

**DeFuniak Springs City Council
Regular Meeting Minutes
Council Chambers
May 24, 2021**

Mayor Campbell called the meeting to order at 5:00 p.m. followed by the invocation and Pledge of Allegiance led by Councilmember Kevin Crystal.

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

ITEM 3 - PRESENTATION – None scheduled.

ITEM 4 - CONSENT AGENDA

Additions/Deletions to the Consent Agenda
Approval of the Consent Agenda

Mayor Campbell asked if there were any additions or deletions. Councilmember R. McKnight asked that Item B1 be taken off the Consent Agenda and Mayor Campbell stated that Item B1 will be moved to Item 6B.

Motion by Councilmember T. Bierbaum and seconded by Councilmember H. Ennis 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 A. Vallée, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

Approval of the Consent Agenda

A. Clerk

1. Minutes for approval: May 10, 2021 – Regular Minutes

B. Administration – Grant Coordinator Kara Chilcutt –

1. Grant Coordinator Kara Chilcutt – Request to approve the grant pre-application for the 2020 JAGC Grant for less-lethal options (No matching funds, recurring)

C. Finance – Reserved

D. Planning – Reserved

E. Airport – Reserved

F. Public Works –

1. PW Director Craig Drake – Request to renew the agreement with Ferguson Waterworks to lock in pricing for materials for the Water/Sewer Department

2. PW Director Craig Drake – Request to approve the annual renewal for the FCC Business Radio Licensing

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 H. Ennis and seconded by Councilmember T. Bierbaum 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 A. Vallée, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

Item 6B

1. Request to approve the grant pre-application for the FY 2023 Small Matching Grant to complete Library Conditions Assessment

Grants Coordinator K. Chilcutt said the application was originally submitted last year but the funding was not approved at that time.

Councilmember R. McKnight said the grant ranking only made it to the 12th percentile and asked Ms. Chilcutt what improvements were made to get a better score. Ms. Chilcutt replied she is working with the librarian on improving the public education part of the application, as well as how the library is represented in the community.

Motion by Councilmember R. McKnight and seconded by Councilmember H. Ennis to approve for the city to move forward with the grant.

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

ITEM 6. DEWBERRY/ENGINEERING REPORT –

A. Elissa Pettis, Wastewater Treatment Facility Operations Cost Estimates

Cliff Knauer, Dewberry, came forward regarding the estimates of a three million gallon a day plant stating there are differences in permitting requirements in relation to the 1.5 million gallon a day plant. An operator would need to be on site sixteen hours a day, seven days a week. He has checked surrounding municipalities, and operations and maintenance to include the salaries of a lead operator, operator, and two trainee positions with benefits, the total estimated about \$379,000 annually. There are additional costs in disposing of the solid waste. Sometimes they can use services through Telemetry for a reduction in the actual hours. This is in comparison with the existing 1.5 million gallon a day total for operating costs and maintenance at \$539,000.

In response to Mayor Campbell, Cliff Knauer mentioned the cost of power is not included. They are not far enough in the design to give an estimate on power adding the new plant will be much more efficient.

Discussion ensued on the annual training to keep the licenses current, as well as the value of using a contractor or hiring in-house.

Councilmember R. McKnight mentioned the price of the 1.5 million gallons versus the 3 million gallons is 28% more costly, but the capacity provides a 100% increase.

ITEM 7. ADMINISTRATION -

- A. John Collins/AVCON – Approve the Grant Pre-Application for the Apron Expansion Project with a reimbursable amount of \$600,000 with no cost to the city

John Collins went over the grant application stating they received the sealed bids that included the terminal. He mentioned the grant is funded by the FDOT and the FAA. The funding is already in place, as the \$600,000 is already allocated. He asked Council for permission for the mayor to sign the application and submit it tomorrow.

Motion by Councilmember T. Bierbaum and Councilmember H. Ennis to submit the grant application.

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

- B. Mayor Bob Campbell – Approve providing a Letter of Commitment for the National Caucus and Center on Black Aging Agreement for Carla Brown

Mayor Campbell went over the continuation of the agreement.

Motion by Councilmember T. Bierbaum and seconded Councilmember H. Ennis to approve the renewal.

Councilmember R. McKnight asked why the name of the employee was specified, mentioning he had received complaints of the inaccuracy of information given by this particular person and voiced concern there was no job description.

Dr. Henderson, resident, came forward to mention the contract states that the person is to be given training with the goal to have the person be given the job skills to get back into the market.

Councilmember K. Crystal asked for clarification on who is sponsoring the grant, and Cindy Permenter came forward and stated Ms. Brown is used at the Visitor's Center, and as long as we use her, she has a job. The center would have to go through a process to bring another person forward.

Motion by Councilmember T. Bierbaum and seconded Councilmember H. Ennis to withdraw his motion.

Mayor Campbell said we will bring the agreement back at the next meeting after we receive more information.

In response to Councilmember K. Crystal on who Ms. Brown reports to and her training, Mayor Campbell said she reports to him, and C. Mitchell has provided her with bullet points.

- C. Grant Coordinator Kara Chilcutt – Request a motion to approve the FY2023 Special Category Grant application and a Resolution to Authorize the Application for a Special Category Grant from the State of Florida Division of Historical Resources

Grant Coordinator Kara Chilcutt went over the Phase 3 application to complete the second floor of the Chautauqua Hall of Brotherhood. She stated there is a budget change for a 25% match including \$89,874 cash, and a \$12,500 match the in-kind match, and a proposed request of \$438,417. She added the total project cost is \$484,417 stating we are asking for more, as they did not fund anything last year. She mentioned 15% was added to the line items because of the increased construction costs and allocated money from the sprinkler systems to other line items.

Grant Coordinator Kara Chilcutt stated that Councilmember R. McKnight suggested the 15% increase, and Public Works Assistant Director J. Gierlinski said we have a lot of wood materials, so that should cover the increase.

Councilmember R. McKnight said he was invited to meet with staff, explaining his best guess is 15%, but we cannot predict what will happen with construction costs.

Discussion ensued on rising construction costs, the original cost of Phase I of the building at \$500,000, start renting the first floor to generate income and whether it is advisable to hire a professional architect and engineer to get exact costs.

Councilmember R. McKnight said the current estimate is \$358,000 and \$142,000 which is under the state's limit. Our in-kind is whatever the 25% of \$358,000. We can get up to \$500,000 to finish the building, as it scores good every time. The ranking score was 7th a year ago. We need to try to submit the grant that is the match, adding only 25% needs to be cash and 75% can be in-kind. The state wants to shine in the panhandle with this project investment.

Councilmember T. Bierbaum pointed out that we cannot guess on the amounts adding an inventory of what we have needs to be done. We need professionals to come to manage the project properly.

Councilmember A. Vallée suggested a 20% contingency on construction materials, as we do not have time to do a full assessment since the grant application is due June 1st.

Motion by Councilmember K. Crystal and Councilmember H. Ennis to approve the FY2023 Special Category Grant application and a Resolution to Authorize the Application for a Special Category Grant from the State of Florida Division of Historical Resources grant submission with a 20% contingency on materials and authorize the application be adjusted, as staff finds appropriate.

Councilmember R. McKnight said we had plenty of time to see what the Legislative branch is doing, there was no money put aside in the State budget for these grants in the Governor's budget, adding the Grants department failed to anticipate this situation in a timely manner.

Dr. Henderson came forward and mentioned the architectural or contractor estimates cannot be written in advance, so it is sent out in a revised budget. She encouraged that the city to move forward to apply for the grant.

Discussion ensued on the grant line items, and Councilmember R. McKnight explained he believes an error was made on the cover sheet stating a 25% cash match is required. He added the cash match need not to be more than 25% of the 25% of the total match. He disagreed that all funds must be spent to receive reimbursement. He has spoken to Eric Case who replied that we can seek reimbursements at 30, 60 and 100% per the contract. However, K. Chilcutt replied regarding the reimbursement statement we still need to pay out the funds before we are reimbursed.

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

Motion by Councilmember T. Bierbaum and seconded by Councilmember A. Vallée to conduct a professional assessment on the Chautauqua Hall of Brotherhood for actual costs.

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

ITEM 8. CITIZEN COMMENTS

A. General Comments from the audience

Dr. Henderson, Forward DeFuniak, stated the Triathlon was a success. They had 130 participants sign up, 120 participants came, and 110 participants finished. She does not have the final costs yet. She added Forward DeFuniak will meet at 5:30 p.m. Thursday at her house for an After-Action report.

Chelsea Blach, Executive Director of Main Street, went over her report stating they had income of \$28,000 that was raised in private donations. She also went over the future scheduled events. Beautification efforts are moving forward, and they are looking at branding for signage in partnership with the CRA and the City Beautification Board. She also announced the new businesses moving into the downtown area.

ITEM 9. REQUEST TO BE ON THE AGENDA – Nothing brought forward.

ITEM 10. LEGISLATIVE REQUESTS –

A. Councilmember R. McKnight – Update on City Manager Performance Appraisal Process

Councilmember R. McKnight went over how the Council could better evaluate the city manager. The goal is to give the Council greater info about the performance of the city manager. He has met with the mayor and Human Resources. The biggest issue is there are currently 22 categories to evaluate the city manager. He suggested getting information from department directors having an anonymous interview with a third-party interviewer to consolidate comments which is given to the mayor, and then the mayor does his survey, the Council receives the comments from the interviewer and mayor that would give the Council specific choices on the expectations. The goal is that the Council is not operating in the dark about the city manager. It will allow Council to evaluate more precisely. He added the marginal classification. It will be less work for the Council. It will give the mayor input, but the Council will give the final determination.

City Attorney Clay Adkinson said any aspect could drift out of what is appropriate as confidentiality is an issue. Council should give staff guidance. In terms of anonymity, there is nothing in place. Councilmember R. McKnight thought Council wanted more evaluative issues mentioning he could bring back more in two to four weeks.

Councilmember K. Crystal said he wanted to see something less complex, as the process needs to be simple. He said department heads are reluctant to say anything negative. Each councilmember needs to interact with the city manager. He added he would like the labor attorney, Holly Dincman, to get involved to have agreement with the Union.

Councilmember R. McKnight mentioned the city manager evaluations should consist of timeliness of communication and feedback from the department directors, adding there are key indicators to consider.

Discussion ensued on whether peer reviews provide value, whether the questions were germane to the job, and whether the rating scale was appropriate.

Councilmember H. Ennis said he agreed with Councilmember K. Crystal that the form should be pared down to what we expect out of a manager.

City Attorney Clay Adkinson volunteered to work with both L. Woodham and the labor attorney to formalize a form, so the city manager knows what is expected of him early on the process.

Mayor Campbell announced that three of the Council are not in favor of this evaluation process or with the form. He asked for Council to provide feedback on the form and send comments to Lacey and our attorney and the labor attorney can review and bring back a revised form. He added it is important that the city manager knows what his evaluation process will be.

Councilmember R. McKnight said he has a form and stated he would like to give it to the Council. Mayor Campbell said he could forward his form to the City Clerk.

Motion by Councilmember T. Bierbaum and seconded by Councilmember A. Vallée to evaluate the current form and return comments to Lacey.

Motion amended by Councilmember T. Bierbaum and seconded by Councilmember A. Vallée to add that Council return comments to Lacey and city attorney by June 4th.

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

ITEM 11. AIRPORT –

- A. Public Works Director C. Drake – Ratify Airport Policies and Rates that were implemented in January 2020

City Attorney Clay Adkinson explained the former airport director implemented the current policy; however, the rates were changed but there is no record that the city manager or Council approved it. The Council needs to ratify the policy or research the comparable rates based on the market. The airport director has been charging the lease rates which were also raised unilaterally. He advised giving the lease holders a 30-day notice, but we have four tenants that the former wanted to evict. He stated we could set a workshop after June 1st to get information on rates. He recommended that all of our lease rates be updated, set criteria on who can come back, as we have waiting cash secured lists that are outdated, and reboot the waiting list. He added certain FAA mandated rules have to be set at a regular meeting. He mentioned our airport consultant could bring back recommendations.

Discussion ensued on charges based on the industry standard as a delineated lease which is determined by square foot of the land or building footprint size.

Motion by Councilmember K. Crystal and seconded by Councilmember H. Ennis to deny the airport policies ratification.

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

Mayor Campbell called for a five-minute recess at 7:10 p.m. and resumed at 7:18 p.m.

ITEM 12. FINANCE –

A. Finance Director D. Gibson – Request for Proposal for the Refunding Water and Sewer Revenue Bonds project

Finance Director D. Gibson said the Request for Proposal was prepared by our financial consultant and reviewed by legal. City Attorney Clay Adkinson added that the bond counsel also reviewed the Request for Proposal.

Motion by Councilmember K. Crystal and Councilmember T. Bierbaum to approve going out for a Request for Proposals for the Refunding Water and Sewer Revenue Bonds project.

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

B. Finance Director D. Gibson –Reclassification of position and rate increase

Finance Director D. Gibson announced that an employee will be retiring effective June 1st. She explained that an additional customer service representative position is about \$13 an hour compared to \$19 an hour currently. She explained that Morgan Hulion has taken over the payroll job duties and asked for a \$3.97 an hour increase. Human Resources has a draft of the finance job description.

Motion by Councilmember K. Crystal and Councilmember H. Ennis to approve the reclassification of position and rate increase.

Councilmember R. McKnight voiced concern that Human Resources has not provided a new job description for Council review, and the second issue is that when a position is upgraded the position should be advertised publicly.

Finance Director D. Gibson said Human Resources upgraded the job description and mentioned the city manager approves the job description. She is not creating a new position; she is requesting payroll to be moved to the payroll supervisor. She is adding duties to the current position not changing the position. However, Councilmember R. McKnight said this should change should wait for the city manager to review the job description.

Finance Director D. Gibson explained Ms. Hulion has been doing the increased duties for a year. Ms. D. Gibson requested a title change to Finance Supervisor. She also asked that the finance supervisor position be set as exempt, as with her overtime she has grossed the same pay.

Councilmember K. Crystal mentioned the consolidation of duties and creating the front-line position was an overall savings.

Finance Director D. Gibson said she needs to be able to advertise for a customer service representative, as the current employee has been out sick, and the department has vacation time coming up.

City Attorney Clay Adkinson clarified we are currently adding a customer service representative and adding duties to a current position and reclassifying the position to exempt.

Motion amended by Councilmember K. Crystal and seconded by Councilmember R. McKnight to reclassify the retiring employee position into a customer service representative position and authorize advertising the position.

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

City Attorney Clay Adkinson clarified the exemption will be determined on her duties and roles as whether it will be classified as an exempt position, and Finance Director D. Gibson added that Human Resources had requested the change.

Motion by Councilmember K. Crystal and seconded by Councilmember A. Valle to increase the Utility Billing Finance Supervisor compensation as requested and change the title to Finance Supervisor.

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

C. Utility Billing and Finance Supervisor - Morgan Hulion – Motion to approve the letter and application for non-profit funding

Finance Director D. Gibson said the changes were made by M. Hulion. Councilmember K. Crystal said we changed the cover letter to remove the revenue and expenditures and maximize the current total to \$30,000 along with the \$5,000 max per organization.

Discussion ensued on the revenue to be directed for youth-related events. M. Hulion said that on question 8, she added the youth related service part. She asked that the overall purpose and goal, is to use the same application every year within the resolution time frame.

Councilmember R. McKnight said the discussion was that it was limited to youth services and wanted to show restriction of \$5,000, for youth-related and only \$30,000 can be awarded this year clearly on the top of the application.

Councilmember K. Crystal said the priority is for youth-related services and Councilmember T. Bierbaum requested that questions 1 – 5 remain. Councilmember R. McKnight added the word “youth” should be placed in questions 18-21.

City Attorney Clay Adkinson said youth-related services could be prioritized once the applications are received and rated. Regarding the question from M. Hulion on the deadline for the resolution of June 1st, City Attorney Clay Adkinson replied that the Council could make the motion with the intent to be reflected in the minutes.

Brianna Jackson, resident, came forward to state the youth are the currency of the city, as youth provides the creativity.

Council agreed that the cover letter should include the emphasis on youth created activities.

Dr. Henderson, resident, also came forward to suggest putting the limits and criteria in the cover letter and adding “relates to the Council current priorities”.

Motion by Councilmember T. Bierbaum and Councilmember H. Ennis to approve the changes to the cover letter only with no changes to the questionnaire.

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

ITEM 13. PUBLIC WORKS –

A. Jacobs – Scott Jernigan – Septage Receiving System Report

Scott Jernigan updated the Council on the septage receiving system. He went over the key terms regarding waste stating the wastewater is typically stronger – up to ten times the strength.

He went over the project background by evaluating the ability of the WWTP and evaluating the current system. The current plant can handle 6,000 gallons of septage a day. The limiting factor is the biosolids. He spoke about the different manufacturers with Franklin-Miller being the better manufacturer. He went over the alternatives of layouts and the cost.

Councilmember K. Crystal asked about air quality and S. Jernigan responded that the volume is very small. He suggested alternative #3, at Gene Hurley Park at a cost of \$790,000. However, it will require offsite monitoring. He said there is a lift station at the site. Councilmember K. Crystal did not recommend #3 because of the airport improvements.

Discussion ensued on odor eliminations and the concern for spills. Councilmember K. Crystal said there is a reason why landfills are away from the general public.

Councilmember T. Bierbaum said he would like to incorporate the plan into the new WWTP, as he was not comfortable with any three of the layout alternatives.

Regarding the concern from Councilmember A. Vallée that the Gene Hurley Park location would be a smaller facility, S. Jernigan replied that the intent was for it to be smaller to get the program started with the ultimate goal to build a larger facility. It could be a regional system with grant possibilities, as well as being revenue producing.

B. Jacobs – Scott Jernigan – Update on WWTP Projects – Blower Replacement and Master LS Upgrade

Scott Jernigan said the blowers have arrived and they have electrical drawings, as it is the high impact item. The master lift station increased the peak hour flow, the capacity will be kept out of the collection and directly to the plant. This will minimize the potential for spills. Pumps have been installed, as well.

ITEM 14. PLANNING –

A. Planning Director Chris Wallace – Highlander Apartments Phase 2 Planned Project

Planning Director Chris Wallace went over the north 20th Street which will include ten units with attached garages. The Planning Board reviewed the preliminary plan and the final plans.

Motion by Councilmember K. Crystal and seconded by Councilmember T. Bierbaum to approve Highlander Apartments Phase 2 Planned Project.

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

ITEM 15. POLICE – Reserved

ITEM 16. CITY ATTORNEY – Reserved

ITEM 17. STAFF REPORTS – Pending Items

ITEM 18. COUNCIL COMMENTS – Councilmember R. McKnight voiced concern about a rogue employee putting a fee schedule in place without Council approval and wants checks and balances put in place. He voiced concern over the Grants department and asked that it be moved to Finance, as the errors were not acceptable. There are a lot of financial components and reimbursements involved with grants.

Councilmember K. Crystal thanked the mayor for guiding the ship through this rough period of time, as well as the staff that took on the added responsibilities.

ITEM 19. EXECUTIVE COMMENTS – Mayor Campbell brought up the Chelco purchase.

City Attorney Clay Adkinson said the deadline is May 27th.

Councilmember R. McKnight asked legal to provide update on any flexibility. City Attorney Clay Adkinson said no flexibility at all, but the indication was there was no further extensions. Councilmember K. Crystal, Councilmember A. Vallée, and Councilmember T. Bierbaum concurred they wanted to move forward on financing. Councilmember H. Ennis disagreed.

City Attorney Clay Adkinson said taking no action means we are still in the contract.

Discussion ensued on prioritizing the purchase in the budget, as Finance Director D. Gibson said we do not have the final numbers, but she is prioritizing the purchase in the budget.

Councilmember K. Crystal said it is premature until we have the full numbers. Councilmember K. Crystal said the risk is \$75,000 tonight, and the majority of the Council is willing to move forward.

Motion by Councilmember A. Vallée to request that Chelco consider an extension.

Regarding Councilmember A. Vallée question on adding a contingency as an act of good will, City Attorney Clay Adkinson stated we would be extending the financing options through the budget cycle and cautioned Council on adding a contingency for sale of City Hall in the contract, as it comprises the city on our ability to sell City Hall. The contingency clause gives us the ability to negotiate for the full value of the property.

Mayor Campbell said we would put the city at risk, as we are too early in the budget process. Finance Director D. Gibson said we could know information by the middle of July. City Attorney Clay Adkinson said we have not made application for financing, but the city has three votes of assurance.

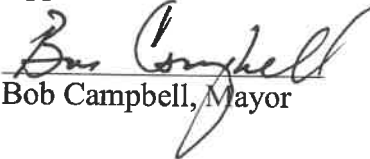
The majority of the Council approved moving forward with financing options.

Motion died for a lack of a second.

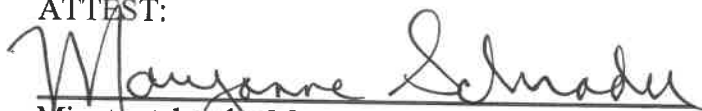
ITEM 20. ADJOURNMENT

Mayor Campbell adjourned the meeting at 8:24 p.m.

Approved:


Bob Campbell, Mayor

ATTEST:


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

