

**NOTICE
SPECIAL MEETING VIA VIDEO TELECONFERENCE**

As a result of the state of emergency declared by the President of the United States, Governor of Kentucky, and Mayor of the City of Frankfort due to the global COVID-19 pandemic, and in accordance with recommended and mandated precautions related thereto and Kentucky Opinion of the Attorney General 20-05, the following Meeting Notice is issued:

I, Layne Wilkerson, hereby call a Special Meeting of the Frankfort Board of Commissioners for Monday, March 22, 2021, at 5:00 p.m., in the Frankfort/Franklin County Emergency Operations Center, 300 West Second Street. This meeting will be in lieu of the Regular Meeting scheduled for Monday, March 22, 2021. All items on the agenda will be considered and action will be taken.

Per KRS 61.826, this meeting is a video teleconference meeting. One or more members of the Board of Commissioners will participate via Skype or a similar video conferencing system. The primary location will be in the Frankfort/Franklin County Emergency Operations Center, 300 West Second Street.

Per KY Attorney General Opinion 20-05, **public attendance will not be permitted** at this meeting because, due to the highly contagious nature of COVID-19, it is not feasible for the City to provide a central physical location for public viewing. Public comments on **agenda items only** will still be accepted for the meeting, by emailing comments to bhecker@frankfort.ky.gov by Monday, March 22 at 4:00 PM.

The meeting will be broadcast via Frankfort Plant Board Cable 10 Live and Facebook Live: Frankfort, Kentucky - City Hall www.facebook.com/CityofFrankfortKY/.

Please see www.frankfortema.org for additional information.

S/Layne Wilkerson
T/Mayor

SPECIAL REGULAR MEETING
FRANKFORT BOARD OF COMMISSIONERS

March 22, 2021
5:00 P.M. (EDT)

PRESENT: Commissioner Katrisha Waldrige
Commissioner Kyle Thompson
Commissioner Kelly May
Commissioner Leesa Unger
Mayor Layne Wilkerson (5)

ABSENT: None (0)

Following roll call, Mayor Wilkerson called the meeting to order.

Andy McDonald and Walt Baldwin representing Apogee Climate & Energy Transitions, a program of Earth Tools Inc., gave a presentation regarding solar energy.

Consent Calendar

The following miscellaneous and personnel items were presented:

1. Minutes - February 3, 2021 Special Meeting; February 8, 2021 Special Work Session; February 22, 2021 Special Regular Meeting

2. Skid Steer loader and Recycle Container Purchase -Solid Waste/Public Works

Authorized the Division of Solid Waste to purchase a new Caterpillar Skid Steer loader and four (4) recycle containers, and for the Mayor to sign all related documents. The Division of Solid Waste would like to purchase a new Caterpillar 262D3 model Skid Steer loader and four (4) recycle containers. The skid steer loader will be replacing the current one used daily to load recycle material for transfer to Lexington the past nine years. The current loader will be sold as surplus or transferred to another department. The four (4) recycle containers will be used at the drop off center and at local schools for collection of cardboard boxes. A budget amendment for the total amount for the purchase is \$74,627.02 is needed from General fund 100-65-56550. The City of Frankfort was awarded \$62,000 from a Recycle grant from the State of Kentucky at the beginning of this fiscal year.

Both items will be purchased under Kentucky State contract pricing
Caterpillar skid steer, Wayne: MA-758-1800000609
Recycle containers, Pro Tainer: MA-758-1600000554

3. Frankfort Fire Department Station 1 Concept Letter from Brandstetter Carroll - Fire

Authorized the continuation of services with Brandstetter Carroll to provide a program review, concept floor plans, concept site plan and building elevation concept and rendering for Frankfort Fire Department Station 1 in the amount of \$8,500.00 and authorized the Mayor to sign all related documents. Funds have been budgeted and are available in Account Nos. 100-42-53210 / \$4,500.00 & 100-41-53265 / \$ 4,000.00.

4. Mowing Contract - Planning

Authorized an agreement with Greenway Landscape Services to provide mowing, weed eating and bush hogging services in accordance with the stated specifications found in the City's Invitation to Bid No. 220211-70 and authorized the Mayor to sign all related documents. The previous mowing contract for the Planning Department began in 2020. The previous contractor chose to terminate the agreement in late 2021 for personal reasons. The City advertised the latest ITB in February. The bids were tabulated by the Finance Department Purchasing Division and Greenway Landscape Services was the low bid.

5. Protective Railing - Pinsky (Thorobred) Trail Project - Parks

Authorized a bid and to enter into contract with Adams Contracting, LLC out of Lexington, KY to provide the safety protective railing for the Pinsky (Thorobred) Trail Project. Also to approve a budget amendment to the 2020-2021 FY Annual Capital Budget and authorized the Mayor to sign all related documents. As part of the trail project, there are several areas along the old rail bed where the trail is being paved that has a steep drop off as the trail inclines up to KSU. In these sections of the trail where the drop offs are exposed requires a protective railing to be installed to protect from inadvertent falls. In coordination with Strand Associates, the architect and engineer for the project, a request for bid with technical specifications was released in February. After a review of the two bids by Parks staff, Public Works staff and Strand Associates, we are recommending to award the bid to Adams Contracting, LLC. They were the low bidder at \$164,640.00 and have a significant amount of experience in similar type of projects, and met the technical specifications and requirements of the bid. Pending requested budget amendment, funds are available in the City's capital project funds as well.

6. Housing Authority of Frankfort 2020 PILOT Waiver - Finance

Authorized to waive the payment in Lieu of Taxes (PILOT) for 2020 for the Housing Authority of Frankfort and authorized the Mayor to sign any related documents. The Housing Authority of Frankfort is a governmental agency that was established in 1941. Furthermore, the Housing Authority's property is not listed as taxable property in the City's property tax database. The Housing Authority of Frankfort has requested annually by letter from the Executive Director of the Housing Authority a waiver of the payment in Lieu of Taxes (PILOT). Based on the assessed property values per the PVA website, the Housing Authority property tax due the City would be approximately \$8,500.00 for 2020. We have received a formal letter requesting a waiver of the payment in Lieu of Taxes (PILOT) for the last several years. It is my understanding that the Housing Authority of Frankfort has never paid property tax to the City. Finance requests the Board of Commissioners approve the payment waiver of the Payment in Lieu of Taxes (PILOT), for the calendar year 2020.

7. Purchase of Five (5) Bus Shelters - Transit/Public Works

Authorized the award of a contract to the lowest bidder Brasco International, for the purchase of (5) bus shelters in the amount of \$36,000.00 and authorized the Mayor to sign all related documents. Transit received 4 bids on February 26, 2021 for the purchase of (5) bus shelters. The contract includes a 3 year extension with the option to purchase up to (15) additional bus shelters. The shelters will be placed in area deemed to service LMI populations. Transit received FY21 5339 grant funds for the purchase of the bus shelters. Funds for the purchase of the bus shelters are available in the Transportation Improvement account #530-00-51100. The shelters will be 100% reimbursed through grant funds.

8. Purchase of Five (5) Bus Shelter Pads - Transit/Public Works

Authorized the award of a contract to the lowest bidder Owl Creek Construction, for the construction of (5) bus shelter pads in the amount of \$33,100.00 and authorized the Mayor to sign all related documents. Transit received 4 bids on February 19, 2021 for the construction of (5) bus shelter pads. The bus shelter pads will be constructed for the (5) bus shelters that are to be purchased with FY21 5339 grant funds. Transit received FY21 5339 grant funds for the construction of the bus shelter pads. Funds for the purchase of the bus shelter pads are available in the Transportation Improvement account #530-00-51100. The shelter pads will be 100% reimbursed through grant funds.

9. Street Light Materials Award of Contract Pace Contracting, LLC - TIGER Project

Authorized the award of the contract to Pace Contracting, LLC for the Tiger Project and for the Mayor to sign all related documents. . The City of Frankfort recently advertised and received bids for street light poles, fixtures, and pedestrian signal poles for the Second Street TIGER project. Two bids were received and the lowest responsive and responsible bid was submitted by Pace Contracting, LLC, of Louisville, KY, for \$185,677.00. The cost of these materials will be paid with 100% federal TIGER funds.

10. REMOVED - Mowing Contract Extension – Sewer

11. 2021 Composting Grant - Grants

Authorized the submission of a 2021 - 2022 Kentucky Pride Fund Composting Grant Application to the Kentucky Division of Waste Management-Recycling Assistance Section for costs related to yard waste and composting such as equipment, advertising and educational materials and authorized the Mayor to sign all grant documents. The City offers yard waste collection year-round and curbside leaf collection in the fall to the community and the quantity is continually increasing due to greater public awareness. The state has a Composting Grant Program that can aid in yard waste and composting costs. The Solid Waste Department would like to apply for funds for equipment including a wheel loader for use at the yard waste dump site, blocks for a compost pad walls, as well as Advertising and Educational materials which total costs will not exceed \$158,000.00 The city is required to have a 25% match for the grant, however, this match can be in-kind, and Personnel costs are eligible activities. Personnel costs for yard waste/leaf collection exceeds \$180,000.00, which more than meets the 25% match requirement. Personnel costs exceed the 25% match requirement for the grant, there would be no additional cash match required.

12. 2021 Recycling Grant - Grants

Staff requests the Commission to consider authorizing the submission of a 2021 - 2022 Kentucky Recycling Grant Application to the Kentucky Division of Waste Management-Recycling Assistance Section for costs related to recycling such as equipment, advertising and educational materials and authorizing the Mayor to sign all grant documents. The City offers recycling services to the community and the quantity is continually increasing due to greater public awareness. The state has a Recycling Grant Program that can aid in recycling costs. The Solid Waste Department would like to apply for funds for equipment including a conveyor belt as well as Advertising and Educational materials which total costs will not exceed \$45,000 .00 The city is required to have a 25% match for the grant, however, this match can be in-kind and Personnel costs are eligible activities. Personnel costs for Recycling exceeds \$180,000.00, which more than meets the 25% match requirement. Personnel costs exceed the 25% match requirement for the grant, there would be no additional cash match required.

13. The following personnel items were presented:

- Promotion of Kayla Newton in the Police/E-911 Department from Telecommunicator I to Telecommunicator I TAC, effective 3/2/21 (Police/E-911).
- Resignation of Herb Wilson in the Police Department as Patrol Officer III and to authorize payout of accrued leave, effective 3/5/21 (Police).
- Resignation of Rick Skelton in PW/Transit as Transit Driver and to authorize payout of accrued leave, effective 2/18/21 (PW/Transit).
- Appointment of Victor Valdivia in the Fire/EMS Department as Firefighter I, effective 3/23/21 (Fire).
- Appointment of Heather McAlpin in the Fire/EMS Department as Firefighter I, effective 3/23/21 (Fire).
- Appointment of David Tanous in the Fire/EMS Department as Firefighter I, effective 3/23/21 (Fire).
- Appointment of Blake Blandford in the Fire/EMS Department as Firefighter I, effective 3/23/21 (Fire).
- Appointment of Madison Kleinhenz in the Fire/EMS Department as Firefighter I, effective 3/23/21 (Fire).
- Appointment of Jeffery Cole Haney in the Fire/EMS Department as Firefighter I, effective 3/23/21 (Fire).

It was moved by Commissioner Waldrige, seconded by Commissioner Thompson, that items of the Consent Agenda be adopted. All members being present, the motion to approve the consent agenda was adopted by voice vote without objection.

Action Items

1. Second Reading

"AN ORDINANCE REZONING PROPERTY located near the intersection of Brighton Park Blvd and Versailles Road with the address of 452 Versailles Road, more specifically described as PVA map number 085-00-00- 016.01, from Limited Commercial District (CL) to General Commercial District (CG)". This ordinance had its First Reading on February 22, 2021. Summary: This ordinance approves a zone map amendment for the property with the address of 452 Versailles Road more specifically described as PVA map Numbers 085-00-00-016.01, from Limited Commercial District (CL) to General Commercial District (CG).

It was moved by Commissioner Waldrige, seconded by Commissioner Unger, to adopt the Ordinance. All members being present, the motion to approve the ordinance was adopted by voice vote without objection. The Ordinance was thereupon adopted (Ordinance No. 2, 2021 Series).

2. Second Reading

"AN ORDINANCE REZONING PROPERTY located at the intersection of Martin Luther King Blvd and the East West Connector (KY 676) with the address of 101 Martin Luther King Blvd, more specifically described as PVA map number 075-00-00-004.04, from Limited Commercial District (CL) and Residential "B" District (RB) to Limited Commercial District (CL)". This ordinance had its First Reading on February 22, 2021. Summary: This ordinance approves a zone map amendment for the property with the address of 101 Martin Luther King Blvd more specifically described as PVA map Numbers 075-00-00-004.04, from Limited Commercial District (CL) and Residential "B" District (RB) to Limited Commercial District (CL).

It was moved by Commissioner Waldrige, seconded by Commissioner Thompson, to adopt the Ordinance. All members being present, the motion to approve the ordinance was adopted by voice vote without objection. The Ordinance was thereupon adopted (Ordinance No. 3, 2021 Series).

3. Second Reading

"AN ORDINANCE AMENDING SECTION 40.22(A) OF THE CITY OF FRANKFORT CODE OF ORDINANCES RELATING TO FIRE DEPARTMENT ORIGINAL APPOINTMENTS". This ordinance had its First Reading on February 22, 2021. Summary: This ordinance amends Section 40.22(A) of the City of Frankfort Code of Ordinances to lower the age requirement from 21 years of age to 19 years of age upon date of appointment to the Frankfort Fire Department.

It was moved by Commissioner Waldrige, seconded by Commissioner May, to adopt the Ordinance. All members being present, the motion to approve the ordinance was adopted by voice vote without objection. The Ordinance was thereupon adopted (Ordinance No. 4, 2021 Series).

4. Second Reading

"AN ORDINANCE AMENDING SECTION 40.21 OF THE CITY OF FRANKFORT CODE OF ORDINANCES RELATING TO POLICE DEPARTMENT ORIGINAL APPOINTMENTS". This ordinance had its First Reading on February 22, 2021. Summary: This ordinance amends section 40.21(8)(1) of the City of Frankfort Code of Ordinances relating to Police Department original appointments to allow Patrol Officer interviews to occur when the Civil Service Board is convened for other interviews (i.e. Fire/Police promotional interviews or Fire original appointment interviews).

It was moved by Commissioner Thompson, seconded by Commissioner Waldrige, to adopt the Ordinance. All members being present, the motion to approve the ordinance was adopted by voice vote without objection. The Ordinance was thereupon adopted (Ordinance No. 5, 2021 Series).

5. Second Reading

"AN ORDINANCE AMENDING SECTION 40.23 OF THE CITY OF FRANKFORT CODE OF ORDINANCES RELATING TO POLICE DEPARTMENT PROMOTIONS". This ordinance had its First Reading on February 22, 2021. Summary: This ordinance amends section 40.23(A) of the City of Frankfort Code of Ordinances relating to Police Department promotions to set the following promotional eligibility requirements: a) Sergeants and higher rank must serve one year in the next lower rank; b) Officers hired as original appointments must serve a total of 48 months; c) Officers hired through the accelerated process must have completed a total of 72 months of service as a sworn officer, including time at another agency without disciplinary actions, with a minimum of 24 months of service with the Frankfort Police Department; and d) Officers hired through the retiree process are not eligible for promotion due to serving on a year to year basis under contract.

It was moved by Commissioner Unger, seconded by Commissioner Thompson, to adopt the Ordinance. All members being present, the motion to approve the ordinance was adopted by voice vote without objection. The Ordinance was thereupon adopted (Ordinance No. 6, 2021 Series).

6. First Reading

"AN ORDINANCE REZONING PROPERTY located on Wilkinson Blvd with the address of 954 Wilkinson Blvd, more specifically described as PVA map number 061-00-00-080.00, from General Commercial District (CG) and Low Density Multifamily Residential District (RL) to High Density Multifamily Residential District (RH)" was presented, read and sponsored by Commissioner Waldrige. Summary: This ordinance approves a zone map amendment for the property with the address of 954 Wilkinson Blvd more specifically described as PVA map Numbers 061-00-00-080.00, from General Commercial District (CG) and Low Density Multifamily Residential District (RL) to High Density Multifamily Residential District (RH).

7. Police Vehicle Surplus, Order and Purchase

The Frankfort Police Department attempts to maintain a fleet of vehicles that safely and reliably assist the officers in their duties. There are two (2) 2011 Ford Crown Victoria police cruisers in our fleet that have fallen into disrepair and should be made surplus and to authorize the Mayor to sign all related documents. With the surplus more vehicles would need approval and purchase through budget amendment. The two (2) 2011 Crown Victoria's that should be put in surplus were from the final year of this model. During the budgeting process for the 2020-21 budget year the Police Department requested five (5) new police vehicles. After discussions with the Finance Director and previous City Manager, it was decided to request three (3) Ford Utility Patrol Interceptors (UPI) with the understanding that two (2) more UPI's could be requested later in the budget year. Bids were requested at the beginning of the budget year. Crossroads Ford was the only bidder, coming in under the state contract pricing at \$33,441. This price is due to change on April 6th and new bids would be requested. L&W Equipment would complete up-fitting for the vehicles for \$18,542.33. The total cost at the current bid pricing would be \$103,966.66. At the most, under state contract pricing, the cost would be \$104,640.

It was moved by Commissioner Thompson, seconded by Commissioner Waldrige, to approve and adopt the order. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Waldrige, Thompson, May, Unger and Mayor Wilkerson (5). Those voting against the motion were none (0). The Order was thereupon adopted (Order No. 8, 2021 Series).

8. Fire Department Surplus & Order

The purpose of this memo is to seek approval to declare the following equipment as surplus property and authorize the Mayor to sign all related documents. The following equipment was purchased to assist the Fire department in meeting the organization's mission. The listed equipment has since fallen into disrepair or is no longer being used. The following list of equipment has been removed from service and is no longer being used within the Fire department. The equipment listed will be removed from inventory and insurance listings. The equipment wishing to be declared surplus property is as follows:

1. A 2002 Ford E-450 ambulance (COF 0000927) - The Fire Department previously used it as a reserve ambulance. The ambulance has been removed from service with the delivery of Unit 43, a 2021 Freightliner Ambulance, as it is no longer licensed as a reserve ambulance.

John Sanders, Principal of the Franklin County Career & Technical Center, has inquired about potentially donating this unit to Franklin County Schools (Career Tech Center) as a training aid in their EMT and first responder courses, pending school board approval. Donating this unit to the local Career Tech Center is beneficial as it will allow them an additional training aid to strengthen their educational programs. The ambulance is valued at \$5,000-\$8,000. This request will have no budget impact.

It was moved by Commissioner Waldrige, seconded by Commissioner Thompson, to approve and adopt the order. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Waldrige, Thompson, May, Unger and Mayor Wilkerson (5). Those voting against the motion were none (0). The Order was thereupon adopted (Order No. 9, 2021 Series).

9. FY2022 Transportation (Transit) Grants & Resolution

Staff requests adoption of a resolution allowing for the submission of applications for FY2022 Operating and Capital Funds and committing the Local Share associated with the applications under the Fixing America's Surface Transportation Act (FAST Act) to be filed with the Department of Transportation, United States of America and to authorize the Mayor to sign all related documents. The City is required to pass one resolution to apply for funding and to commit the local share of the projects. This resolution must be adopted each year in order to apply for 5311 (Public Transportation) and 5339 (Capital) Grants. The grants local share is 50% for 5311 Operating Expenses and 20% for 5311 Administrative Expenses (Administrative Expenses cannot exceed 20% of the overall grant). The LocalShare for 5339 (Capital) is 10% of the total grant. The Operating budget includes the continuation of Transit Services and the Capital request includes (5) bus shelters including installation and updated dispatching software. This Resolution authorizes the Mayor to execute and file on behalf of the City an application with the U.S. Department of Transportation for a Section 5311 and Section 5339 Grant that provides operating and administrative to the City's Public Transit System. Requested funding is below:

| Section | 5311 Operating | 5311 Administrative | 5339 Capital | 5311Capital |
|---------------------|----------------|---------------------|--------------|--------------|
| Federal/State Share | \$833,612.50 | \$216,640.00 | \$139,500.00 | \$139,500.00 |
| Local Share | \$833,612.50 | \$54,160.00 | \$15,500.00 | \$15,500.00 |
| Total Request | \$1,667,225 | \$270,800.00 | \$155,000.00 | \$155,000.00 |

It was moved by Commissioner Waldrige, seconded by Commissioner Unger, to approve and adopt the resolution. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Waldrige, Thompson, May, Unger and Mayor Wilkerson (5). Those voting against the motion were none (0). The Resolution was thereupon adopted (Resolution No. 2, 2021 Series).

10. Capital City Museum Surplus & Order

The purpose of this agenda item is to seek Commission approval for the Parks Department to surplus items from the Capital City Museum and approval for the Mayor to sign any related documents. In 2019, the Capital City Museum started a renovation project after a very generous donation was given to the Museum's 501c3 board. As part of the renovation project, the Museum is getting a makeover from top to bottom. Several outdated items from the Museum were removed and replaced. The items include window blinds, window shades, a receptionist desk, ceiling fans and florescent ceiling lights. The Museum Board of Directors, Museum staff, and Parks staff all agree these items need to be surplus. These items will be listed on the GovDeals.com website via the City's Finance Department. Andy Faris with Public Works will be looking at the items to see if they could be used in any other City Department and will remove any items that could be used elsewhere in the City prior to being surplus.

It was moved by Commissioner May, seconded by Commissioner Unger, to approve and adopt the order. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Waldrige, Thompson, May, Unger and Mayor Wilkerson (5). Those voting against the motion were none (0). The Order was thereupon adopted (Order No. 10, 2021 Series).

11. CDBG CV Utility Relief Grant & Resolution

Staff requests authorization to apply for 2021 Community Development Block Grant funds for Corona Virus Utility Relief for citizens of the City of Frankfort in the amount of \$200,000.00. The Department for Local Government currently has funds available in the amount of \$200,000.00 per city for the Community Development Block Grant Corona Virus Utility Relief Program. Staff would like permission to submit an application for these funds for our citizens. The program applications will be applied for with the aid of the Bluegrass ADD and the program will be administered by the local Community Action Office per program guidelines. The funds for this program will flow through the City of Frankfort but will have no impact on our budget's bottom line.

It was moved by Commissioner Waldrige, seconded by Commissioner May, to approve and adopt the resolution. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Waldrige, Thompson, May, Unger and Mayor Wilkerson (5). Those voting against the motion were none (0). The Resolution was thereupon adopted (Resolution No. 3, 2021 Series).

12. Invasive Species City/County Task Force Resolution

It was moved by Commissioner Unger, seconded by Commissioner May, to approve and adopt the resolution. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Waldrige, Thompson, May, Unger and Mayor Wilkerson (5). Those voting against the motion were none (0). The Resolution was thereupon adopted (Resolution No. 4, 2021 Series).

13. Arts Master Plan

It was moved by Commissioner Waldrige, seconded by Commissioner Unger, to approve the plan. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Waldrige, Thompson, May, Unger and Mayor Wilkerson (5). Those voting against the motion were none (0). The motion was thereupon adopted.

14. Flood Update

Interim City Manager, Tommy Russell, gave an update on the recent flooding. FEMA requires \$175,000.00 for damages and the City will go well over that amount. Several damage issues that we are assessing at this time and Mr. Russell will keep the Board of Commissioners up to date.

15. Blanton's Landing Update

Planning & Community Development Director Eric Cockley gave an update on Blanton's Landing. The City has received the first few drafts of the feasibility study and the proposed project is moving along.

It was moved by Commissioner Waldrige, seconded by Commissioner Unger, to go into Executive Session per KRS 61.810(1)(f), personnel, discussions regarding the status of the Interim City Manager and new City Manager position. Action may be taken in open session. The motion was adopted by voice vote. The meeting went into closed session at 6:17 p.m.

It was moved by Commissioner May, seconded by Commissioner Unger, that the meeting return to open session. The motion was adopted by voice vote. The meeting returned to open session at 8:06 p.m.

Mayor Wilkerson announced that there would be a Special Meeting on Friday, March 26th at 3pm.

It was moved by Commissioner Thompson, seconded by Commissioner May, that the meeting adjourn. The question was put upon the motion and was adopted by voice vote. The meeting adjourned at 8:08 p.m. Voting against the motion was Commissioner Waldrige

Mayor

Attest:

City Clerk