

**DeFuniak Springs City Council
Regular Meeting Minutes
Council Chambers
March 8, 2021**

Mayor Campbell called the meeting to order at 4:00 p.m. followed by the invocation and Pledge of Allegiance by Councilmember W. Graham.

Mayor Campbell introduced Chris Wallace as the Planning Director. Mr. Wallace went over his experience in the Planning area.

Mayor Campbell called the roll. The following members were present: Mayor Bob Campbell; Mayor Pro-Tem Robert McKnight (Seat 2), Todd Bierbaum (Seat 1); Councilmember Kevin Crystal (Seat 3); Henry D. Ennis (Seat 4) and Councilmember Wayne Graham (Seat 5). Also present were City Attorney Clay Adkinson, Finance Director Debra Gibson, and City Clerk Maryanne Schrader.

ITEM 3. CONSENT AGENDA

Additions/Deletions to the Consent Agenda

Mayor Campbell asked if there were any additions/deletions to the Consent Agenda.

Councilmember H. Ennis asked to have the Special Event for DeFunk Disco removed and Mayor Campbell placed it as Item 5E.

Motion by Councilmember H. Ennis and seconded by Councilmember R. McKnight to approve the Consent Agenda, as amended.

Vote: Councilmember R. McKnight, Aye; Councilmember T. Bierbaum, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember Wayne Graham, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

Approval of the Consent Agenda

1. CONSENT AGENDA

Additions/Deletions to the Consent Agenda

Approval of the Consent Agenda

A. Clerk

1. Minutes for approval: February 22, 2021 – Regular Minutes

2. Minutes for approval: February 26, 2021 – Special Minutes

B. Administration - Grants Coordinator Kara Chilcutt – Motion to request the acceptance of the 2020-JAGC-WALT-4-5R-143 Police grant award

C. Finance – Morgan Hulion – Request motion to approve the February 2021 Bill Ratification

5. REGULAR AGENDA

Additions/Deletions to the Regular Agenda

Approval of the Regular Agenda

Mayor Campbell asked if there were any additions/deletions to the Regular Agenda.

Motion by Councilmember R. McKnight and seconded by seconded by Councilmember T. Bierbaum to move Item 16A to the beginning of the meeting.

Vote: Councilmember R. McKnight, Aye; Councilmember T. Bierbaum, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember Wayne Graham, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

Motion by Councilmember R. McKnight and seconded by Councilmember H. Ennis to approve the Regular Agenda, as amended.

Vote: Councilmember R. McKnight, Aye; Councilmember T. Bierbaum, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember Wayne Graham, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

Item 16A - Mayor Campbell announced the cell tower lease with the County may need to be re-addressed and recommended it be repealed. He explained we were going to charge a fee to the County other than \$1 a month, that the vendor has provided without charge to the city.

Motion by Councilmember R. McKnight and seconded by Councilmember K. Crystal to repeal the previous approve motion that we charge the \$1200 a year for the cell tower lease.

Councilmember R. McKnight mentioned he has further information, so he does not think it is in the city's best interest to charge for the lease other than the \$1.00 a month fee.

Mayor Campbell explained the charge to the vendor would be passed on to the County.

City Attorney Clay Adkinson advised that the prior motion was to tentatively approve the lease fee for \$3600 for three years to include the list of subscribers. So, if the Council repeals the entire lease, the Council will cancel the entire contract. He added the finance director has already received the first payment.

Councilmember R. McKnight added his goal is to reduce the lease fee terms to one dollar a month.

Motion amended by Councilmember R. McKnight and seconded by Councilmember K. Crystal to amend the motion to reconsider the action of Council related to the placement of the broadband antennas on city water towers.

Vote: Councilmember R. McKnight, Aye; Councilmember T. Bierbaum, Nay; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Nay; Councilmember Wayne Graham, Aye. Ayes 3, Nays 2. Motion carried.

Motion amended by Councilmember K. Crystal and seconded by Councilmember R. McKnight to amend the lease terms to reduce the payment terms to a dollar a month per water tower.

Vote: Councilmember R. McKnight, Aye; Councilmember T. Bierbaum, Nay; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Nay; Councilmember Wayne Graham, Aye. Ayes 3, Nays 2. Motion carried.

Finance Director D. Gibson said they have paid \$100. City Attorney Clay Adkinson suggested that she ask them if they would prefer a credit or have the funds refunded.

Item 16B - Mayor Campbell requested Council to advise him on the items they are interested in receiving from him during the interim without a city manager. Regarding the weekly reports, Council agreed the information is good to refer to when citizens ask them for specific information. However, they prefer a streamlined report that is more specific to the projects in the Strategic Plan.

Mayor Campbell mentioned he Public Works Director C. Drake had informed him on the progress of the inspections on our assets with the receipt of SRF funds.

Stewart Duncan, Jacobs, came forward to mention the Florida Rural Water Association provided the asset management plan free of charge. He added the average cost ranges from \$120,000 to \$3 million dollars. He added the SRF Force Main loan is what precipitated the need.

Mayor Campbell stated he will provide information in the next few weeks on critical updates. He mentioned the Walton County Mobility Plan. Councilmember K. Crystal said he will be meeting with Walton County Planning, Kristen Shell, to get an overview and will report back to Council.

Mayor Campbell mentioned that the Pinehurst subdivision has asked the city to take over their streets. Rudy, Dewberry engineer, will be sending over the final plat to review. Rudy came forward in response to Councilmember T. Bierbaum's concern of just doing a visual, to suggest they could do an asphalt plan. He added the drainage and stormwater drainage is addressed with the road. Councilmember T. Bierbaum does not want to accept it without a thorough inspection.

In response to Councilmember R. McKnight and his question on getting a bore done, Rudy Mall will speak with legal. He added he will provide an engineer's opinion, but he needs approved drawings.

In response to Councilmember R. McKnight and his question on the Orange Avenue complex, City Attorney Clay Adkinson replied a stop work order has been issued, and the developer is meeting with staff this week.

In response to Mayor Campbell and his question about the easement for the lift station on Industrial Park, S. Duncan said he was going to speak with Cliff at Dewberry. City Attorney Clay Adkinson added the County has worked with a private developer, but the easement and lift station would have to be reviewed.

Mayor Campbell said the Council would agree to hook up to it without any fees from the city. Dave Sell, Walton County Project Engineer, stepped forward, stating the project is at no cost to the city. When it is complete, the city will take over. He cannot submit the DEP permit without the release of easement. The easement will give the city access to the site to maintain the facility. He added the County must have the facility running by the end of June to get the grant.

City Attorney Clay Adkinson said the item is not on the agenda, and Dewberry will need to review it. The language states we will work with the grantor. Typically, all the easements are done all at once, so we need to know the information before we can agree to it. D. Sell said he has provided the documents to the city engineer.

5. ADMINISTRATION –

- A. Maryanne Schrader/Zach Burgess (Cemetery) – Request a motion to authorize the Mayor to execute a contract with Tyler Technologies to purchase the Cemetery Relationship Management Suite module in the amount of \$6,722

City Clerk Maryanne Schrader stated that the IT director, Cemetery Coordinator, and she had reviewed several other Cemetery database solutions. After learning of a cemetery module with Tyler Technologies from the Finance Director, the team chose to move forward with that solution, as it fits better with the budget that was allocated.

Motion by Councilmember T. Bierbaum and seconded by Councilmember K. Crystal to authorize the Mayor to execute a contract with Tyler Technologies to purchase the Cemetery Relationship Management Suite module in the amount of \$6,722.

Vote: Councilmember R. McKnight, Aye; Councilmember T. Bierbaum, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember Wayne Graham, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

- B. Secretary to the Mayor Cindy Permenter – Request direction on how to incorporate the Facility Rental Fees per Resolution 2021- 04 (Not executed)

Ms. C. Permenter came forward stating the Resolution that was passed had a language contingency. She asked for a workshop to assist in helping with concerns on creating a form, full disclosure of fees, the need for a city attendant, and overtime cost.

Discussion ensued on the Council getting involved in operational details, and an attendant need not be continuously present, as well as cleaning details.

Councilmember T. Bierbaum said his point is to empower the city manager and staff to provide a solution. Councilmember R. McKnight agreed, and said he provided suggestions on policy issues, such as not being open on holidays, and the need for the use of credit card payments.

Facilities Manager Charlie Arcabascio also came forward to voice his concern about direction on rates and staffing. Mayor Campbell suggested staying with the old rates until the new city manager addresses it.

Councilmember R. McKnight suggesting inquiring about the services with another professional services company to assist the staff in creating a form and policy.

Councilmember T. Bierbaum said the insurance is discretionary to the city manager. The damage deposit is needed, however.

Councilmember R. McKnight suggested that Public Works and Administration work to come up with solutions. Mayor Campbell said they will come up with a plan.

City Marshall J. Hurley suggested getting together as a group to assist in providing direction for a solution.

Councilmember W. Graham said the staff is asking for leadership, and it is important to our citizens.

Motion by Councilmember W. Graham and seconded by Councilmember K. Crystal to hold a ninety-minute workshop.

Vote: Councilmember R. McKnight, Aye; Councilmember T. Bierbaum, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember Wayne Graham, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

Mayor Campbell said he will solicit several other cities and return something in about four weeks.

Citizen, Marie Hinson, came forward to state she also approved the idea of a workshop.

C. Lacey Woodham – Request a motion to approve the advertised City Manager Salary Range

HR Director L. Woodham mentioned that the contract negotiations will determine the final salary range.

Motion by Councilmember T. Bierbaum and seconded by Councilmember R. McKnight to approve the advertised City Manager Salary in the \$100,000 to \$140,000 range.

Councilmember R. McKnight said the goal is to get a superior person who does not require a deputy and put together a good budget. He agrees with the starting point to use in negotiations.

City Attorney Clay Adkinson said it is easier to exceed the range other than justifying offering an amount below the range. However, Councilmember K. Crystal voiced concern on the six figure salaries, as the salary should be based the on our budget. HR Director L. Woodham replied everything is up to the contract negotiations.

Citizen Dr. M. Henderson said she would like the job description to include “historic preservation” language, as the things we are most interested in should be at the top of the description.

Vote: Councilmember R. McKnight, Aye; Councilmember T. Bierbaum, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, nay; Councilmember Wayne Graham, aye. Ayes 4, Nays 1. Motion carried.

D. PIO/Grant Administrator Christopher Mitchell – Request motion to determine the use of remaining grant funds available for Chautauqua Hall of Brotherhood Phase II project (which sunsets June 30, 2021) and determine if adequate documentation has been received from the contractor to pay remaining invoices

Grant Administrator Christopher Mitchell requested direction in paying the two outstanding invoices in the amount of \$11,552.33 and \$422.97.

Project Supervisor Jim Gierlinski came forward to respond to Councilmember K. Crystal and his question on whether we have everything, stating that the contractor has given some documentation except for the “as built” drawings, but they are working on getting them to the city.

Motion by Councilmember K. Crystal and seconded by Councilmember T. Bierbaum to deny the payment until we receive all documentation.

Vote: Councilmember R. McKnight, Aye; Councilmember T. Bierbaum, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Councilmember Wayne Graham. Ayes 5, Nays 0. All ayes. Motion carried.

Grant Administrator Christopher Mitchell said there is \$21,000 left of the grant to spend. He mentioned the options are to hire a contractor to finish the north end of the staircase or have staff decide what materials we need to finish the second floor.

Motion by Councilmember K. Crystal and seconded by Councilmember T. Bierbaum to allow staff to spend the remaining \$21,000 for materials.

Christopher Mitchell said the grant sunsets by June 30th so all work and or materials invoices will have to be submitted by that date.

Councilmember R. McKnight mentioned the materials need to be historically sufficient.

Vote: Councilmember R. McKnight, Aye; Councilmember T. Bierbaum, Aye; Councilmember K. Crystal, Aye; Councilmember Wayne Graham, Nay; Councilmember H. Ennis, Aye. Ayes 4, Nays 1. Motion carried.

Item 5E (formerly Item 3D) - Planning – Special Event Permit request from Stewart Duncan of DeFunk Disco to conduct the Lake Yard Launch at Lake DeFuniak opening April 3, tournament on April 17, and closing on May 14, 2021.

Neal Kelly, President of DeFunk Disco came forward along with S. Duncan requesting permission to set up the course for 45 days. N. Kelly added the course will be held for 2½ days. The previous event went very well with no complaints. They have had a tournament course and a small 9-hole course event during the last LakeFest. He asked if he could keep the basket set up for their 9-hole course permanently, so the community could experience it.

Both Councilmember H. Ennis and Councilmember R. McKnight voiced concern about the length of the event and the event being held on Easter Sunday.

Neal Kelly offered to close the course during Sundays. He said the event has been redesigned and Dave Sell did a risk assessment plan to ensure that others can still use the area. His organization does not want to be a nuisance. His purpose is to provide a safe event. They have no problems at Wee Care Park. People come to enjoy the event with other park goers.

Councilmember R. McKnight said the use of the Lakeyard is inappropriate for this type of event.

Councilmember T. Bierbaum clarified that the previous request was for a permanent location. He added the lake yard is used for many uses. He supports it as other citizens want to use the area. Councilmember T. Bierbaum added the lake yard will not be shut down for any other use, as they state they can easily remove the baskets for another event.

Councilmember H. Ennis said there is nothing wrong with the event, just the length.

Neal Kelly added the actual tournament is on April 17th, when most people would be attending.

Councilmember R. McKnight said he is opposed to the event, as it mars the historic aura of the lake yard.

In response to the question from Councilmember W. Graham on whether the whole circle would be used, Neal Kelly said it would be awesome to use the entire lake yard, but he can modify the course, if needed. He believes it would be the best disc golf in Florida.

Citizen Harley Henderson said the lake yard has always been a passive park with no sports activities. He added the lake yard looked like a Norman Rockwell post card, during one of his walks. He voiced concern that the disc could possibly hurt someone because of the speed of the discs. He added he has a list of twenty-five names who agree with him.

Dr. M. Henderson agreed that Chipley Park has always had a passive event as, by deed, sports events were never to be permitted.

Neal Kelly said safety is a factor, however, biking or boating is far more dangerous. He added the noise is not a factor as it makes less noise than a bird.

In response to Councilmember K. Crystal who asked whether the baskets were left up for 45 days could someone potentially use the course without a tournament, S. Duncan said Jacobs monitors the baskets. He added 75 to 100 can play at Wee Care, and Jacobs does it as part of their health and wellness. Neal Kelly said he would like to use both locations, but the lake is a beautiful piece of property.

Discussion ensued on the use of the property for sports activities and the event fell under a special event.

Motion by Councilmember R. McKnight and seconded by Councilmember H. Ennis to deny the event.

Vote: Councilmember R. McKnight, Aye; Councilmember T. Bierbaum, Nay; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember Wayne Graham, Nay. Ayes 3, Nays 2. Motion carried.

ITEM 6. CITIZEN COMMENTS

A. General Comments from the audience

Mayor Campbell asked for any comments.

Harley Henderson congratulated the Council on the report that was sent out to residents in the recent utility billing.

ITEM 7. REQUEST TO BE ON THE AGENDA – Reserved

ITEM 8. LEGISLATIVE REQUESTS –

A. Councilmember R. McKnight – Consideration of a motion to set a salary for the Mayor’s position to be effective after the April 13, 2021 Municipal Election

Councilmember R. McKnight mentioned at the last Council meeting, the mayor provided the benevolent oversight and direction. The new Charter adds the responsibilities to the position. He proposed percent increases to the Council to have a raise commensurate with the new expectations in the Charter to go into effect after the election. The approval must occur within the next sixty days before the swearing in of the mayor for the four- year term beginning in late April.

Motion by Councilmember T. Bierbaum and seconded by Councilmember R. McKnight to increase the Mayor’s salary to \$20,000 annually, effective after the April 2021 Municipal Election.

City Attorney Clay Adkinson asked if it was subject to a cost of living included or is it a base increase. The consensus of Council was it is directed to the base.

Vote: Councilmember R. McKnight, Aye; Councilmember T. Bierbaum, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember Wayne Graham, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

B. Councilmember Kevin Crystal – Motion to request an extension on the Financing Contingency for the Chelco Complex Purchase

Councilmember K. Crystal stated we are in a contract to purchase the Chelco complex and we are running out of time and could be at risk of losing the \$75,000. He asked for permission for finance and legal to ask Chelco for an extension to get the financing to work.

Motion by Councilmember T. Bierbaum and seconded by Councilmember K. Crystal to direct legal to request a 30-day extension on the financing contingency for the purchase of the Chelco Complex.

Discussion ensued on the delay in getting the financing together for the purchase.

Councilmember K. Crystal explained the city is at a point that we could back out now with no penalty. He added there may be an offer, but Mr. Naylor is not present to provide an update.

Councilmember R. McKnight said we are three and a half months without any movement on the financing. Councilmember K. Crystal said the Council did not go out for a bond issuance, so we could not do any financing until that was done.

Councilmember H. Ennis and Councilmember R. McKnight agreed they never wanted to get into the Chelco purchase and preferred to get out of it.

Mayor Campbell mentioned of a possible opportunity to get land in the downtown area for a new City Hall. He added CVS had offered \$2,450,000 million dollars for City Hall property in 2014, and about \$2.1 million for the corner lot alone. However, Councilmember H. Ennis said in the past, a second group had backed out twice in their offers.

Councilmember T. Bierbaum understands the concern. He preferred property large enough, as a smaller piece of property would have to be built up or have parking issues. The property on Chelco is eight acres, and it gives us the ability to expand.

Councilmember K. Crystal said even if we started to build tomorrow, it will take about three to four years. The cost right now is about \$200+ a square foot. He voiced concern for where to house the employees we have now.

Discussion ensued on the age of the Chelco building, the price of real estate, the need for financing for expansion of a sewer plant, space restrictions at the current City Hall and whether to build a new building.

Councilmember R. McKnight said his perceptions of the risk for obtaining the Chelco property is growing. He was concerned about the Chelco deal and suggested having trailers placed in the City Hall parking lot to accommodate space issues.

City Attorney Clay Adkinson added that a financial advisor would be giving advice on these issues and new construction. He advised giving the cushion to give more options until we hear from the advisor. He added the environmental and title work have come back clean on the site.

Citizen Dr. M. Henderson said when the Chelco building was built it was to last thirty years. She was told by the city manager that there was twenty years of life left for it. She was told it would cost \$48,000 to run the building every year.

Vote: Councilmember R. McKnight, Aye; Councilmember T. Bierbaum, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember Wayne Graham, Nay. Ayes 4, Nays 1. Motion carried.

9. FINANCE –

A. Finance Director Debra Gibson – Request Decision on the Municipal Financial Advisor RFQ (Bid opening March 4, 2021)

Finance Director Debra Gibson said she received one proposal on March 4th.

City Attorney Clay Adkinson mentioned the delays with mailings and explained the bidder sent the bid in advance and sent the receipts of the mailings prior to the date of opening. City Clerk M. Schrader explained the timeline. City Attorney Clay Adkinson advised Council they have the ability to waive the formality related to the receipt with the excusable delay.

Motion by Councilmember K. Crystal and seconded by Councilmember T. Bierbaum to approve entering into negotiations with PFM Financial Advisors, LLC and accept same as a qualified bidder for the Municipal Financial Advisor Request for Qualifications.

Vote: Councilmember R. McKnight, Aye; Councilmember T. Bierbaum, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember Wayne Graham, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

Finance Director D. Gibson said the references gave them high praises and they are all currently working with the company. Mayor Campbell added the references given are close to us. Finance Director D. Gibson mentioned several as the Walton County School District, Panama City Beach, and the State of Florida bond financing.

B. Finance Director Debra Gibson – Request motion to approve the General Fund budget amendment per the February 22, 2021 Council Action

Finance Director Debra Gibson mentioned per Council action, she amended the EDC budget of \$8,000 to zero and allocated \$2,500 to the triathlon and placed the remaining funds of \$5,500 aside to be used for other organizations, as needed.

Motion by Councilmember K. Crystal and seconded by Councilmember T. Bierbaum to approve the General Fund budget amendment in the amount of \$8,000 with \$2,500 going toward the Triathlon, and the remainder of \$5,500 to other organizations per the February 22, 2021 Council Action.

Vote: Councilmember R. McKnight, Aye; Councilmember T. Bierbaum, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember Wayne Graham, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

C. Finance Director Debra Gibson – Brief overview of the fiscal period from October 1 through February 28, 2021

Finance Director Debra Gibson gave an update of the financials regarding bonds, operating revenues, expenses, transfer, grant revenues and expenditures, ad valorem sales tax exemptions, and water and sewer charges. She mentioned the process of billing. She mentioned gas, sanitation charges and collections. She went over the disconnects and new accounts.

Councilmember R. McKnight asked D. Gibson whether the irregularities in the FY20 that ended on September 30, 2020 were addressed, and D. Gibson responded they have been, but they are working with the auditors and are not fully closed out yet. She said she will be able to provide a clean report by the end of April.

ITEM 10 – 12 – Nothing brought forward.

ITEM 13. CITY ATTORNEY – Waste Management Contract

City Attorney Clay Adkinson mentioned that Ronnie Bell and Waste Management have not completed the review of the draft contract.

Councilmember R. McKnight voiced concern about the 6 a.m. garbage pickup being too early; no plastic bag pick up; as well as suggestions for under paragraph 6(g), the following should be removed, “provided no able-bodied adults resides in the residence”; two large pickup days should be added; the standard of service should be defined in the contract; litter should be picked up; no oozing of liquids from the truck; and speed limits should be observed. He added the contract provides a lesser level of service. He added he wants an educational campaign in writing.

Ronnie Bell of Waste Management came forward. He asked Council to make a decision if they are to start October 1st. They will need to order trucks, so he asked Council to share comments with the city attorney.

Discussion ensued on the Sanitation Department losing money, the need for citizens to use garbage cans, purchasing an additional can at \$4 a month, and a policy that a bag is not placed on the curb.

Ronnie Bell said there was direction to develop a policy for cart contents at the workshop. Councilmember T. Bierbaum said the consensus at the workshop was it was prudent to proceed with the contract because it saved us money, and we were not going to pick up trash bags.

City Attorney Clay Adkinson said the consensus was for the city to do the education campaign, and Ronnie Bell had said Waste Management would assist us, so that is why it was not included in the contract. However, Ronnie Bell said Waste Management would have no problem with adding a paragraph on an educational campaign in the contract. Councilmember T. Bierbaum mentioned that the Council had determined it was a code enforcement issue, so Code Enforcement would address the issue.

Mayor Campbell said we have within 30 days to get the notice out and suggested that a label be added to the cans. Ronnie Bell added a flyer could be attached to each can, and a postcard could be added to the water bills, as well.

ITEM 14. STAFF REPORTS – No other comments.

ITEM 15. COUNCIL COMMENTS


Councilmember K. Crystal mentioned he had a lot of good feedback on the report that was placed in the water bills. The City Council agreed and would like to see more.

ITEM 16. EXECUTIVE COMMENTS – No other comments.

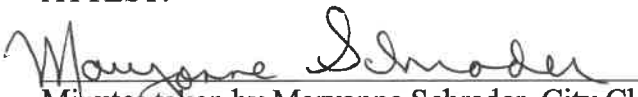
ITEM 17. ADJOURNMENT

Mayor Campbell adjourned the meeting at 6:56 p.m.

Approved:


Bob Campbell, Mayor

ATTEST:


Minutes taken by Maryanne Schrader, City Clerk
Proper notice having been duly given

