

I. CALL TO ORDER.

A regular meeting of the City Council of the City of Litchfield was held in the City Council Chambers at the City Hall on Tuesday, September 4, 2018, commencing at 5:30 p.m. Mayor Johnson called the meeting to order.

A. ROLL CALL:

Mayor	Keith Johnson	Present
Council Member-at-Large	Ron Dingmann	Present
Council Member Ward I	Mike Boyle	Present
Council Member Ward II	Darlene Kotelnicki	Present
Council Member Ward III	Betty Allen	Excused
Council Member Ward IV	Vern Loch, Jr.	Present
Council Member Ward V	Sara Miller	Present
City Administrator	Dave Cziok	Present
Assistant City Administrator	Joyce Spreiter	Present
Operations Engineer	Mike Geers	Present
Police Chief	Pat Fank	Present
City Attorney	Mark Wood	Present
Assistant City Engineer	Chuck DeWolf	Present
Independent Review	Amy Wilde	Present
KLFD	Tim Bergstrom	Present

II. CONSENT AGENDA -

Each item on the Consent Agenda was considered. No items were added or deleted.

A. COUNCIL MINUTES TO APPROVE:

- 1. August 20, 2018

B. FINANCIAL REPORTS TO APPROVE: None.

C. CLAIMS TO AUTHORIZE FOR PAYMENT –

- 1. Computer List of Bills for \$1,448,981.25

D. OTHER PAYMENTS: None.

E. ORDINANCES – SECOND READINGS: None.

F. LICENSES: None.

G. OTHER ROUTINE MATTERS:

- 1. 2018-2019 Liquor Liability Insurance Renewal -

**CITY OF LITCHFIELD
RESOLUTION NO. 18-9-143
2018-2019 LIQUOR LIABILITY INSURANCE RENEWAL**

WHEREAS, the City has had satisfactory insurance coverage with the League of Minnesota Cities Insurance Trust (L.M.C.I.T.) for several years, and

WHEREAS, our insurance agent recommends continuation of this policy,

NOW, THEREFORE, BE IT RESOLVED to approve coverage with the League of Minnesota Cities Insurance Trust (L.M.C.I.T.) for Liquor Liability Insurance coverage from June 15, 2018 to June 15, 2019, and to authorize submittal of the premium in the amount of \$2,655.00, and

Resolution No. 18-9-143 – Cont’d.

BE IT ALSO RESOLVED to authorize the Assistant City Administrator to sign the application referenced above on behalf of the City of Litchfield.

Adopted by the City Council this 4th day of September, 2018.

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR

2. 2018-2019 Property, Casualty and Liability Insurance Renewal -

**CITY OF LITCHFIELD
RESOLUTION NO. 18-9-144
2018-2019 PROPERTY, CASUALTY AND LIABILITY INSURANCE RENEWAL**

WHEREAS, the City has had satisfactory insurance coverage with the League of Minnesota Cities Insurance Trust (L.M.C.I.T.) for several years, and

WHEREAS, our insurance agent recommends continuation of this policy,

NOW, THEREFORE, BE IT RESOLVED to accept the Quotation Premium with the League of Minnesota Cities Insurance Trust (L.M.C.I.T.) for renewal of Property, Casualty and Liability Insurance coverage from June 15, 2018 to June 15, 2019, and to authorize submittal of the premium in the amount of \$234,699.00, plus Municipal Excess Liability (umbrella) Insurance premium in the amount of \$15,043.00, and

BE IT ALSO RESOLVED to authorize the Assistant City Administrator to sign the application referenced above on behalf of the City of Litchfield.

Adopted by the City Council this 4th day of September, 2018.

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR

H. COMMUNICATIONS:

1. Minutes and Reports:

- a. Historic Preservation Commission Minutes – August 27, 2018

After review, it was moved by Council Member Loch, seconded by Council Member Miller, to adopt the following:

**CITY OF LITCHFIELD
RESOLUTION NO. 18-9-152
APPROVING CONSENT AGENDA**

WHEREAS, the Consent Agenda has been assembled and presented, and

WHEREAS, all requests to have items removed have been duly noted,

Resolution No. 18-9-152 – Cont’d.

NOW, THEREFORE, BE IT RESOLVED to approve the Consent Agenda as presented except for items, if any, which were requested to be removed for individual consideration.

Adopted by the City Council this 4th day of September, 2018.

Attest:

Approved:

ASSISTANT CITY ADMINISTRATOR

MAYOR

Upon roll call vote, all members present voted aye, whereupon the resolution was declared adopted.

III. TIMED ITEMS – None.

IV. ACKNOWLEDGMENT OF AUDIENCE/PRESENTATIONS – None.

V. COMMISSION RECOMMENDATIONS –

A. HERITAGE PRESERVATION COMMISSION –

1. Certificate of Appropriateness Application - By Rod Manderscheid - 19 E Depot Street -

Council Member Kotelnicki reported the findings and recommendations of the Heritage Preservation Commission.

After review, it was moved by Council Member Kotelnicki, seconded by Council Member Dingmann, to adopt the following:

**CITY OF LITCHFIELD
RESOLUTION NO. 18-9-145
GRANT CERTIFICATE OF APPROPRIATENESS
TO ROD MANDERSCHIED
FOR PROPERTY LOCATED AT 19 E DEPOT STREET**

WHEREAS, the Litchfield Historic Preservation Commission held a hearing on Monday, August 27, 2018, to consider a Certificate of Appropriateness Application request by Rod Manderscheid, for property located at 19 E Depot Street, and

WHEREAS, the Litchfield Historic Preservation Commission has recommended that this Certificate of Appropriateness Application be granted, based upon the summation of the checklist, as follows, and be referred to the City Council for final action, and

WHEREAS, the Certificate of Appropriateness would allow the south façade door and windows to be scraped and repainted; the whole window opening will be painted; patch or replacement of the rubber membrane on the roof; and partial demolition of the a/c unit on the north façade, and

WHEREAS, the Certificate of Appropriateness would allow the property to be used as it was historically or given a new use that requires minimal changes to its distinctive features, spaces, or spatial relationships, and

WHEREAS, the Certificate of Appropriateness would allow the property’s historic character to be retained and preserved, and

Resolution No. 18-9-145 – Cont’d.

WHEREAS, the Certificate of Appropriateness would allow the property to be recognized as a physical record of its time, place and use, and

WHEREAS, changes to the property that have acquired historic significance in their own right will be retained and preserved, and

WHEREAS, distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize the property will be preserved, and

WHEREAS, deteriorated historic features will be repaired rather than replaced, and

WHEREAS, new additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property, and

WHEREAS, new additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment will be unimpaired,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Litchfield that the request for a Certificate of Appropriateness be granted to Rod Manderscheid, for property located at 19 E Depot Street with the condition that the concrete brick be painted to match the existing brick.

Adopted by the City Council on this 4th day of September, 2018.

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR

Upon roll call vote, all members present voted aye, whereupon the resolution was declared adopted.

- 2. Certificate of Appropriateness Application - By Rod Manderscheid - 23 E Depot Street -

Council Member Kotelnicki reported the findings and recommendations of the Heritage Preservation Commission.

After review, it was moved by Council Member Kotelnicki, seconded by Mayor Johnson, to adopt the following:

**CITY OF LITCHFIELD
RESOLUTION NO. 18-9-146
GRANT CERTIFICATE OF APPROPRIATENESS
TO ROD MANDERSCHIED
FOR PROPERTY LOCATED AT 23 E DEPOT STREET**

WHEREAS, the Litchfield Historic Preservation Commission held a hearing on Monday, August 27, 2018, to consider a Certificate of Appropriateness Application request by Rod Manderscheid, for property located at 23 E Depot Street, and

WHEREAS, the Litchfield Historic Preservation Commission has recommended that this Certificate of Appropriateness Application be granted, based upon the summation of the checklist, as follows, and be referred to the City Council for final action, and

Resolution No. 18-9-146 – Cont’d.

WHEREAS, the Certificate of Appropriateness would allow the ceiling of the recessed porch to be painted a beige color to match the siding; the replacement of the north façade rear door with a wood or metal door to be painted beige to match the siding; patch or replacement of the rubber membrane on the roof; and paint over the existing red steel siding on the south and east façade with a beige color to match the siding, and

WHEREAS, the Certificate of Appropriateness would allow the property to be used as it was historically or given a new use that requires minimal changes to its distinctive features, spaces, or spatial relationships, and

WHEREAS, the Certificate of Appropriateness would allow the property to be recognized as a physical record of its time, place and use, and

WHEREAS, changes to the property that have acquired historic significance in their own right will be retained and preserved, and

WHEREAS, distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize the property will be preserved, and

WHEREAS, deteriorated historic features will be repaired rather than replaced, and

WHEREAS, chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible, and

WHEREAS, new additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property, and

WHEREAS, new additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment will be unimpaired,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Litchfield that the request for a Certificate of Appropriateness be granted to Rod Manderscheid, for property located at 23 E Depot Street.

Adopted by the City Council on this 4th day of September, 2018.

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR

Upon roll call vote, all members present voted aye, whereupon the resolution was declared adopted.

- 3. Certificate of Appropriateness Application - By Anthony Lies - 223 N Sibley Avenue -

Council Member Kotelnicki reported the findings and recommendations of the Heritage Preservation Commission.

After review, it was moved by Council Member Kotelnicki, seconded by Council Member Miller, to adopt the following:

**CITY OF LITCHFIELD
RESOLUTION NO. 18-9-147
GRANT CERTIFICATE OF APPROPRIATENESS
TO ANTHONY LIES
FOR PROPERTY LOCATED AT 223 N SIBLEY AVENUE**

WHEREAS, the Litchfield Historic Preservation Commission held a hearing on Monday, August 27, 2018, to consider a Certificate of Appropriateness Application request by Anthony Lies, for property located at 223 N Sibley Avenue, and

WHEREAS, the Litchfield Historic Preservation Commission has recommended that this Certificate of Appropriateness Application be granted, based upon the summation of the checklist, as follows, and be referred to the City Council for final action, and

WHEREAS, the Certificate of Appropriateness would allow the vertical cedar siding on the east and west façade to either be repainted or replaced; the stucco on the west façade would be cleaned and possibly repainted; a sign up to 40 square feet will be added to the west façade; and the cracked store front window may be replaced, and

WHEREAS, the Certificate of Appropriateness would allow the property to be used as it was historically or given a new use that requires minimal changes to its distinctive features, spaces, or spatial relationships, and

WHEREAS, the Certificate of Appropriateness would allow the property’s historic character to be retained and preserved, and

WHEREAS, the Certificate of Appropriateness would allow the property to be recognized as a physical record of its time, place and use, and

WHEREAS, changes to the property that have acquired historic significance in their own right will be retained and preserved, and

WHEREAS, deteriorated historic features will be repaired rather than replaced, and

WHEREAS, new additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property, and

WHEREAS, new additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment will be unimpaired,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Litchfield that the request for a Certificate of Appropriateness be granted to Anthony Lies, for property located at 223 N Sibley Avenue with the condition that the east façade vertical siding be painted to match the blue letters on the American Legion’s white sign.

Adopted by the City Council on this 4th day of September, 2018.

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR

Upon roll call vote, all members present voted aye, whereupon the resolution was declared adopted.

- 4. Certificate of Appropriateness Application - By Kim Olson dba Re/Max - 309 N Sibley Avenue -

Council Member Kotelnicki reported the findings and recommendations of the Heritage Preservation Commission.

After review, it was moved by Council Member Kotelnicki, seconded by Council Member Miller, to adopt the following:

**CITY OF LITCHFIELD
RESOLUTION NO. 18-9-148
GRANT CERTIFICATE OF APPROPRIATENESS
TO KIM OLSON DBA RE/MAX
FOR PROPERTY LOCATED AT 309 N SIBLEY AVENUE**

WHEREAS, the Litchfield Historic Preservation Commission held a hearing on Monday, August 27, 2018, to consider a Certificate of Appropriateness Application request by Kim Olson dba Re/Max, for property located at 309 N Sibley Avenue, and

WHEREAS, the Litchfield Historic Preservation Commission has recommended that this Certificate of Appropriateness Application be granted, based upon the summation of the checklist, as follows, and be referred to the City Council for final action, and

WHEREAS, the Certificate of Appropriateness would allow the removal of peeling paint and to repaint the exterior with colors to be determined at the meeting and replacement of the upper transom window trim on the East facade, and

WHEREAS, the Certificate of Appropriateness would allow the property to be used as it was historically or given a new use that requires minimal changes to its distinctive features, spaces, or spatial relationships, and

WHEREAS, the Certificate of Appropriateness would allow the property's historic character to be retained and preserved, and

WHEREAS, the Certificate of Appropriateness would allow the property to be recognized as a physical record of its time, place and use, and

WHEREAS, changes to the property that have acquired historic significance in their own right will be retained and preserved, and

WHEREAS, distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize the property will be preserved, and

WHEREAS, deteriorated historic features will be repaired rather than replaced, and

WHEREAS, chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible, and

WHEREAS, new additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property, and

WHEREAS, new additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment will be unimpaired,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Litchfield that the request for a Certificate of Appropriateness be granted to Kim Olson dba Re/Max, for property located at 309 N Sibley Avenue with the condition that the painted colors match RJ210 Origami and RK200 Streamlined.

Adopted by the City Council on this 4th day of September, 2018.

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR

Upon roll call vote, all members present voted aye, whereupon the resolution was declared adopted.

5. Downtown Walking Tour - Award Bids

Council Member Kotelnicki discussed the results of the Request for Proposals (RFPs) for services to provide a downtown walking tour.

After review, it was moved by Mayor Johnson, seconded by Council Member Dingmann, to adopt the following:

**CITY OF LITCHFIELD
RESOLUTION NO. 18-9-153
AWARD HISTORIC DOWNTOWN WALKING TOUR BID**

WHEREAS, the Heritage Preservation Commission is a federally recognized Certified Local Government and eligible for federal dollars administered through the Minnesota Historical Society, and

WHEREAS, in 2011 a CLG grant provided for development of a public education program focused on downtown Litchfield including a walking tour brochure and historic photo displays, and

WHEREAS, in 2018 the City was awarded a CLG grant for the purpose of continued public education to include electronic formatting of photos and stories developed from the previous CLG grant, and

WHEREAS, the City authorized providing matching funds up to \$5,700 for said grant application to be funded by the Downtown/Heritage Preservation Fund, and

WHEREAS, Request for Proposals (RFPs) were prepared and one proposal was received coming in under budget,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Litchfield hereby award the bid to Hoisington Preservation Consultants in the amount of \$13,975 for the purpose of continued education in providing a walking tour of Historic Downtown.

Adopted by the City Council on this 4th day of September, 2018.

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR

Upon roll call vote, all members present voted aye, whereupon the resolution was declared adopted.

VI. COMMITTEE REPORTS – None.

VII. LEGAL CONSIDERATIONS – None.

VIII. BUSINESS –

A. 2019 PRELIMINARY LEVY/BUDGET PROCESS –

City Administrator Cziok presented preliminary collectible 2019 Property Tax Levy options for Council consideration. He reminded the Council that the levy can be reduced in December however cannot be increased. He outlined the differences in the 2019 Budget. City Administrator Cziok said the same services and the same level of services are planned for in 2019 that were accomplished in 2018 with the exceptions including addition of a School Resource Officer (SRO) in the amount of \$108,000 and the Splash Pad operations in the amount of \$19,000. He noted that the LGA allotment is an increase of \$3,000 in 2019. He explained other impacts to the budget labeled as miscellaneous with the majority attributed to staffing costs which include cost of living adjustments and health care, along with some small increases in the equipment revolving fund and an increase in funding to Pioneerland Library System. Cziok reviewed a data table which provided three levy options for Council consideration. He said the first option is the minimum amount to provide the same services and same level of services in 2019 as provided in 2018, adding that it is more conservative than the 2018 budget and there is slightly less operational flexibility than 2018. He stated that Option #1 amounts to a 6.81% increase however, Cziok explained that the City’s net tax capacity does go up slightly in 2019 therefore the tax rate increase is estimated at 5.6% based upon assumptions. He provided estimated monthly impacts to the average home in Litchfield for all three options based upon a home value of \$120,000. City Administrator Cziok discussed Option #2 which provides a little more flexibility compared to what was experienced in 2018 while Option #3 provides for more options and opportunities in 2019. He stated that these options were provided for Council consideration but the Council has the ability to set the levy at wherever they want to.

Cziok concluded with the Administration’s recommendation being Option #1, even though it is conservative and allows for less flexibility, due to the fact that the impact is much more substantial than it has been in the past. Concern was expressed on the amount of increase needed. Concern was also expressed also, however, on the limitations to the flexibility of Option #1. The Council discussed the ability to lower the levy if anything would change before December although noting historically that has not taken place. Council Member Boyle explained that he would support Option #2 if the increase of \$20,000 was added to the budget for contingency purposes if needed and not just to be spent. City Administrator Cziok clarified that there is a contingency line item in the budget that held \$30,000 last year and currently a zero balance in 2019 under Option #1. He added that typically the City sees funds not spent during the year which are then used on capital projects in the following year.

1. Set Preliminary Levy -

It was moved by Mayor Johnson, seconded by Council Member Dingmann, to go with Option #2, approving a levy in the amount of \$2,672,055 and an operating budget of \$5,267,982. Upon roll call vote, all members present voted aye, whereupon the motion carried.

After review, it was moved by Council Member Dingmann, seconded by Council Member Miller, to adopt the following:

**CITY OF LITCHFIELD
RESOLUTION NO. 18-9-149
ADOPTING PROPOSED 2018 PROPERTY TAX LEVY
COLLECTIBLE 2019 PROPERTY TAX LEVY**

WHEREAS, State law requires that cities certify their proposed Collectible 2019 Property Tax Levy by September 30, 2018, and

WHEREAS, the proposed levy amounts may be reduced but not increased for the final certifications, which are due on or before December 28, 2018,

NOW, THEREFORE, BE IT RESOLVED to propose the following 2018 Property Tax Levy, Collectible in 2019, as follows:

Resolution No. 18-9-149 – Cont’d.

Regular Levy:		
<i>General Fund</i>		\$2,102,055
Special Levies:		
<i>Debt Service Funds</i>		
2007B Lease Rev	45,000	
2011B G.O. Cap Imp. Plan	85,000	
2011C G.O. Imp & Refund	290,000	
2015A G.O. Capital Imp Plan	107,000	
2018A G.O. Imp	18,500	
<i>Economic Development</i>		
Tax Abatement (Mn Rubber)	12,500	
Tax Abatement (FDA)	12,000	
Total Levy Certified		\$2,672,055

AND BE IT ALSO RESOLVED that the Assistant City Administrator is hereby instructed to transmit a certified copy of the Resolution to the Meeker County Auditor by September 30, 2018.

Adopted by the City Council this 4th day of September, 2018.

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR

Upon roll call vote, all members present voted aye, whereupon the resolution was declared adopted.

2. Set Preliminary Budget -

After review, it was moved by Council Member Loch, seconded by Council Member Dingmann, to adopt the following:

**CITY OF LITCHFIELD
RESOLUTION NO. 18-9-150
ADOPT PROPOSED 2019 TAX SUPPORTED BUDGETS**

WHEREAS, State law requires that cities adopt their proposed 2019 Budgets by September 30, 2018, and

WHEREAS, these proposed Budgets may be increased or decreased, but must be finally adopted after the meeting where public comments are received on December 3, 2018,

NOW, THEREFORE, BE IT RESOLVED to propose the following Tax Supported Budgets for 2019:

General	\$5,267,982
Debt Service	\$876,565

Adopted by the City Council this 4th day of September, 2018.

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR

Upon roll call vote, all members present voted aye, whereupon the resolution was declared adopted.

3. Set Public Hearing Dates -

After review, it was moved by Mayor Johnson, seconded by Council Member Miller, to adopt the following:

**CITY OF LITCHFIELD
RESOLUTION NO. 18-9-151
SET 2019 BUDGET AND PROPERTY TAX LEVY
MEETING DATES**

WHEREAS, the City is required to set dates to consider, receive public comment, and to adopt the 2019 Budget and Property Tax Levy, and

WHEREAS, City staff is in the process of reviewing the budgets, and

WHEREAS, the 2019 Budget and Property Tax Levy meeting will be held at City Hall,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Litchfield hereby sets the 2019 Budget and Property Tax Levy meeting date as follows:

Review and public comment and adoption - Monday, December 3, 2018 at 6:00 P.M.

Adopted by the City Council this 4th day of September, 2018.

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR

Upon roll call vote, all members present voted aye, whereupon the resolution was declared adopted.

B. POLICE OFFICER APPOINTMENT –

Mayor Johnson provided his recommendation to appoint Ashley Sandquist to fill the remaining vacancy at the Police Department.

After review, it was moved by Mayor Johnson, seconded by Council Member Miller, to adopt the following:

**CITY OF LITCHFIELD
RESOLUTION NO. 18-9-154
APPROVING POLICE OFFICER APPOINTMENT**

WHEREAS, the Council approved adding another officer to accommodate the agreement with the School District in reference to a School Resource Officer (SRO), and

WHEREAS, there is one position to be filled within the Litchfield Police Department due to the retirement of an officer, and

WHEREAS, the Police Civil Service Commission performed the written testing and conducted interviews, and

WHEREAS, the Police Civil Service certified three individuals to the Mayor, and

WHEREAS, one position remains open, and

WHEREAS, Mayor Johnson recommends Ashley Sandquist to fill the remaining vacancy,

Resolution No. 18-9-154 – Cont’d.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Litchfield hereby appoints Ashley Sandquist to fill the remaining vacancy within the Litchfield Police Department.

Adopted by the City Council this 4th day of September, 2018.

Attest:

Approved:

ASSISTANT CITY ADMINISTRATOR

MAYOR

Upon roll call vote, all members present voted aye, whereupon the resolution was declared adopted.

C. APPOINTMENTS TO MAKE –

- 1. Airport Commission - One - 3 Year term thru 9/1/21
Applicants - Duane Hickler

Council Member Loch addressed the Council concerning consideration of the Airport Commission application. He explained that no bylaws or written documents for the Airport Commission have been found and members have expressed the need to define the purpose and goals of the Commission; new bylaws including membership numbers. He said currently there are 7 members adding that while he appreciates the interest in the application before the Council, the Commission needs to determine the adequate number before further appointments are made.

After review, it was moved by Council Member Loch, seconded by Council Member Dingmann, to table the appointment until at which time he or the Airport Commission can present a format acceptable to the Council. Upon roll call vote, all members present voted aye, whereupon the motion carried.

IX. ADDITIONAL ITEMS – None.

X. ANNOUNCEMENTS – None.

XI. ADJOURNMENT –

The City Council meeting adjourned at 6:28 p.m. by unanimous consent.

Attest:

Approved:

ASSISTANT CITY ADMINISTRATOR

MAYOR