

**REGULAR COUNCIL MEETING
CITY OF WATERTOWN
November 17, 2003
7:00 P.M.**

MAYOR JOSEPH M. BUTLER PRESIDING

PRESENT: **COUNCILWOMAN ROXANNE M. BURNS
COUNCILMAN PETER L. CLOUGH
COUNCILMAN PAUL A. SIMMONS
COUNCILMAN JEFFREY M. SMITH
MAYOR BUTLER**

ALSO PRESENT: **CITY MANAGER MARY M. CORRIVEAU
ATTORNEY ROBERT J. SLYE**

City Manager Corriveau presented the following reports to the Council:

- 1 - Authorizing Sale of 814 Rutland Place to CIT Group Consumer Finance, 715 S. Metropolitan Ave., Oklahoma City, OK 73108
- 2 - Approving Supplemental Agreement No. 3 to Master Federal Aid and Marchiselli Aid Project Agreement, Pearl Street Bridge Replacement, PIN 775234, Right of Way Acquisition
- 3 - Approving Extra Work Authorization No. 1 Submitted by Clough, Harbour & Associates for an Accident Analysis for the Downtown Watertown Streetscape Enhancement Program
- 4 - Authorizing an Application to the New York State Department of Environmental Conservation for Funding from the United States Forest Service Urban and Community Forestry Program
- 5 - Accepting Bid From Branon Construction Company, Inc. for Limited Rehabilitation and Shoring at 29-31 Public Square
- 6 - Approving Extra Work Authorization No. 2 Submitted by Clough, Harbour & Associates for Pavement, Sidewalk, Vault, Storm Sewer and Water Main Design for the Downtown Watertown Streetscape Enhancement Project
- 7 - Approving the Agreement with New York State Department of State for a \$75,000 Grant for the Quality Communities Demonstration Project
- 8 - An Ordinance Authorizing the Issuance of \$1110,000 Serial Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of the Rehabilitation of a City-Owned Building In and For Said City of Watertown
- 9 - Amending City Municipal Code §A320-6, Schedule of Fees
- 10 - Amending City Municipal Code §293-61, Schedule XIII, Parking Prohibited at All Times
- 11 - 7:30 p.m. – Public Hearing for U.S. Department of Justice, Local Law Enforcement Block Grant Program, 2003
- 12 - Arsenal Street Bridge Over I-81, Draft Design Report, Public Hearing

COMPLETE REPORTS ON FILE IN THE OFFICE OF THE CITY CLERK

Meeting opened with a moment of silence.

Pledge of Allegiance was given.

The reading of the minutes of the regular meeting of November 3, 2003 was dispensed with and accepted as written by motion of Councilwoman Burns, seconded by Councilman Clough and carried with all voting in favor thereof.

COMMUNICATIONS

From the Greater Watertown Christmas Parade Committee requesting funding for the upcoming parade.

ABOVE PLACED ON FILE

Claim against the City was received from Delbert Hargis, Jr. for an alleged false arrest.

ABOVE CLAIM REFERRED TO THE BOARD OF AUDIT

PRIVILEGE OF THE FLOOR

Wayne Zimmer, 139 Katherine Street, addressed the chair concerning the traffic lights on Arsenal and Public Square and asked if there was an update.

Mrs. Corriveau will get an update to Council.

Howard Sprague, Ives Street, addressed the chair concerning the status of the legislation whereby the City would run the water and/or sewer line to the property. He was advised that the law was on the books relative to the sewer line. He remarked that it should not be the responsibility of the property owner to dig under the roadway for a water connection.

Councilman Clough explained that the legislation concerning the water lines was not changed at the time the sewer legislation was. He also commented that the Water Department had advised Council that a good share of the breaks could be repaired without tearing up the roadway.

PUBLIC HEARING

AT 7:30 P.M. MAYOR BUTLER ASKED THE CITY CLERK TO READ THE NOTICE OF PUBLIC HEARING CONCERNING THE U.S. DEPARTMENT OF JUSTICE, LOCAL LAW ENFORCEMENT BLOCK GRANT PROGRAM, 2003.

MAYOR BUTLER DECLARED THE HEARING OPEN

No one spoke.

MAYOR BUTLER DECLARED THE HEARING CLOSED

RESOLUTIONS

INTRODUCED BY COUNCILWOMAN ROXANNE M. BURNS

WHEREAS there has heretofore been bid in by the City of Watertown at a tax sale a certain lot of land known as 814 Rutland Place, approximately 33' x 65' in size, and also known and designated on the map of the Department of Assessment and Taxation of the City of Watertown, New York as Parcel No. 12-7-230, and

WHEREAS title to said land has since been retained by the City of Watertown as acquired at said tax sale, which title was retained by reason of the failure of anyone to redeem the same, and

WHEREAS said real property has never been assigned by the Council for a public use,

NOW THEREFORE BE IT RESOLVED that pursuant to Section 23, Subdivision (b) of the General City Law, Section 247 of the Charter of the City of Watertown as amended by Local Law No. 1, 1985, adopted December 3, 1984, effective January 17, 1985, and the ordinance, Municipal Code, Chapter 16 adopted by the Council on June 6, 1977, that the offer of \$3,763.61 submitted by CIT Group Consumer Finance, for the purchase of Parcel No. 12-7-230 is a fair and reasonable offer therefore and the same is hereby accepted, and

BE IT FURTHER RESOLVED that the Mayor, Joseph M. Butler, is hereby authorized, empowered and directed to execute and deliver a Quit Claim Deed of said real property to CIT Group Consumer Finance upon receipt of the above mentioned sum of money in cash only by the City Comptroller, and

BE IT FURTHER RESOLVED that the deed issued by the City contain a provision that if the property sold is not brought into compliance with all applicable provisions of the State Fire Prevention and Building Code and all City of Watertown zoning and health codes within one (1) year of the City's delivery of the deed to the buyer, the City shall have the right to seek reversion of title to the City.

SECONDED BY COUNCILMAN PAUL A. SIMMONS AND CARRIED WITH ALL VOTING YEA

INTRODUCED BY COUNCILMAN PETER L. CLOUGH

WHEREAS on December 20, 1999 the City Council of the City of Watertown adopted a resolution approving the Federal Aid and Marchiselli Aid Project Agreement for the replacement of the south span of the Pearl Street Bridge, and

WHEREAS on November 19, 2001 the City Council of the City of Watertown adopted a resolution approving Supplemental Agreement No. 1 to the Master Federal Aid and Marchiselli Aid Project Agreement for this project, and

WHEREAS on January 6, 2003 the City Council of the City of Watertown adopted a resolution approving Supplemental Agreement No. 2 to the Master Federal Aid and Marchiselli Aid Project Agreement for this project, and

WHEREAS the replacement of the Pearl Street Bridge, PIN 775234, is eligible for funding under Title 23 U.S. Code, as amended, and

WHEREAS the Federal Government has obligated funding for this project under the Federal Highway Bridge Rehabilitation or Replacement Fund and Federal Surface Transportation Program, and

WHEREAS the project calls for the apportionment of cost to be borne at the ratio of 80% federal funds and 20% non-federal funds, and

WHEREAS the State has forwarded for City Council consideration Supplemental Agreement No. 3 for this project, in the amount of \$435,000, for preliminary engineering and construction/construction inspection, and

WHEREAS the State has indicated that Marchiselli funding is \$7,500 short for the design phase of this project and that they will request the additional funding in the next fiscal year, and

WHEREAS as provided for by agreement with the NYS Department of Transportation, preliminary engineering and construction/construction inspection costs are approved in writing by NYSDOT as applicable to the federal aid and Marchiselli aid, eligible construction work shall be credited following FHWA's construction phase closeout audit of the project to project costs that are eligible for Federal aid and Marchiselli aid, and

WHEREAS the City Council of the City of Watertown desires to advance the project by making a commitment of 100% of the non-federal share of the costs of the replacement of the Pearl Street Bridge,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the replacement of the Pearl Street Bridge, and

BE IT FURTHER RESOLVED that the City Council hereby authorizes the City Comptroller, James Mills, to pay in the first instance 100% of the federal and non-federal share of the cost of the Right of Way Acquisition for the Project, and

BE IT FURTHER RESOLVED that the total cost for the above mentioned phase of the project is now \$2,940,000; with Federal funding of \$2,360,000 and non-federal

funding of \$580,000 and that the City Council authorizes the appropriation of \$155,000 from the Capital Fund to cover the City's cost of participation in the project, and

BE IT FURTHER RESOLVED that in the event that the full federal and non-federal share costs of the project exceeds the amount appropriated above, the City Council of the City of Watertown shall convene as soon as possible to appropriate said excess amount immediately upon notification by the City Manager thereof, and

BE IT FURTHER RESOLVED that the Mayor of the City of Watertown is hereby authorized and directed to execute all necessary agreements, certifications or reimbursement requests for Federal Aid and/or Marchiselli Aid on behalf of the City of Watertown with the New York State Department of Transportation in connection with the advancement or approval of the project and providing for the administration of the project and the municipality's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible project costs and all project costs within appropriations therefore that are not so eligible, and

BE IT FURTHER RESOLVED that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching to it any necessary Agreement in connection with the project, and

BE IT FURTHER RESOLVED that this resolution will take effect immediately.

SECONDED BY COUNCILMAN JEFFREY M. SMITH AND CARRIED WITH ALL VOTING YEA

INTRODUCED BY COUNCILWOMAN ROXANNE M. BURNS

WHEREAS Clough, Harbour & Associates, LLP (CHA) is currently under contract with the City of Watertown to design improvements to the Public Square area for a project known as the Downtown Watertown Streetscape Enhancement Project, and

WHEREAS the design process for the project requires CHA to obtain design approval from the New York State Department of Transportation and the Federal Highway Administration through the submission of a Scope Summary Memorandum/Final Design Report, and

WHEREAS the New York State Department of Transportation has reviewed a draft of the Scope Summary Memorandum/Final Design Report and is requiring that CHA conduct an accident analysis of Public Square, and

WHEREAS CHA's initial scope of work and design fee did not cover the cost to complete the accident analysis, and

WHEREAS CHA has submitted an Extra Work Authorization to complete the accident analysis for the project in an amount not to exceed \$6,600,

NOW THEREFORE BE IT RESOLVED that the City Council hereby approves Extra Work Authorization No. 1 for the Downtown Watertown Streetscape Enhancement Project for the completion of an accident analysis for Public Square, and

BE IT FURTHER RESOLVED that the City Manager, Mary M. Corriveau is hereby authorized and directed to execute the extra work authorization on behalf of the City.

SECONDED BY COUNCILMAN JEFFREY M. SMITH AND CARRIED WITH ALL VOTING YEA EXCEPT COUNCILMAN SIMMONS VOTING NAY

Prior to the vote on the foregoing resolution, Councilman Simmons asked why this wasn't realized before.

Mrs. Coriveau explained that no one was aware that NYS DOT and the Federal Highway Administration would require this and therefore it wasn't part of the original specs. She also explained that this is not required in all instances. Mrs. Corriveau informed the Council that the work had been done.

Councilman Simmons questioned the work being done prior to the vote on the resolution.

Mrs. Corriveau explained that this is done on a regular basis in order to keep the projects on track.

Councilman Simmons commented that it is ironic that after all the studies were done, it comes back that we need this as well.

INTRODUCED BY COUNCILMAN PETER L. CLOUGH

WHEREAS the City of Watertown has made tree planting and the care and management of the City's urban forest a priority in the wake of several devastating storms in the 1990's, and

WHEREAS the New York State Department of Environmental Conservation has announced that funding is available from the United States Forest Service Urban and Community Forestry Program for Inner-City Urban and Community Forestry projects, and

WHEREAS the City Council desires to apply to the program to fund a tree planting project on the newly reconstructed Emerson Place, to fund a summer watering and maintenance position and to fund a Dutch Elm Disease treatment program for some of the City's remaining American Elm trees, all at sites located within the territorial jurisdiction of the City Council, and

WHEREAS Tree Watertown, the City's Street Tree Advisory Board, recommends that the City Council apply to the State for financial assistance to continue the reforestation and maintenance efforts, and

WHEREAS this program requires an approval and endorsement of the application from the City Council of the City of Watertown,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York that it hereby approves and endorses the City's application to the New York State Department of Environmental Conservation for a grant under the Urban and Community Forestry Program, and

BE IT FURTHER RESOLVED that the City Manager, Mary M. Corriveau, is hereby authorized and directed to file an application for funds in an amount not to exceed \$12,500 and upon approval of said request, to enter into and execute a project agreement with the New York State Department of Environmental Conservation for such financial assistance to the City of Watertown.

SECONDED BY COUNCILMAN JEFFREY M. SMITH AND CARRIED WITH ALL VOTING YEA

Commenting on the foregoing resolution, Mayor Butler commended City Planner Michael Lumbis and the committee for all the initiatives they have taken and for their hard work on this project.

INTRODUCED BY COUNCILMAN JEFFREY M. SMITH

WHEREAS the City has advertised and received sealed bids for the limited rehabilitation and shoring of 29-31 Public Square and a low bid was received from Branon Construction Company, Inc., 802 Durand Road, Plattsburgh, New York 12901, in the amount of \$89,560,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York that it hereby accepts the bid of Branon Construction Company, Inc., 802 Durand Road, Plattsburgh, New York 12901 in the amount of \$89,560 for the limited rehabilitation and shoring of 29-31 Public Square, contingent upon a bond ordinance being approved by the City Council to finance the project, and

BE IT FURTHER RESOLVED that the Mayor, Joseph M. Butler, is hereby authorized and directed to execute the contract documents on behalf of the City, upon satisfaction of the contingency.

SECONDED BY MAYOR JOSEPH M. BUTLER AND DEFEATED WITH ALL VOTING NAY EXCEPT COUNCILMAN SMITH AND MAYOR BUTLER VOTING YEA

INTRODUCED BY COUNCILMAN PAUL A. SIMMONS

WHEREAS Clough, Harbour & Associates, LLP (CHA) is currently under contract with the City of Watertown to design improvements to the Public Square area for a project known as the Downtown Watertown Streetscape Enhancement Project, and

WHEREAS the City Council of the City of Watertown is considering expanding the scope of the Streetscape Project to include pavement improvements, sidewalk replacement, infilling of sidewalk vaults, storm sewer replacement and water main replacement, and

WHEREAS Clough, Harbour & Associates has submitted an Extra Work Authorization in the amount of \$89, 250 to complete the Engineering and Design Services, Construction and Bidding Documents and Construction Administration for the improvements identified in the expanded project scope,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves Extra Work Authorization No. 2 for the Downtown Watertown Streetscape Enhancement Project submitted by Clough, Harbour & Associates in the amount of \$89,250 for the completion of Engineering and Design Services, Construction and Bidding Documents and Construction Administration for the items identified in the expanded project scope including pavement improvements, sidewalk replacement, infilling of sidewalk vaults, storm sewer replacement and water main replacement, and

BE IT FURTHER RESOLVED that the City Manager, Mary M. Corriveau is hereby authorized and directed to execute the extra work authorization on behalf of the City.

SECONDED BY COUNCILMAN PETER L. CLOUGH

Prior to the vote on the motion to table the foregoing resolution, Councilwoman Burns indicated that she would recuse herself from voting on the resolution, as she is a downtown property owner and an owner of one of the vaults.

Councilman Simmons asked if this needed to be voted on this evening.

Mrs. Corriveau responded that staff is trying to make sure the design work in this resolution happens at the same time as the streetscape project. However, it probably can wait six weeks until the new Council is seated, if Council desires.

Mayor Butler remarked that he thinks this entire project needs to be done correctly. He expressed his concerns about the next Council supporting the \$2.4 million project.

MOTION WAS MADE BY COUNCILMAN SIMMONS TO TABLE THE FOREGOING RESOLUTION.

MOTION WAS SECONDED BY MAYOR BUTLER AND CARRIED WITH ALL VOTING YEA EXCEPT COUNCILWOMAN BURNS WHO ABSTAINED AND COUNCILMAN CLOUGH VOTING NAY.

INTRODUCED BY COUNCILWOMAN ROXANNE M. BURNS

WHEREAS the New York State Department of State has announced that the City of Watertown has been awarded a \$75,000 grant to implement a Quality Communities Demonstration Project, and

WHEREAS the City Council desires to undertake a Quality Communities Demonstration Project, which will assist in revitalization of the City, and

WHEREAS the City must enter into an Agreement with the New York State Department of State for this project,

NOW THEREFORE BE IT RESOLVED that the City Manager, Mary M. Corriveau, is hereby directed to enter into and execute the Grant Agreement on behalf of the City Council of the City of Watertown, and

BE IT FURTHER RESOLVED that the City Manager is authorized to act on behalf of the City Council in all further matters related to the financial assistance for this project.

SECONDED BY COUNCILMAN PAUL A. SIMMONS AND CARRIED WITH ALL VOTING YEA

THE RESOLUTION CONCERNING THE U.S. DEPARTMENT OF JUSTICE, LOCAL LAW ENFORCEMENT BLOCK GRANT PROGRAM, 2003 WAS PRESENTED TO COUNCIL (Introduced on November 3, 2003; public hearing held this evening; appears in its entirety on page 253 of the 2003 Minutes Book.)

AT THE CALL OF THE CHAIR VOTE WAS TAKEN ON THE FOREGOING RESOLUTION AND CARRIED WITH ALL VOTING IN FAVOR THEREOF.

ORDINANCES

INTRODUCED BY COUNCILMAN PETER L. CLOUGH

BE IT ORDAINED that § A320-6, Schedule of Fees of the City Code of the City of Watertown is amended to add the following:

§ A320-6. Schedule of Fees

Type	Fee
Marriage Solemnization fee	\$30.00
Marriage Photo Fees	\$10.00 per sheet \$5.00 per individual photo
Passport Photo Fees	\$15.00 per photo

and,

BE IT FURTHER ORDAINED that this amendment shall take effect as soon as it is published once in the official newspaper of the City of Watertown, or printed as the City Manager directs.

SECONDED BY COUNCILWOMAN ROXANNE M. BURNS AND CARRIED WITH ALL VOTING YEA

(Unanimous consent moved by Councilman Clough, seconded by Councilman Simmons and carried with all voting in favor thereof.)

Prior to the vote on the foregoing ordinance, Councilwoman Burns asked if the City Clerk's Office issues passports.

Mrs. Dutton responded that the City Clerk's Office has been a passport acceptance agency for several years. The U.S. Department of State determined that local municipal clerks should be allowed to be passport agents in an effort to offer better customer service for the passports. As soon as the law was in place, the Watertown City Clerk's Office applied and was accepted as an agency.

INTRODUCED BY COUNCILMAN PETER L. CLOUGH

BE IT ORDAINED that Chapter 293 of the City Code of the City of Watertown is amended to add the following:

§ 293-61. Schedule XIII. Parking Prohibited at All Times

Name of Street	Side	Location
Bellew Avenue	Both	From Arsenal Street to Coffeen Street

and,

BE IT FURTHER ORDAINED that this amendment shall take effect as soon as it is published once in the official newspaper of the City of Watertown, or printed as the City Manager directs.

SECONDED BY COUNCILMAN PAUL A. SIMMONS

(Unanimous consent moved by motion of Councilman Clough, seconded by Councilman Simmons and carried with all voting in favor thereof.)

Commenting on the foregoing ordinance, Councilman Smith questioned if the residents in the neighborhood had been notified prior to this. He also commented that Bellew Avenue is no narrower than Haley or Bishop Streets, where parking is allowed.

Mayor Butler commented that there were public hearings on this and the no parking issue was mentioned.

Councilman Clough agreed and stated that safety factors were brought up at one of the meetings.

Mrs. Corriveau explained that the City created the situation with the reconstructed street whereby if parking were permitted a hazard would be created. She also explained that final approval of the project through the NYS DOT required no parking on both sides of the street. She stated that she does agree that the City should do some outreach to the neighbors but would not want to contact DOT until after the neighbors have been notified and they express their opinions.

MOTION WAS MADE BY COUNCILMAN SMITH TO TABLE THE FOREGOING ORDINANCE.

MOTION WAS SECONDED BY COUNCILMAN SIMMONS AND CARRIED WITH ALL VOTING IN FAVOR THEREOF.

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COUNCIL DISCUSSED THE FOLLOWING TOPICS:

Arsenal Street Bridge Over I-81, Draft Design Report, Public Hearing

Mrs. Corriveau referred to the agenda report concerning this. She explained that it is a very interesting design and will have an impact on businesses and the plaza in that area. She stressed the importance of attending the public hearings on this plan.

Work Sessions

No further work sessions have been scheduled.

Fund Balance

Mayor Butler asked for a fund balance update.

Mrs. Corriveau explained that a report would be prepared for the Council.

Police Arbitration

Mayor Butler asked about the status of this.

Mrs. Corriveau responded that she hasn't heard back from the arbitrator. As soon as she does, she will share the information with the Council.

Meth Lab Patrol

Councilwoman Burns asked if Mrs. Corriveau was aware if there was any movement on the part of Chief Piche to increase the effort on cracking down on the meth labs in the City.

Mrs. Corriveau stated that she did not know, but would speak with Chief Piche.

Annexation of Property

Councilman Clough asked for an update on the annexation of the parcel by Route 81.

Mrs. Corriveau explained that as soon as the developer closes on the purchase of the rest of the property, they would be in contact with the City for annexation.

Pot Hole

Councilman Clough advised that there was a pothole south of Pearl Street Bridge on Factory Street which he would like to have repaired.

Christmas Parade

Councilman Clough asked about the communication and how much they were seeking.

Mrs. Corriveau explained that \$500 is available for this.

INTRODUCED BY COUNCILMAN PETER L. CLOUGH

WHEREAS the City wishes to enter into an Agreement for Public Benefit Services between the City and the Greater Watertown Christmas Parade Organization, a copy of which Agreement is attached and made a part of this resolution,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown that it hereby approves the Agreement for Public Benefit Services between the City of Watertown and the Greater Watertown Christmas Parade Organization in connection with promotion of the 2003 Christmas Parade, and

BE IT FURTHER RESOLVED that the Mayor, Joseph M. Butler, is hereby authorized and directed to execute the Agreement for Public Benefit Services on behalf of the City Council.

SECONDED BY COUNCILMAN SIMMONS AND CARRIED WITH ALL VOTING YEA

(Rules waived by motion of Councilman Smith, seconded by Councilman Simmons and carried with all voting in favor thereof.)

Mayor Butler thanked Mrs. LaDue for spear heading this committee each year.

Parking Problem at North Elementary

Councilman Clough asked Mrs. Corriveau to follow up with the school board on the parking problem at this school.

Councilman Simmons commented that this is not a new issue. The school board has dealt with this at all the schools. The problem is that the parents want to park right in front of the school and some times that is not possible.

Water Line Hookups

Referring to the comments made earlier in the evening by Mr. Sprague, Councilman Simmons remarked that he would like to take a look at what it would take to pass the legislation so it would mirror the sewer line legislation. He would like to have this done within the next couple of weeks.

Mayor Butler stated that he supports this.

Green Street

Councilman Smith asked if the meeting ever took place.

Mrs. Corriveau explained that the meeting with the neighbors did take place. The City staff has met with Mr. Reardon and Mr. Gaffney and is currently working on the design. She also commented that it is her desire to have this project done before Mr. Reardon retires.

Assistant City Manager and City Engineer Positions

Mayor Butler asked for updates on this.

Mrs. Corriveau indicated that the Assistant City Manager search is in the final stages. She hopes to be able to bring Council a salary resolution for the position shortly. She also indicated that there has been no movement on the City Engineer position, with the residency requirement being an obstacle.

Councilman Smith commented that there is nothing in the City Charter outlining succession if the City Manager is not available. He stated that this is something that needs to be done.

Airport

Mayor Butler asked about this.

Mrs. Corriveau indicated that the City-County committee would be meeting the first week of December. They will then be meeting with the consultants to work on the master plan. The consultants have already begun their preliminary work.

Planning Board

Mayor Butler announced the appointment of Rande Richardson to the Planning Board.

ADJOURNMENT

AT THE CALL OF THE CHAIR MEETING WAS DULY ADJOURNED AT 7:50 P.M. BY MOTION OF COUNCILMAN CLOUGH, SECONDED BY COUNCILMAN SIMMONS AND CARRIED WITH ALL VOTING IN FAVOR THEREOF.

Donna M. Dutton

City Clerk