

**COUNCIL MEETING
JANUARY 17, 2017**

Mayor Casavant called the meeting to order at 6:00 p.m.

Roll Call: Michael Swanton, John McCurry, Jr., Stephen St. Cyr, Robert Quattrone, Jr., Bob Mills, Rick Laverriere, Michael Ready, Laura Seaver, Marc Lessard

The Council, and all who were present, recited the Pledge of Allegiance.

Mayor Casavant asked for a moment of silence for Paulette Beaudoin, who recently passed away. Mrs. Beaudoin served as Biddeford State Representative for 8 years.

Adjustments to the Agenda:

- Add: Community Notes: Update on WinterFest
- Add: Order 2017.10 – Acceptance of Councilor Laverriere's Resignation
- Add: Appointment of Norman Belanger as Councilor for Ward 6
- Remove: Appointment of Bruce Benway to the Planning Board
- Add: Appointment of Rick Laverriere to the Biddeford Fire Advisory Committee
- Add: Executive Session: 1 MRSA 405(6)(A).. Personnel Issue

Public Hearing: Liquor License for Biscuits & Company, LLC

The Chair opened the public hearing at 6:02 p.m.

There were no public comments.

The Chair closed the public hearing at 6:02 p.m.

Liquor License: Biscuits & Company, LLC

Motion by Councilor Ready, seconded by Councilor Lessard to recommend issuance of the State liquor license to Biscuits & Company, LLC.

Vote: Unanimous.

Community Notes: Update on WinterFest 2017

Delilah Poupoure from the Heart of Biddeford gave an update on WinterFest 2017, which is scheduled for February 3rd through 5th. Folks may visit Facebook page, BiddWinterfest for more and the most up-to-date information. Some planned events include:

Friday, Feb. 3rd: ice carving and laser show; Biddeford Stroll to all downtown venues open that night; and Piano Men will be performing at the City Theater in the evening.

Saturday, Feb. 4th: sledding hill from 10am to 4pm, sponsored by New Life Church; dog sledding, pony rides; McArthur Library has events planned; and Comedian Juston McKinney will be performing at the City Theater in the evening.

Sunday, Feb. 5th: there will be free skating and pizza at West Brook Skating Rink.

Consideration of Minutes: January 3, 2017

Motion by Councilor Ready, seconded by Councilor Lessard to accept the minutes as printed.

Vote: Unanimous.

Second Readings:

{For a copy of the ordinance amendments and first readings, see the Council Meeting minutes of January 3, 2017}

2016.87) Amendment/LDR, Art. V-Establishment of Zones, Table A and Art. II-Definitions/Addition of Medical Marijuana Growing Facilities Language (Option 1)

Motion by Councilor Ready, seconded by Councilor Laverriere to grant the second reading of the ordinance amendment.

Vote: 8/1; Councilor Lessard opposed.

Councilors Swanton, McCurry, St. Cyr, Quattrone, Mills, Laverriere, Ready and Seaver in favor. Motion carries.

2016.88) Amendment/LDR, Art. VI-Performance Standards/Add Sec. 77, Medical Marijuana (Option 2)

Motion by Councilor Ready, seconded by Councilor McCurry to grant the second reading of the ordinance amendment.

Vote: 8/1; Councilor Lessard opposed.

Councilors Swanton, McCurry, St. Cyr, Quattrone, Mills, Laverriere, Ready and Seaver in favor.
Motion carries.

**2017.3) Amendment/Ch. 46-Parks and Recreation & Ch. 2-Administration/Move
Recreation Commission & Other Administrative Functionality/Rename Chapter 46**

Motion by Councilor Ready, seconded by Councilor McCurry to grant the second reading of the ordinance amendments.

Motion by Councilor Swanton, seconded by Councilor Lessard to amend the ordinance, as follows:

- Amend Sec. 46-5 – City Parks to be changed to: City Parks, Beaches and Athletic Fields
- Further amend Sec. 46-5 by adding: Fortunes Rocks Beach, Middle Beach and St. Louis Field (GIS: 28-270)
- Further amend Sec. 46-5 by adding to Clifford Park, parcels 8-1; and 8-3-1.

Vote on amendments: Unanimous.

Vote on second reading, as amended: Unanimous.

Orders of the Day:

2017.4 IN BOARD OF CITY COUNCIL...JANUARY 17, 2017

BE IT ORDERED, that the City Manager is hereby authorized to enter into an agreement with Real Term Energy US, L.P., negotiating terms in the best interest of the City of Biddeford, for the evaluation, design, and conversion of streetlights and other exterior fixtures from conventional technology to LED. Final design, project construction costs, and construction finance details shall be presented to the City Council for review and approval under a separate Order.

NOTE: The Finance Committee has not reviewed this order as per the original Workshop presentation and city-wide policy implications.

Motion by Councilor McCurry, seconded by Councilor Mills to grant the order.

Vote: Unanimous.

2017.5 IN BOARD OF CITY COUNCIL...JANUARY 17, 2017

BE IT ORDERED, that the City Manager be authorized to purchase one (1) 2017 Ford Transit connect van as per bid of January 6, 2017(the “Equipment”) from Arundel Ford (the “Vendor”) and may pay the Vendor an amount not to exceed \$21,528.00 for the Equipment as follows:

1. The City of Biddeford expects to incur debt to reimburse expenditures to pay the cost of the Equipment;
2. The City of Biddeford reasonably expects that the maximum principal amount of the debt, including for reimbursement purposes, is \$21,528.00;
3. The City Manager, on behalf of the City of Biddeford, is authorized to enter into a lease purchase, loan or other financing agreement for the Equipment provided that (a) the principal amount of such agreement will not exceed \$21,528.00, (b) the term of such agreement will not exceed one hundred and twenty (120) months and (c) any obligation of the City of Biddeford to make lease or loan payments pursuant to such agreement is subject to annual appropriation by the City Council of the City of Biddeford;
4. The City Manager is authorized to advance money from the General Fund of the City for payment of the costs of the Equipment; and
5. The City Manager, on behalf of the City of Biddeford, is authorized to negotiate, enter into, execute, deliver and cause to be performed, and to approve, any and all agreements, instruments, certificates and other documents, and to grant security interests in the Equipment, upon such terms, conditions, limitations and undertakings, which the City Manager determines are necessary and proper for the acquisition and financing of the Equipment, provided that any lease purchase, loan or other financing agreement will be countersigned by both the Mayor and the Treasurer of the City of Biddeford. Without limiting the foregoing, the City Manager, on behalf of the City of Biddeford, in connection with the acquisition of the Equipment, is authorized to sell, transfer, trade in or otherwise dispose of any equipment, which the City Manager determines is no longer useful to the City of Biddeford.

NOTE: The Finance Committee reviewed this item on January 17, 2017 and voted to recommend it to the City Council for approval. The lease-purchase of this item is included in the FY17 CIP budget, with a down payment of \$5,000.00

Motion by Councilor McCurry, seconded by Councilor Lessard to grant the order.

Vote: 8/1; Councilor Swanton opposed.

Councilors McCurry, St. Cyr, Quattrone, Mills, Laverriere, Ready, Seaver and Lessard in favor.

Motion carries.

2017.6 IN BOARD OF CITY COUNCIL...JANUARY 17, 2017

BE IT ORDERED, that the City Council does hereby authorize the following allocation of funds for the establishment of a ***Downtown Façade Improvement Program***:

\$50,000 – from RTE 111-Mill Redevelopment TIF District

Motion by Councilor Lessard, seconded by Councilor Mills to grant the order.

Vote: Unanimous.

2017.7 IN BOARD OF CITY COUNCIL...JANUARY 17, 2017

BE IT ORDAINED, by the City Council of the City of Biddeford that the Code of Ordinances, **Chapter 22, BUSINESSES, ARTICLE III, CRITERIA, Section 22-26 Taxicabs, motorbuses, public automobiles, and motor vehicles for hire.** is amended by adding or ~~deleting~~ to read as follows:

Sec. 22-26. Taxicabs, motorbuses, public automobiles and motor vehicles for hire.

(a) Definitions. As used in this section, the following terms shall have the meanings indicated:

TAXICAB

(1) Includes any motor vehicle used for the transportation of passengers for hire, the destination and route of which are under the direction and control of the passenger(s); except that the provisions of this section shall not apply to a motor vehicle licensed by another municipality to operate as a taxicab or other vehicle for hire which is operated within the City of Biddeford in response to:

- a. A call to convey a passenger from the City to such other municipality; or
- b. A request to convey a passenger from the City to such other municipality when such request is made at the point of delivery in the City of a passenger from such other municipality; or
- c. A request to convey a passenger from such other municipality to the City.

(2) "Taxicab" does not include a limousine, or other vehicle which operates solely on a fixed schedule and route, such as, but not limited to, a bus.

(b) Purpose. In an effort to provide for the health, welfare and safety of the citizens of the City of Biddeford, a person or firm operating motor vehicles for the conveyance of members of the public, exclusive of freight, operating regularly in the City must obtain a license.

(c) License required. No person or firm will operate a vehicle subject to these provisions without first having obtained a license from the City of Biddeford, excluding nonprofit service, transit authority or municipal vehicles. All taxicabs, motorbuses, public automobiles and motor vehicles for hire must be fully inspected and licensed no later than January 31 of each year. After January 31, any owner/operator that falls within the provisions of this section that has not complied with the provisions set forth herein will be subject to the revocation of his/her license.

(d) Application. A person applying for a license under this provision shall complete forms provided by the City Clerk's office and provide the following information:

- (1) The name and address of the firm, to include name of owner or corporate executive and telephone numbers.
- (2) Make and types of all vehicles to operate in the City, including state license numbers.
- (3) Certificate or other evidence of liability insurance covering all vehicles and drivers.
- (4) The name, address and driver's license number of all employees who will transport or convey passengers.

(e) Inspection of taxicab; ~~issuance of sticker; placement on vehicle. Prior to the issuance of a license, each taxicab, motorbus, public automobile and motor vehicle used for the transportation of passengers for hire shall submit to an annual vehicle inspection by a member of the Code Enforcement Office and a member of the Police Department who is designated by the Chief of Police to conduct vehicle inspections. Upon successful completion of the City inspection, each vehicle for hire shall be issued a sticker, which shall be~~

affixed by the inspector not more than four inches from the bottom edge of driver's side front windshield. In addition to having an assigned sticker number, the sticker will bear the vehicle's VIN number. Stickers are nontransferable. Stickers that have become illegible, mutilated, or have been removed, transferred, stolen or lost will become void. The applicant will be required to purchase a replacement sticker, which may only be issued after the vehicle has been reinspected and has met inspection requirements. Use of fraudulent, counterfeit, or fictitious stickers may subject the owner/operator to criminal charges and result in the revocation or suspension of the license.

~~A Code Enforcement Officer may require any licensee to present a taxicab for inspection whenever the Code Enforcement Officer deems such inspection necessary. The inspection shall be performed as soon as practicable, at a location to be determined by the City of Biddeford. If a vehicle fails to pass this inspection, the inspector may, in writing, order a taxicab removed from service, provided that a re-inspection shall be scheduled as soon as possible, but in no case more than three days thereafter. There will be no charge for the initial inspection, but there will be a charge of \$25 for each re-inspection thereafter.~~

(f) Maintenance of taxicabs; required equipment. All taxicabs operating within the City of Biddeford shall adhere to the following requirements at all times:

(1) Taxicabs shall at all times be clean and in good repair inside and out and shall be maintained at all times in compliance with the laws of the State of Maine relating to passenger vehicles and the rules and regulations of the State Commissioner of Transportation enacted pursuant thereto.

(2) Taxicabs may compute fare through the use of a taximeter and may have those meters installed so as to give an accurate reading of all the vehicle's movements and so as not to be subject to tampering. Any meters used shall be tested, approved and sealed by the State Sealer of Weights and Measures. Said meters shall indicate fare and mileage by means of legible figures which are electrically illuminated during the period between sunset and sunrise.

(3) Every taxicab operating in the City shall be equipped with an exterior light affixed to the roof thereof, which shall be covered with a translucent fixture marked with the word "Taxi" in legible lettering and which shall be operated during the period between sunset and sunrise.

(4) Every taxicab shall be conspicuously marked, in letters not less than 1 1/2 inches in height, with the word "Taxicab," "Taxi" or "Cab" and the owner's name or trade name or, in lieu of such name or trade name, with a design or monogram containing the owner's name or trade name. Such design or monogram shall be not less than eight inches in diameter.

(5) Every taxicab shall be conspicuously marked, in numbers not less than 1 1/2 inches in height, with a vehicle number, which shall correspond to the vehicle license number filed with the City Clerk, such number to be unique to all taxicabs licensed by the City of Biddeford.

(g) Enforcement; violations and penalties. The Code Enforcement Officer, or his/her designee, shall have the primary duty to enforce this section. A police officer also has the authority to enforce the provisions of this section. A person or entity in violation of this section is subject to a fine as set forth under Chapter 1, § 1-12, of the City of Biddeford Code of Ordinances. In addition to the payment of a fine as set forth herein, a licensed owner or operator who is found in violation of the provisions of this section may have his/her license to operate a taxicab within this City suspended or revoked.

Motion by Councilor Laverriere, seconded by Councilor Lessard to grant the first reading of the ordinance amendment.

Motion by Councilor Laverriere, seconded by Councilor Lessard to amend the ordinance by eliminating the added language regarding City inspections of taxicabs.

Vote: 6/3; Councilors Ready, Mills and McCurry opposed.

Councilors Swanton, St. Cyr, Quattrone, Laverriere, Seaver and Lessard in favor.

Amendment carries.

Motion by Councilor McCurry, seconded by Councilor Mills to table to the Policy Committee for further review.

Vote: 4/5; Councilors Seaver, Laverriere, Quattrone, St. Cyr and Swanton opposed.

Councilors McCurry, Mills, Ready and Lessard in favor.

Motion to table fails.

Vote on ordinance, as amended: 6/3; Councilors Ready, Mills and McCurry opposed.

Councilors Swanton, St. Cyr, Quattrone, Laverriere, Seaver and Lessard in favor.

First reading carries.

2017.8

IN BOARD OF CITY COUNCIL...JANUARY 17, 2017

BE IT ORDERED, that the City Council of the City of Biddeford does hereby amend the Code of Ordinances, **Appendix A, Rules of the Council – Rule 1: Duties and powers of the Mayor or Presiding Officer**, as follows:

(j) When, as required by law, the City Council must act as municipal officers, ~~there shall be a municipal officers meeting on the same night as the normally scheduled Council meetings when needed. they shall do so during a council meeting. At the municipal officers meeting~~ The first 30 minutes Towards the end of each regular council meeting there shall be a designated for “public addressing the Council,” portion for 30 minutes, when the residents of Biddeford shall be afforded an opportunity to address the ~~municipal officers~~ City Council on any item of City business which is not before the Council as an order of the day on the Council agenda, over which the Council has direct control, not to exceed three minutes per speaker. ~~A request to speak for a longer period may be extended by a two-thirds majority vote of the Council.~~

BE IT FURTHER ORDERED, that the City Council of the City of Biddeford does hereby amend the Code of Ordinances, **Appendix A, Rules of the Council – Rule 2: Rights and duties of members**, as follows:

(m) Any member may place an item(s) on a City Council agenda with the concurrence of at least one other member, with said item(s) being submitted in writing to the City Clerk. The submitted item(s) shall be placed on a City Council agenda within 30 days. The final agenda items will be reviewed and approved by the Mayor and Council President.

Motion by Councilor Laverriere, seconded by Councilor Lessard to grant the order.

Motion by Councilor Mills, seconded by Councilor Laverriere to amend section (j) by moving the *public addressing the council* portion towards the end of the meeting (before Other Business).

Vote: 8/1; Councilor St. Cyr opposed.

Councilors Swanton, McCurry, Quattrone, Mills, Laverriere, Ready, Seaver and Lessard in favor. Amendment carries.

Motion by Councilor Swanton, seconded by Councilor Ready to amend section (j) to allow speakers, during *public addressing the council*, to speak for five minutes.

Vote: 2/7; Councilors Swanton and Ready in favor.

Councilors McCurry, St. Cyr, Quattrone, Mills, Laverriere, Seaver and Lessard opposed. Amendment fails.

Motion by Councilor Swanton to amend section (j) to allow speakers, during *public addressing the council*, to speak for four minutes.

Fails due to last of second on the motion.

Vote on Rules, as amended: Unanimous.

2017.9

IN BOARD OF CITY COUNCIL...JANUARY 17, 2017

BE IT ORDAINED, by the City Council of the City of Biddeford that the Code of Ordinances, Chapter 2, Administration, Article V FINANCE, **Add Section 2-329- Exempting Eligible Active Duty Military Personnel From Vehicle Excise Tax** to read as follows:

Section 2-329 - Exempting Eligible Active Duty Military Personnel From Vehicle Excise Tax

Authority.

This ordinance is enacted pursuant to 36 M.R.S.A. § 1483-A, which expressly authorizes such ordinances.

Excise tax exemption; qualifications.

Vehicles owned by a resident of this municipality who is on active duty serving in the United States Armed Forces and who is either permanently stationed at a military or naval post, station or base outside this State or deployed for military service for a period of more than 180 days and who desires to register

that resident's vehicle(s) in this State are hereby exempted from the annual excise tax imposed pursuant to 36 M.R.S.A. § 1482.

To apply for this exemption, the resident must present to the municipal excise tax collector certification from the commander of the resident's post, station or base, or from the commander's designated agent, that the resident is permanently stationed at that post, station or base or is deployed for military service for a period of more than 180 days.

For purpose of this section, "United States Armed Forces" includes the National Guard and the Reserves of the United States Armed Forces.

For purpose of this section, "deployed for military service" has the same meaning as in 26 M.R.S.A. § 814(1)(A).

For purpose of this section, "vehicle" has the same meaning as in 36 M.R.S.A. § 1481(5) and does not include any snowmobiles as defined in 12 M.R.S.A. § 13001.

Effective date; duration.

This ordinance shall take effect thirty days after its adoption by the City Council and shall remain in effect unless and until it or 36 M.R.S.A. § 1483-A is repealed.

Motion by Councilor Laverriere, seconded by Councilor McCurry to grant the first reading of the ordinance amendment.

Motion by Councilor McCurry, seconded by Councilor Ready to table the ordinance amendment and send to the Policy Committee for review.

Vote: Unanimous.

2017.10 IN BOARD OF CITY COUNCIL..JANUARY 17, 2017

BE IT ORDERED, that the City Council of the City of Biddeford does hereby accept the resignation of Richard "Rick" Laverriere as the Councilor representing Ward 6.

Councilor Rick Laverriere read his letter of resignation and submitted it to Mayor Casavant.

Motion by Councilor McCurry, seconded by Councilor Ready to accept Rick Laverriere's resignation as a City Councilor.

Vote: Unanimous.

Appointments:

IN BOARD OF CITY COUNCIL..JANUARY 17, 2017

ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby appoint:

**Norman Belanger
589 South Street**

as **City Councilor for Ward 6**, replacing Rick Laverriere, for the remainder of the current term, which will expire in December 2017.

BE IT FURTHER ORDERED, that Councilor Norman Belanger replace former Councilor Rick Laverriere on the Personnel Committee and the Policy Committee.

Motion by Councilor Ready, seconded by Councilor Mills to confirm the appointment.

Vote: Unanimous.

City Clerk, Carmen Morris administered the Oath of Office.

IN BOARD OF CITY COUNCIL...JANUARY 17, 2017

ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby appoint:

Larry Patoine

as the CHAIR of the *Planning Board* for 2017.

Motion by Councilor Ready, seconded by Councilor Lessard to confirm the appointment.

Vote: Unanimous.

IN BOARD OF CITY COUNCIL...JANUARY 17, 2017

ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby re-designate:

**Jennifer Burke
10 Merrill Street
Ward 3**

on the *Planning Board* from an Associate Member to a Voting Member, replacing Susan Deschambault, with an term to expire December 2018.

Motion by Councilor McCurry, seconded by Councilor Lessard to confirm the appointment.
Vote: Unanimous.

IN BOARD OF CITY COUNCIL...JANUARY 17, 2017

ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby appoint:

**Roger Cantara
44 Harding Street
Ward 4**

to the *Biddeford Fire Advisory Committee (BFAC)*, for an initial term to expire in December 2021.

Motion by Councilor Mills, seconded by Councilor Lessard to confirm the appointment.
Vote: Unanimous.

IN BOARD OF CITY COUNCIL...JANUARY 17, 2017

ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby appoint:

**Raymond Moreau
66 South Street
Ward 5**

to the *Biddeford Fire Advisory Committee (BFAC)*, for an initial term to expire in December 2020.

Motion by Councilor Mills, seconded by Councilor Lessard to confirm the appointment.
Vote: Unanimous.

IN BOARD OF CITY COUNCIL...JANUARY 17, 2017

ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby appoint:

**Rick Laverriere
371 South Street
Ward 6**

to the *Biddeford Fire Advisory Committee (BFAC)*, for an initial term to expire in December 2019.

Motion by Councilor Seaver, seconded by Councilor Lessard to confirm the appointment.
Vote: Unanimous.

IN BOARD OF CITY COUNCIL...JANUARY 17, 2017

ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby appoint:

**Kevin Jacques
4 Deer Run Drive
Ward 6**

to the *Biddeford Police Advisory Committee (BPAC)*, for an initial term to expire in December 2021.

Motion by Councilor Ready, seconded by Councilor Lessard to confirm the appointment.
Vote: Unanimous.

IN BOARD OF CITY COUNCIL...JANUARY 17, 2017

ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby appoint:

**Roger Gagnon
1 Justine Way
Ward 3**

to the *Biddeford Police Advisory Committee (BPAC)*, for an initial term to expire in December 2020.

Motion by Councilor Mills, seconded by Councilor Lessard to confirm the appointment.
Vote: Unanimous.

City Manager Report:

City Manager, James Bennett made the following notes:

- ✓ The updated preparation memo for the Council's Goal Setting meeting has been distributed. The Goal Setting Work Session has been scheduled for Thursday, January 25th at Biscuits & Company
- ✓ The Purchase & Sale Agreement has been executed with the State of Maine for the former Pate Property on Elm Street
- ✓ Highlighted a couple of the Governor's proposed budget items that, if passed by the Legislature, could have substantial consequences for municipalities
- ✓ This week's Biddeford Beat included an article on the City valuation and attempted to clarify some false information that has been in the public recently
- ✓ Informed the Council that a card swipe building access system is being installed in City Hall as an added security measure, and should be operational within the next week or so

Other Business:

Councilor Ready: asked what is going on with the two City-owned properties that the City sent out to bid for possible sale. The City Manager believes that the Finance Committee directed City Staff to negotiate better sale prices with the only bidders who submitted a price. He will look into this and see what progress has been made.

Councilor Ready also asked what the law or policy is regarding companies that require public services (Fire/Police) to have specialized equipment to properly assist them in an emergency.

Councilor Swanton: went on record saying that he does not support any City policy that would throw elderly citizens from their homes for not paying their taxes.

Councilor Quattrone: asked that the Council, at some point, re-address the issue of panhandling in medians.

Council President Addressing the Council: Councilor McCurry thanked Rick Laverriere for his many years of service on the Council and appreciates how difficult the decision to resign was for Rick.

Councilor McCurry was pleased to have been invited to a swearing in ceremony at the Fire Department last Thursday. He noted that this was the first time since he's been a Councilor that he's been invited to such an event.

Lastly, Councilor McCurry stated that he is looking forward to the Goal Setting session; as well as getting into discussion for the FY18 Budget.

Mayor Addressing the Council: Mayor Casavant commented that it's notable that the Council has the ability to disagree on certain issues, but these disagreements do not fall over into friendships and relationships with each other outside of the Council setting. He attributes this in large part to why this Council has been able to move so many issues forward and accomplish so much.

Executive Session:

- **1 MRSA 405(6)(E).. Consultation with City Solicitor**
- **1 MRSA 405(6)(A)..Personnel Issue**

Motion by Councilor Mills, seconded by Councilor Lessard to move into Executive Session.
Vote: Unanimous. Time: 7:30 p.m.

Motion by Councilor McCurry, seconded by Councilor Swanton to move out of Executive Session and to adjourn the meeting.
Vote: Unanimous. Time: 7:55 p.m.

Attest by: _____
Carmen J. Morris, City Clerk