

RICHMOND CITY COUNCIL

OCTOBER 15, 2013

The regular meeting of the Richmond City Council was held at the Richmond City Office Building located at 6 West Main, Richmond, Utah on Tuesday, October 15, 2013. The meeting began at 7:00 P.M., Mayor Michael Hall was in the Chair. The opening remarks were made by Mayor Hall.

The following Council members were in attendance: Brad Jensen, Terrie Wierenga, Jeff Young and Tucker Thatcher. Paul Erickson was excused.

A motion to approve the September 17, 2013 City Council meeting minutes was made by Jeff, seconded by Terrie and the vote was unanimous.

DEPUTY REPORT

DEPUTY CANDICE HATCH: I don't have much to bring to the Council but I did discuss an irrigation water issue with Jeff Young.

JEFF: I have discussed that issue with the Mayor and Brad as well.

MAYOR: I have talked with Judge Funk and he is going to visit with the Irrigation Board to see if they can change the way they are handling things.

DEPUTY HATCH: They just caught us on a really busy night with their requests.

MAYOR: Judge Funk and the Irrigation Board can come up with a better way to handle this issue. Most of the tickets are excused at this time as the system is too loose at this point.

DEPUTY HATCH: If we can help out, please let me know.

MAYOR: The Department has always been great to respond and we appreciate it.

DEPUTY HATCH: Is there any information you would like me to take back to the office?

TERRIE: Our street parking ordinance starts in November in regards to snow removal.

MARLOWE: It starts on November 1st, I will email the Department the information.

DEPUTY HATCH: I will make sure everyone in the Department is aware but most communities have the same ordinance and it starts between November 1st and the 15th.

MAYOR: At the Meet the Candidate Meeting there was a question regarding unmarked intersections with no signs. How should they be treated?

DEPUTY HATCH: The first person/vehicle to arrive is allowed to enter the intersection first. If two people arrive at the same time then the person on the left should yield to the person on the right. Maybe a yield sign would help out in this situation. The first vehicle has the right of way.

MAYOR: We appreciate your service to the community.

CITY MAINTENANCE CONTRACT DISCUSSION

MAYOR: We now have a proposed contract between the City, Cemetery District and Ted and Yumi Collins. Tonight, let's review the contract and note any changes. Myself and Terrie have had some input so far but want to hear from everyone else as well. Jeff has reviewed the contract as well as he is the Chairman for the Cemetery District. Please review and this is just a draft form at this point. There will be two attachments that need to be added. Attachment "A" will be a punch list of items the Collins will do for the City. It will state how we want the parks mowed, trimmed, watered, etc. It will be fairly specific. The Cemetery had a few more concerns than the City in this regard and will be putting together a list of weekly, bi-weekly and monthly items to complete. The Cemetery punch list will be Attachment "B". The payment would be \$40,000 per year with the ability to earn an extra \$5,000 per year based on a couple of different items. Mainly, the extra \$5,000 will be reduced if part-time or extra workers are needed to help maintain the City parks and the Cemetery grounds. The cost of these worker's wages would be deducted from the \$5,000. The extra \$5,000 would be reviewed at year end and paid by the end of December. Eventually, we would like to get the contract to run from April through March of each year. The reason for changing the starting point of the contract is so that the contractor is not getting paid in the winter when they are not performing any services and then they could quit in the spring without having performed any work. The City will have the final say on the contract. The City, District and Collins will get together and discuss the \$5,000 and determine what is owed. Part of the winter time work will be to maintain the buildings during the winter. This building as well as the Black & White Days building. The contract is at-will and can be terminated at any time with two weeks written notice by either party.

TERRIE: How is the \$40,000 going to be divided between the City and the Cemetery?

MAYOR: The hours spent at each entity will be tracked and then split on a percentage basis. The punch list will help them to be accountable as well.

TERRIE: I think something should be added to the contract about how the time will be split between the City and the Cemetery.

JUSTIN: I will add that to the contract. As another note, all of the headstones in the expanded part of the Cemetery will be required to be in-ground. There are still 200-300 plots left in the old grounds and above-ground headstones can go there. In-ground headstones will allow for the expanded area to be mowed in minutes rather than hours. We do not have the funds to hire more

people to do trimming work. It takes several hours to trim each section with above-ground headstones.

BRAD: I don't want to see a piece rate type split, I want a percentage split between the City and Cemetery.

MAYOR: It will be a percentage based on the amount of hours worked.

JEFF: Currently, the split is about 60/40. For the winter it will all be for the City as the only needs of the district at that time would be for burials and possible snow removal in the cemetery. The Collins have requested that the \$5,000 be reviewed and paid in November, if possible. The season for the City and the District usually closes at by the end of October and they would like to meet in November as soon as the season ends to discuss what needs to be changed or done differently in the future.

BRAD: Is snow removal part of the contract?

MAYOR: Snow removal would be part of the \$5,000 incentive. We can adjust the incentive payment date as needed.

JEFF: I think the \$45,000 amount is a more accurate number for the total pay. The reason it is written as extra pay is more of an incentive to be sure all of the projects are followed through on. The Collins are planning on doing whatever is needed to earn the extra \$5,000. They need that extra \$5,000 to make the contract work for them.

TERRIE: Why not just pay the \$45,000 and not do it as an incentive?

JUSTIN: The main reason was then we would have no way to deduct the amount of the extra workers that are hired, if any.

MAYOR: We could also show the \$5,000 outside of the regular \$40,000 for building cleaning and snow removal as well.

JEFF: The only way I see deducting from the \$5,000 is if extra workers are hired. I wanted firm numbers for budgeting purposes.

BRAD: I would word that \$5,000 will be paid and only deducted from if part-time workers are hired.

JEFF: I am fine with that.

TERRIE: I am as well.

MAYOR: The Collins are an independent contractor and not employees of the Cemetery or the City. The City will make the final decision on who the contract is signed with. Justin checked with our insurance agent and our equipment and grounds are still covered with this type of contract. There is a section about routine maintenance on equipment.

BRAD: I think a statement needs to be added stating the equipment should be operated per the instructions in the owner's manual.

JEFF: How will we want to handle maintenance requests with Scott and Charles?

SCOTT: There are only two scenarios, misuse and abuse and normal wear and tear. The oil should be changed around every 10 to 20 hours in the small engines.

JEFF: A maintenance schedule punch list needs to be created.

JUSTIN: The City and District need to provide a maintenance schedule not the Collins.

SCOTT: All of the equipment at the Maintenance Shop is on a maintenance schedule.

BRAD: Every piece of equipment owned by the City and Cemetery needs to be on a maintenance schedule.

MAYOR: An Attachment "C" will be added as a maintenance schedule. There is a section regarding injuries and the Collins will be required to provide their own insurance. There is also a special events section that discusses extra time will be needed for the City Party, Black & White Days and the week before Memorial Day. There is also an indemnification section and a section stating no oral agreements can be made and that all agreements must be made in writing.

JUSTIN: We need to keep in mind that the punch list of items they are required to do is what they are required to do. The City and Cemetery employees cannot add more items to their list of things to do. They will be contracted to do certain things and outside of those items they won't be required to do them. If a tree falls down, a City employee cannot tell the Collins to clean up the tree. The City is responsible. That is not in the Collins scope of items to do and City employees cannot ask them to do work outside of their contract.

JEFF: Do we want to add to the contract an hourly pay for items outside of the contract that we ask to be completed? It would be for projects on top of what is required in the contract. We would have the ability to contract additional work if needed.

BRAD: We have a City maintenance crew for things like that.

JEFF: I think we need to have the option.

JUSTIN: Also, they will need a business license for 2014.

TERRIE: I am uncomfortable that they will just get the extra work. I don't want that included in the contract at this point. I think that is something to be negotiated at that point when the need arises. Part of my concern, is not who has been hired but that potentially we would be showing favoritism if they get all of the work.

TUCKER: I think we consider a case by case basis outside of the work included in the contract.

TERRIE: We have a punch list of what is required for the contract and can negotiate with them or someone else for items not included in the contract.

JEFF: Scott, I will need your help on the punch list for the equipment maintenance.

TERRIE: For equipment related problems the Collins will need to contact the Maintenance Supervisor.

JEFF: Agreed. Scott would be the contact for that issue now.

BRAD: When will we see the Attachments?

JEFF: Within the next two weeks.

PRESENTATION AND POSSIBLE APPROVAL OF A WATER DONATION FOR 2013 AND THE YEARS FOLLOWING

MAYOR: Last year, Duane Morley Cox donated some water shares to the City and the City purchased one water share at the current market price at that time to establish a base line of the value of the shares. Mr. Cox is approaching the same three cities again this year with the same type of proposal. The City would agree to purchase one share and then Mr. Cox would donate "X" amount of shares. The City would have until 2017 to show beneficial use of the water. The shares would be attached to the new well. The beneficial use will be from the new well. We do not want the rights attached to the WDCI well. There will be a more formal presentation at next month's Council meeting.

TUCKER: Did we get one share or one acre foot?

BRAD: We paid \$4,000 for a water right. It shows one acre foot but I don't recall how much was donated.

MAYOR: Morley and the City will work with Bruce Jorgensen to get all the paperwork in order.

FINANCIAL REVIEW

JUSTIN: There were \$10,214 in Class C Road Funds collected for July and August. The \$1,000 State of Utah video grant award has been received and that is for the Public Safety department and will be used for the TV and other electronic devices in the City office. The Fire Department collected \$3,566 which was the proceeds from the car show and the Cherry Creek Fire. Kevin and Patti Forsgren donated \$100 to the Youth Council. The City Party had a cost of \$2,510 so far and I know there are still a few outstanding invoices yet to come in. The air conditioning/heater unit was installed and paid for at a cost of \$5,600. The annual payment for dog catcher services in the amount of \$8,400 has been paid as well as the annual police

protection payment of \$21,093. These are both paid to Cache County. So far, there has been \$11,058 in Class C Road Funds spent in this budget year. The tree pruning budget for the year has been spent. So far we have spent \$5,150 and the starting budget was \$5,000.

JEFF: Brad did a great job on the trees in trimming and removal. I wish we had more funds to get more completed.

JUSTIN: There was a Use Fee of \$346 collected at Cub River for soccer field use charges. There were six water and sewer impact fees collected in September from Neighborhood Non-Profit. The water impact fees totaled \$26,406 and the sewer impact fees totaled \$33,000. I would like to propose that we transfer the funds in the Water Impact Fee Cash Account to the loan from the Capital Projects Fund.

A motion to approve the transfer of \$26,414.93 from the Water Enterprise Impact Fee Cash Account to the Capital Projects Fund Cash Account as a payment on the current loan, was made by Brad, seconded by Tucker and the vote was unanimous.

Yes Vote: Jensen, Wierenga, Young, Thatcher

No Vote: None

Absent: Erickson

BRAD: There should be two more impact fees collected from Neighborhood Non-Profit this year. What happens to the sewer impact fees collected?

JUSTIN: The sewer impact fees are set aside until next May when the next loan payment is due on the MBR plant. There was \$1,262 in interest collected on the water bonds last month. The water meter purchases for the year have been received and we paid \$16,105. There were a couple of larger meters on that invoice.

BRAD: Where are the bigger meters being installed?

SCOTT: The bigger meters will be installed at the schools, North Cache and White Pine.

BRAD: Also, do not replace the Park School meter.

JUSTIN: There is still \$2,998,266 in the bond proceed account.

DAREK: ABC Construction has submitted their final pay request and I have asked them to revise the invoice to include the outstanding retainage amount so that they can be paid-in-full when that payment is made.

JUSTIN: Darek and myself met with Rocky Mountain Power this morning to clarify the costs of the three-phase power project for the new well. The total cost of the project to be paid to Rocky Mountain Power is \$191,648.00. There will also be an annual minimum fee charge of \$5,900.43 for just having power at the well. We can use more than the minimum but there is a minimum charge just to have the service at the well. The contract is quite simple and mostly just a fill in the blank document with names and costs.

DAREK: The pioneering agreement has changed as well from 5 years to 10 years. There is an option on the contract to accept a \$250 waiver fee or pursue the pioneering fee. We will choose to receive the pioneering fee when applicable.

BRAD: How does that agreement work if a new user just wants to add an electrical box for service?

DAREK: I originally thought it only applied when service was added to the end of the line but that is not the case. If they need that type of service at their location they have to pay part of the cost to get it there through the pioneering agreement. If someone wanted to develop land they will pay their portion of what it cost to get that service to that specific location. There is some stewardship for us on this as well, we need to inform the power company when new users are attaching to that specific area where the pioneering agreement would apply. There is a 24 month period of time where we can request the funds be reimbursed through the pioneering agreement.

JUSTIN: With the permission of the Council, we need the Mayor to sign the contract so the project can get started. Rocky Mountain Power is looking for a subcontractor to start the project within two weeks or they will start the project themselves.

MIKE: The consensus of the Council is to sign the agreement and move on.

COUNCIL MEMBER REPORTS

BRAD: I am going to have Darek give an update on the well and the permitting process.

DAREK: The power situation has already been discussed. I have the well permit documents ready for the State of Utah. There are two sets of documents, the preliminary and a more detailed version. The state has requested we submit both at the same time. They will be turned in by our office on either Thursday or Friday. This is the permit to just drill the hole in the ground. The work will need to be advertised. The well house and design will be next after that. We need to get a contractor to drill the hole. I would propose that we advertise the work for bid this Sunday and the following Sunday. The pre-bid meeting would be held on October 30th here at the office and the bid opening on November 6th here at the office. That is just a proposal. If

there are scheduling issues we can adjust. It usually takes the driller two to three weeks to get all of the documents and paperwork completed. There will be higher insurance requirements for this project than for the test drilling. There is more risk now that the tank is finished. Can I move forward with advertising for the drilling portion?

BRAD: Yes.

JEFF: Yes.

DAREK: ABC has submitted their final pay request and after they add on the retainage due will submit that invoice.

MARLOWE: Can we move the pre-bid meeting from the 30th to the 31st? I will be out of town on the 30th.

DAREK: That would be fine.

JUSTIN: I will make the change to the publication and advertise the next two Sunday's.

BRAD: Do we have a cost estimate on the well?

DAREK: We are estimating \$300,000 to drill the hole, \$300,000 for the equipment and \$200,000 for the power to get to the well.

MARLOWE: The original estimate from a few years ago was \$1,300,000.

BRAD: The rest of the water project is on-line and working. I don't know of any problems.

DAREK: I did have a request from one person that asked for five more pounds of water pressure and I will have to check into that. It would be a good time to seed the hillside around the tank.

BRAD: Darek, please update us on the sewer project as well.

DAREK: The concrete for the grit chamber has been poured and the contractor mis-measured and put the chamber eight inches too far to the north. The equipment supplier has been contacted and said they can adjust the equipment to work with the chamber. The project is still moving forward. The vendor had to sign off on the change to the project. The request will be done in writing with the contractor as well. The contractor of the project will cover any additional costs, if needed, due to their error. I am not very worried about it. We want to get the walls done before winter then we will be waiting for the equipment to be built.

BRAD: Another pending project is the sewer disposal at the nature park and weather pending the project should be done before snow flies. The Fire Department is quiet which is good. The open burn season is about over. I believe it ends at the end of October. Burn permits are obtained on-line.

MAYOR: The new system basically allows people to burn at will and it is not great.

BRAD: This is the only drawback I have seen to the interlocal agreement and we can live with that. It is just hard for the City to monitor what is a legal or illegal burn.

JEFF: Permits that are obtained on-line are not forwarded to the City?

TERRIE: No, they basically go to a countywide Dropbox and nothing happens from there.

BRAD: I obtained a burn permit last weekend, printed it off the internet and did not receive any feedback after that point. There are no new nuisance or maintenance issues.

JEFF: I do have some reporting to do on some GIS mapping for the City. The City was awarded \$49,765 towards GIS mapping services through the Federal government. It is because there is a high pressure gas line that runs on Highway 91 through town. The mapping is a plan that shows what will happen to different areas of the City if there is a disaster situation. I am working with J-U-B to get an updated cost breakdown. There will be a \$2,000 fee for J-U-B to submit the reports and forms as this project develops. If the reporting is not done correctly on this project as it progresses we potentially would have to give back all of the funding. I have asked J-U-B to bid the rest of the City. The grant covers the costs of the mapping four blocks east of the highway, four blocks west of the highway, four blocks north of the Main Street on the highway and four blocks south of the highway and Main Street. The grant would leave about ¼ of the City unmapped. For the additional areas not included in the grant the cost estimate from J-U-B is \$4,000. So the additions that would be needed above the grant funding total \$6,000. I think it is a no brainer to do the rest of the City at the same time then the entire City would be completely mapped. This cost would include that the City employees have to map the manholes and other systems with a GPS system, J-U-B would not do that service. We could possibly use Ted & Yumi Collins to help out.

DAREK: Part of the initial agreement was the City would supply the manpower for the marking of the manholes, etc.

MAYOR: How would Ted or Yumi know where the City water shutoff valves are located? I would think our City maintenance guys would need to help in that regard.

JEFF: I agree, they have the knowledge of those systems.

MAYOR: So basically, a person stands on the manhole and marks it with a GPS to get the coordinates?

DAREK: There are special GPS units that must be used. Jeff, did you check with Rural Water to see if we can use their GPS units?

JEFF: I have not talked with them yet.

DAREK: Rural Water has a program that has mapping grade GPS units to lend out to cities for these types of projects.

MARLOWE: They may not have them anymore since most of their funding has been cut.

DAREK: We might have to rent some then. The work has to be done with a mapping grade GPS. The project must be completed by September 2014.

MARLOWE: None of the mapping will be able to be completed once snow hits the ground.

JEFF: That is why we need to do as much as we can now. Gateway Mapping offers some really good things that can happen with this program.

MAYOR: This is a project the City would never have been able to do without the grant.

JEFF: This mapping project will be great for the City and J-U-B and Gateway Mapping were crucial in helping the City to get this grant.

MARLOWE: At a recent City manager meeting, Josh Runhaar gave some guidance that the County is thinking of doing some GIS work in this area. Josh is the Cache County Planner. Maybe they could help do the work out of the designated area.

JEFF: I will contact Rural Water as well as the County Planner office.

DAREK: I have a copy of the contract if the Council wants to approve it.

A motion to award the GIS Mapping contract for mapping services in the City in the amount of \$54,765 was made by Jeff, seconded by Terrie and the vote was unanimous.

Yes Vote: Jensen, Wierenga, Young, Thatcher

No Vote: None

Absent: Erickson

TUCKER: The preliminary Planning and Zoning Commission meeting minutes from the October 2nd meeting are in your packet. There were two agenda items. One of them was the public hearing for the General Plan. Overall, it was received well but there were a few concerns. Mainly, there was one concern and it was addressed. It has been passed and forwarded to the Council for review. The Council will see it at the November Council meeting.

MAYOR: There will be a public hearing in November and then a possible vote and passage at the December Council meeting.

BRAD: I think the entire Council needs to familiarize themselves with the concern of the citizen. It needs to be reviewed before the issue comes to the City Council. The concern is that it shows a future park by a current agricultural area.

DAREK: It was just a proposal, mainly for people to not forget parks moving forward with development.

TUCKER: The cloud areas are just areas to consider on the plan. The plan does not take into account property lines either. Several of the City Council members were at the meeting as well. Jon White did make a presentation with the preliminary plan for his proposed subdivision. There was a concern on the zoning for the property and some of the proposed lots were too small for the zoning allowance. The Planning Commission approved the preliminary plan based on the building lots being changed to the actual zoning requirements. I expect to see this before the Council before long, after the changes are made. There was a concern that there is not an area to develop for a park.

JEFF: Was the park mentioned at the Planning meeting?

TUCKER: Both the Commissioners and the Council members mentioned it.

TERRIE: The current plan has significantly changed from the original presentation.

TUCKER: I think we need to consider having a park there. How the park is setup and who maintains it. I think the City should consider all the available options. This is something that we will need to talk about again.

TERRIE: The entire plan has changed from the original presentation.

JEFF: Is Jon just trying to feel things out for the new plan?

BRAD: Jon was invited to come before the Council for an informal discussion.

JEFF: In the future when people bring in maps can we scan them and save them digitally?

TERRIE: We can require a digital form.

JEFF: We need a digital copy of each map. All other cities that I work with require a digital copy.

TUCKER: Pending the lot size changes, I expect to see Jon before the Council soon.

DAREK: Jon's engineer called for some clarifications on the roads and that may affect the number of lots in the subdivision as well. I would expect to see a different proposal come back.

MARLOWE: I told them the width of the road needs to be 66 feet.

BRAD: Don't they have a construction standards book? We need to post our construction standards on the City website.

DAREK: We have them in a PDF format.

TERRIE: Previously, we did not put them on the website since the City was charging \$10 for the book.

MARLOWE: We are now handing out the construction standards book free so everyone gets one.

TERRIE: Darek, please send me the PDF version you have and I will include on the City website.

MARLOWE: We have a digital copy.

MAYOR: Let's get it put on the website.

MAYOR'S REPORT

MAYOR: Our next Council meeting will be on November 19th which is the week before Thanksgiving. I would like to establish a date for the City Christmas party. Let's go Friday, January 10th at 6:30 P.M. at the Coppermill. In the Brent Webb subdivision, is there a timeline for the land that will be turned over for the park?

MARLOWE: No.

MAYOR: Has the irrigation water share transfer agreement been completed?

MARLOWE: I got the confirmation of the 10 shares today. There is a \$50 transfer fee.

JEFF: I have had a lot of questions of when the road from the bottom of Phase 2 will connect to the intersection at 500 North 300 East in that subdivision. Do we have an answer?

MAYOR: It is required when a certain percentage of the build out of Phase 3 is completed.

MARLOWE: The way it reads is that the road must be completed when Phase 3 is completed. Sixty-five percent is considered complete. Once 65% of the lots are sold in a phase then the next phase can be started.

MAYOR: We won't approve the next phase or sign off on building permits if the road is not completed.

MARLOWE: We can still sign the building permits for Phase 3 but would not allow Phase 4 to be started.

MAYOR: Not allowing Phase 4 is our enforcement policy.

DAREK: There is a fire hazard code as well. There cannot be a single access when there are “X” amount of homes using only one access.

MAYOR: Marlowe, please send Brent a reminder letter now that over 65% of the lots in that phase have been purchased.

MARLOWE: Seven building permits have been signed off for Neighborhood Non-Profit to start there and they are hoping for one more this year but the government furlough has stopped the last one at this time. They are hoping to start eight more homes in the spring as well, that would be the sixteen total lots they own.

MAYOR: George Humbert of Rocky Mountain Power contacted me and stated that the power company was donating to certain causes in the local communities. The City Youth Council met the criteria and will be receiving \$300 from Rocky Mountain Power as a donation.

A motion to pay the following bills was made by Jeff, seconded by Terrie and the vote was unanimous.

Aflac	178.38
Agri-service	638.97
Allied	118.00
Altius	1686.37
Anderson Doors	123.00
Angela Fannesbeck	75.00
Bair Auto Repair	632.37
Beazer	773.00
Brent Webb Excavation	324.00
Cache Co. Service Area	16228.24
Cache Valley Publishing	27.19
Cantwell Brothers	28.68
Century	162.11
Century Link	234.22
Coats	108.35
Coca Cola	395.02
Comcast	214.59
Consumer Reports	20.00
Demco	423.64
Dept of Health	65.00
Ecosystems	547.15
ERA	398.63
Fastenal	6732.2
Ferguson	956.42

Frank Edwards	240.94
Geneva Rock	459.75
Glenn's Electric	170.00
HACH	197.52
Hall's Store	251.43
IDEXX	891.77
IPACO	20.42
Itty Bitty	4135.59
Johnson Welding	550.00
JUB	15331.2
KCA Transportation	2310.00
Kids Discover	23.95
KVA Electric	672.00
Lee's	65.49
Lewiston City	1434.29
Logan Memorials	895.00
Lowe's	100.64
Maverik	790.85
Maverik Cemetery	522.73
Micromarketing	269.21
Nextel	145.35
North American Salt	4760.42
Oldcastle	2510.25
Olson & Hoggan	4048.25
Parsons	5835.55
PEHP	94.40
Pizza Villa	64.71
Positive Promotions	157.95
Postmaster	164.00
Questar	95.67
Randys	99.84
Rocky Mountain Landscape	100.00
Rocky Mountain Power	5703.52
Sam's	45.00
Smithfield City Library	700.00
Specialized Pest Control	95.00
The Herald Journal	51.08
The Home Depot	666.87
Tight Spaces Excavation	950.00
U&I Kiwanian	195.00
UEN	174.54
USA Blue Book	238.39
Verizon	894.20

Visa	3160.68
Visa Library	402.15
WexBank	82.20
Wheeler	1782.00
Ytech	1500.00

A motion to adjourn was made by Jeff, seconded by Terrie and the vote was unanimous.

Adjournment at 8:30 P.M.

Richmond City Corporation

Michael E. Hall, Mayor

Attest:

Justin B. Lewis, City Recorder