 1234/Council Member District Updates

City Manager Hughes stated the 2017/2018 Work Program has been adopted and Council will be receiving a completed Work Program document shortly.

ANNOUNCEMENTS

None

CLOSED SESSION

None

ADJOURN

There being no further business, Mayor Lilburn adjourned the meeting at 7:29 p.m. in memory of Pamela Byrnes-O'Camb, Ruby Madera Font, Manuel B. Olivares, John Starbuck, John Swartz and Bud Wright.

Submitted By:

Approved By:

Betty Hughes, MMC
City Clerk

Penny Lilburn
Mayor