



COMMITTEE of the WHOLE

CITY COUNCIL

SUMMARY
November 28, 2022
5:00 P.M.
Hybrid Meeting

COUNCIL MEMBERS PRESENT:

D. Reed, C. Miller, C. Daubert, M. Goodman-Hinnershitz (in person) M. Ventura (virtually)

OTHERS PRESENT:

L. Kelleher, M. Gombar, F. Lachat, J. Stoudt, M. Rodriguez, J. Kelly, E. Moran, J. Abodalo (in person), S. Smith, R. Tornielli, K. Zeiber, M. Oppenheimer, B. Ayers-Fisher, B. Murray, M. Lynch, BCTV, WFMZ (virtually)

The meeting was called to order at 5:11 pm by Ms. Cepeda-Freytiz. She stated that Mr. Butler is excused from this evening's meetings.

I. Budget Parking Lot Review

5:00 pm – 5:30 pm

Ms. Goodman-Hinnershitz thanked Mr. Kelly for his written responses. She noted the need to review the items publicly.

Mr. Kelly reviewed the parking lot items including:

- October 12
 - Development of incentives for residing in Reading and / or purchasing a home within Reading (owner occupied) – The Administration is exploring this item but there are currently no concrete plans
 - Review purchase and installation of filters / grates over storm sewers and outfall piping to reduce entry of litter into waterways – This is being researched.
 - Reconsider \$15 / hour for part-time positions – Not sure why we would do this so soon after it was recently increased – Part-time employee wages were increased to \$15 per hour in 2021. Part-time positions requiring an increased level of expertise currently earn more than \$15 and adjustments can be made if needed

Ms. Cepeda-Freytiz stated that this was discussed as a way to retain employees and to fill vacancies.

Ms. Ventura agreed with Ms. Cepeda-Freytiz and expressed the belief that \$15 per hour is too low to attract applicants. She also agreed with raising the pay rate for positions requiring expertise.

Mr. Kelly stated that he is hoping that the new HR Director will add the part-time positions and their hourly rates to future Position Ordinances.

Mr. Moran noted the need for the City to be careful not to raise the part-time pay rate too high as some residents seek to add to their governmental benefits and that if the pay rate is too high their governmental benefits will be lost.

Ms. Cepeda-Freytiz suggested keeping the current pay rate of \$15 per hour and increasing it as needed. Mr. Kelly agreed and stated that if the pay rate increases, Council approval is needed.

Ms. Goodman-Hinnershitz expressed the belief that this is a perfect exercise for the new HR Director. She noted her hope that the part-time positions would appear during the 2023 budget review process.

Mr. Moran stated that he would support a pay increase if necessary.

- Re-establish P3 meetings – Mr. Kelly stated that the Administration is open to restarting these meetings in 2023.
- October 17
 - HOME ARP requirements and restrictions + amount allocated and remaining – project deadline July 2023 – Mr. Kelly stated that this is being worked on and the deadline will be met.
 - Review of CD Organizational Chart with position descriptions and salaries

Ms. Cepeda-Freytiz questioned when Council would receive the CD Department organizational chart. Mr. Abodalo stated that he will share the positions without employee names with Council tomorrow.

- October 24
 - Consider increasing hourly salary of civilian tele-communicators in Desk Sergeant area by at least \$2 per hour (same as CSC employees) to improve retention – Mr. Kelly expressed the belief that this is not a parking lot item.
 - Consider 12 additional Patrol officers to increase each of the four platoons by three officers – Mr. Kelly stated that the cost of 10 additional officers will be provided to Council before the end of 2022.

Ms. Cepeda-Freytiz questioned if these additional officers would be assigned downtown in the evenings. Mr. Kelly stated that the additional officers would provide flexibility for additional downtown services.

- November 1
 - Actual costs of healthcare and other fringe benefits – The Accounting Manager is reviewing these line items and updating them as needed.
 - Whistleblower process

Ms. Cepeda-Freytiz noted the need to understand who employees may blow the whistle to without the fear of retaliation. She noted her hope that the new HR Director will address this.

- Breakdown of the use of the independent board budgets – Mr. Kelly stated that Ms. Smith has provided extensive information. He stated that he met with the Youth Commission and they have drafted a budget.

Ms. Goodman-Hinnershitz cautioned against using the term SWAG. Mr. Kelly agreed and stated that these items will be referred to as marketing materials.

- Website and City document translation – Mr. Kelly stated that the website will be able to be translated into ten languages, not using Google Translate. He stated that the City will be releasing a bid for document translation services. He stated that a short tutorial on how to translate the meeting audio will be posted on YouTube.
- Advertising in Spanish – Mr. Kelly noted his hope that translating documents into Spanish will assist with advertising. He noted the need to make this a regular part of City processes.

Ms. Kelleher suggested posting documents in HTML text which will allow the website translation to work negating the need to pay for a translation service. Mr. Kelly agreed.

Ms. Cepeda-Freytiz noted her appreciation of staff working through this process. Mr. Kelly stated that it is a team effort between the City Clerk staff and IT staff.

- November 21 – Auditor’s Recommendations
 - Increase allocation to Shade Tree Fund – Mr. Kelly stated that Administration agrees with this recommendation.
 - Increase EIT revenue by \$300,000 - Mr. Kelly stated that Administration agrees with this recommendation.
 - Increase Admissions Fee Tax revenue by \$100,000 - Mr. Kelly stated that Administration agrees with this recommendation.

- Eliminate Traffic Code revenue by \$200,000 – based on Resolution 181-2020 re RPA retaining all revenue from parking tickets issued by Police Officers - Mr. Kelly stated that Administration agrees with this recommendation.
- Increase overtime expense for Police and Fire personnel – Mr. Kelly stated that the Administration does not agree with this recommendation. He stated that an analysis is being completed.

Ms. Rodriguez stated that this recommendation is based on historical data. Mr. Kelly stated that he expects that the year to date cost is not much higher than the prior year.

Ms. Cepeda-Freytiz questioned how much is not much. Mr. Kelly stated that he would recommend an adjustment if it is higher than \$50,000.

Ms. Rodriguez stated that the 2022 overtime budget has already been exceeded.

Mr. Kelly stated that he has adjusted Fire overtime with an additional \$150,000. He expressed the belief that other overtime costs will be small and can be adjusted as needed.

Ms. Goodman-Hinnershitz thanked all for a well-organized budget review process. She stated that the adjusted budget needs to be distributed before it is adopted. Mr. Kelly agreed.

Ms. Reed stated that some parking lot discussion items are not budget related and do not have timelines. She noted the need to set timelines so that discussions conclude in a timely manner.

Mr. Kelly suggested a Council / Administration retreat. Ms. Reed agreed and suggested a Saturday in January.

Mr. Kelly suggested late February / early March due to Council transitions. Ms. Reed suggested mid-February. Mr. Kelly agreed.

Ms. Cepeda-Freytiz stated that she is not comfortable moving the downtown operations under the Managing Director. She noted the need to see the CD Department organizational chart and understand the cost of Hope Rescue Mission cleaning services as this is not included in the budget. She also noted the need to review the cleaning and ambassador plans for downtown.

Ms. Goodman-Hinnershitz noted that there is an overall issue with revitalizing downtown. She stated that there are many moving parts and that the homeless are suffering. She expressed the belief that the homeless only get attention when they are downtown. She noted the need for Council to meet with the Coalition to End Homelessness (Coalition). She stated that she is aware of a business that is losing customers due to the homeless defecating next door. She noted the need to address the root problems.

Ms. Cepeda-Freytiz noted the need to work with downtown property owners to fill their storefronts as vacancies invite nuisances.

Mr. Kelly stated that CD is inventorying vacant properties. He stated that efforts are underway to address the homeless but that this work cannot yet be discussed publicly.

Ms. Cepeda-Freytiz questioned if Mr. Kelly is suggesting that the downtown coordinator become part of the CD Department. Mr. Kelly stated that he is not suggesting that. He stated that CD is inventorying vacant properties, including those downtown.

Ms. Reed noted the recurring problem with a homeless family on the mountain above N 14th & Elm Streets. She stated that they are burning fires for warmth and that creates a real threat to the nearby homes and the forest. She noted the need to relocate this family as the residents are very concerned.

Ms. Goodman-Hinnershitz stated that the Coalition has spoken to this person and is doing what it can. She noted her hope that the Administration is working on a viable solution and noted her agreement that burning fires poses a threat to the forest. She suggested that Council get a briefing on what can / cannot be addressed by the City.

Mr. Kelly noted the need for the concerned residents to call 911. Ms. Reed stated that the residents have document when they have called Police. She stated that they have done so many times and their frustration level is rising. She stated that the Fire Department has responded but this is an ongoing, major concern.

Mr. Moran stated that he will follow up with Police and Fire. He encouraged the residents to continue to report activity.

Ms. Reed stated that she will share the resident emails.

Ms. Ventura stated that she is aware of the situation and that it is one man, not a family. She noted the need to confirm that this is a family. She stated that Public Works has also responded and cleaned up as needed.

Mr. Moran stated that there has been a homeless population at this location for many years.

Police Chief Tornielli stated that Police have responded to this location with Fire and Public Works. He stated that the Coalition has been engaged and that this issue occurs daily. He stated that there is good collaboration on the homeless situation overall and that this is an issue that is larger than the Police can handle. He stated that Police are also referring the homeless to the LGBT Center for their Warm Meal Wednesday. He stated that everyone is working to get shelter for the homeless and that there are also issues with people living along

the Thun Trail. He stated that there is a homeless problem downtown but that the problem is even larger in the outlying areas of the City.

This portion of the discussion concluded at 5:52 pm.

II. Finalization of the 2023 Budget

5:30 pm – 6:00 pm

This topic was not discussed.

III. Responsible Contractor Ordinance

6:00 pm – 6:15 pm

Mr. Lachat stated that Mr. Denbowski gave a presentation to Council on this topic several months ago. He stated that an ordinance has been drafted. He expressed the belief that there is potential for legal challenge but that many PA municipalities have adopted similar legislation.

Mr. Lachat explained that the concept is for companies that bid on City projects (costing \$200,000 or more) to meet certain requirements. He stated that one requirement is having an apprenticeship program. He expressed the belief that this would exclude contractors that are not truly qualified. He stated that some projects have been delayed because unqualified contractors were the lowest bidder. He stated that waiver language is included in the draft ordinance and is available in case no qualified contractor bids on a project. He stated that Council would issue the waiver.

Mr. Daubert requested an opportunity to review the draft ordinance as he has not received it. Mr. Lachat stated that he shared the draft with some of Council.

Mr. Daubert stated that Council should have an opportunity to review agenda items so there is more informed discussion.

Mr. Lachat stated that the ordinance will be introduced at the December 5 meeting and noted his hope that Council would take action at the December 19 meeting.

Mr. Daubert expressed the belief that there is a lot of unknown information. He questioned if an apprentice can perform the same work as a master contractor. Mr. Lachat stated that an apprentice cannot perform the same work. He again stated that this legislation would require an apprenticeship program. He expressed the belief that this would lead to the employ of local workers and decrease the number of project work order changes.

Mr. Daubert questioned the amount of experience that an apprentice would have. Mr. Moran invited William Dorward to come forward and comment on this issue.

Mr. Dorward stated that the Prevailing Wage Law includes certain requirements. He used the example of a sheet metal worker who enrolls in a four year program as an apprentice. The apprentice learns new skills during those four years and at the same time earns an Associate's

Degree. He stated that this ensures that the municipality and the taxpayers get safe and quality work. He stated that construction is dangerous when workers are uneducated. He described the need for stairwell pressurization to prevent the spread of fire as an example. He noted the need for construction workers to have the proper experience and education to ensure safety.

Mr. Daubert questioned if the City's Building Trades support this ordinance. Mr. Dorward stated that they do.

Mr. Daubert questioned if they are skilled masters. Mr. Kelly stated that those in attendance this evening are not City employees.

Mr. Moran stated that this language is common in other municipalities. Mr. Dorward agreed and stated that this movement is growing. Mr. Dorward explained that apprentices cannot work alone on a job.

Ms. Goodman-Hinnershitz questioned continued education after the apprenticeship program is completed. Mr. Dorward stated that after completion of the apprenticeship program licenses are obtained. He stated that continued education is necessary.

Ms. Goodman-Hinnershitz noted her concern about Reading's old buildings and people doing construction without the proper knowledge. She agreed that it is important to have qualified workers.

Mr. Dorward noted his hope to become more involved in Reading. He noted his hope that the apprenticeship programs would help give young people more opportunities and may decrease gang memberships.

Mr. Kelly questioned how Reading residents would become aware of these opportunities. Mr. Dorward stated that he is currently making presentations. He stated that the information is available on the internet and he is working with a Reading School Board member to make presentations in the middle and high schools.

Ms. Cepeda-Freytiz stated that City Council awarded ARPA funds to many organizations to address youth violence. She suggested that Mr. Dorward work with these groups and to also work with the City's Summer Youth Employment program.

Mr. Moran questioned if Mr. Dorward would be willing to work with the City's summer youth program. Mr. Dorward stated that he is. He stated that he also works with Olivet.

This portion of the discussion concluded at 6:09 pm.

IV. Agenda Review

6:15 pm – 7:00 pm

Council discussed this evening's agenda including:

- **Resolution** – authorizing Holly Guldin to serve for an additional 90 days as Acting HR Director pursuant to Section 5-803 of the Administrative Code

Ms. Cepeda-Freytiz questioned if this is necessary. Mr. Lachat stated that it is necessary but that Ms. Guldin may not fill the position for the full 90 days.

- **Bill 80-2022** – amending Code Section 91-101, Salaries of designated elected officials assuming office on and after the 1st Monday in January 2024 as follows:

A. Mayor. The Mayor of the City of Reading shall be compensated at an annual salary of:

(1) For the period beginning the first Monday in January ~~2008~~ **2024**, and ending the first Sunday in January ~~2009~~ **2025**: ~~\$68,100~~ **\$95,000**.

(2) For the period beginning the first Monday in January, and ending the first Sunday in January ~~2010~~ **2025**: ~~\$69,600~~ **\$97,500**.

(3) For the period beginning on the first Monday in January ~~2010~~, and ending the first Sunday in January ~~2011~~ **2026**: ~~\$71,100~~ **\$100,000** ~~2011~~ **2027**, and annually for each year thereafter: ~~\$72,600~~ **\$102,500**.

B. President of Council. The City Council President for the City of Reading shall be compensated at an annual salary of ~~\$5,500~~ **\$8,750** per year.

C. Councilmen. The District Councilpersons for the City of Reading shall be compensated at an annual salary of ~~\$5,000~~ **\$8,000** per year.

D. City Auditor. The City Auditor of the City of Reading shall be compensated at an annual salary of:

(1) For the period beginning the first Monday in January ~~2008~~ **2024**, and ending the first Sunday in January ~~2009~~ **2025**: **\$80,000**.

(2) For the period beginning the first Monday in January ~~2009~~ **2025**, and ending the first Sunday in January ~~2010~~ **2026**: ~~\$54,600~~ **\$81,000**.

(3) For the period beginning on the first Monday in January ~~2010~~ **2026**, and ending the first Sunday in January ~~2011~~ **2027**: ~~\$56,100~~ **\$83,000**.

(4) For the period beginning the first Monday in January ~~2011~~ **2027**, and annually for each year thereafter: ~~\$57,600*~~ **\$84,000**.

Introduced at the August 22 regular meeting; Tabled at the September 12 regular meeting

Ms. Cepeda-Freytiz stated that Ms. Rodriguez has distributed the requested cost analysis to those in attendance in person. Ms. Rodriguez stated that the Mayor requested that this information be distributed today.

Ms. Cepeda-Freytiz stated that the analysis does not include Council. Mr. Moran stated that this is the information that Council requested and that the Auditor prepared.

Ms. Cepeda-Freytiz stated that the analysis includes an inflation description.

Mr. Moran stated that he has agreed to reduce the salary to \$92,000 to be more consistent with other municipalities. He stated that he originally requested \$99,000. He stated that if CPI or COLA is used, his salary would rise above \$100,000.

Ms. Cepeda-Freytiz noted the need to discuss a fixed salary or to include annual increases.

Mr. Moran stated that he has recommended \$92,000 with an annual increase of either 3% or the CPI, whichever is lower. He stated that PA Legislators will be getting a large increase in 2023 due to the CPI increase.

Ms. Goodman-Hinnershitz stated that Council requested this analysis from Ms. Rodriguez to determine future costs. He stated that Reading has now exited Act 47 and has fewer revenue options. She noted the need to pay only what the City can afford. She stated that she would appreciate having the spreadsheet file to recalculate the amounts to find a pay rate that is realistic. She noted the need to use the same formula for the Mayor and Auditor.

Ms. Cepeda-Freytiz agreed that the City should be fiscally conservative.

Ms. Goodman-Hinnershitz questioned if COLA increases were realistic. She noted the need for increases to be sustainable. She stated that the City may not be able to afford what employees may want to be paid. She noted the need to be fair and equitable. She stated that Councilors spend many hours doing City work and expressed the belief that a \$30,000 salary would be realistic for these responsibilities.

Mr. Moran noted the need for City officials to be qualified individuals. He stated that the proposed salary is comparable to other municipalities. He expressed the belief that Reading is in the best financial condition that it has been for many years. He again noted the need for qualified individuals to come forward.

Ms. Reed stated that Reading has just exited Act 47 and will have less revenue. She stated that Council has fiduciary responsibility. She stated that a former Councilor computed the hours spent on City business. She stated that the Councilor was frustrated that he earned 25 cents per hour. She expressed the belief that Council receives a stipend.

Ms. Reed expressed the belief that increasing these salaries does not guarantee the quality of people that will seek office. She noted the need for all to understand that elected officials hold the public trust. She expressed the belief that public officials serve to do a public good and not to receive a large salary.

Ms. Reed noted the need to avoid further taxing residents. She stated that PA Legislators earn much more than other state legislators and that the Berks County Commissioners also earn more than state average. She stated that she cannot agree to these significant salary increases knowing the burden that Reading residents are already shouldering.

Ms. Cepeda-Freytiz noted the need to make a decision. She stated that she understands the need for COLA increases but noted that she prefers to set the new salary and not include automatic increases. She stated that she is more comfortable with \$92,000 without automatic increases.

Ms. Reed suggested \$85,000 for both the Mayor and Auditor.

Mr. Moran stated that these positions differ. He stated that an ordinance was approved to keep the Mayor and Auditor salaries within \$15,000 of one another.

Ms. Kelleher stated that this language was originally contained in the Charter but that it was amended out with a referendum approved by the electorate in 2007.

Mr. Daubert stated that historically the Mayor salary was always higher than the Auditor. He stated that he also supports \$92,000 without automatic increases.

Mr. Miller stated that he understands the issue. He noted his concern with recently exiting Act 47. He stated that if the City was a business, Council is the Board of Directors and the Mayor is the CEO. He noted that shareholders would not be happy with the Board of Directors if a large salary increase was given to the CEO right after exiting bankruptcy. He expressed the belief that this is not the right time for large increases. He stated that he would recommend \$85,000 if there are automatic increases and \$90,000 if it is a one-time increase.

Ms. Cepeda-Freytiz stated that these increases become effective in 2024. Mr. Miller noted his understanding and stated that the vote occurs now.

Ms. Rodriguez stated that the Mayor and Auditor were increased by the same percentage in the past. She stated that they are no longer linked in that way.

Ms. Cepeda-Freytiz questioned if the increase to the Auditor is tied to the next term. Mr. Lachat stated that it has been tied to terms in the past. He stated that the Charter restricts Mayor and Council to introduce these increases at certain times. He stated that this no longer relative to the Auditor but has been done that way in the past.

Ms. Ventura agreed with \$92,000 without annual increases.

Ms. Goodman-Hinnershitz recommended \$90,000 without annual increases. She stated that this translates to a 25% increase. She suggested providing the same increase to the Auditor which would raise the Auditor salary to \$78,750.

Mr. Daubert stated that he supports those salaries and that approach.

Ms. Reed stated that she would also support Ms. Goodman-Hinnershitz's suggestion if the Auditor salary is rounded up to \$80,000 and does not include annual increases.

Ms. Cepeda-Freytiz agreed that an increase is needed. She agreed with the same increase to both positions.

Mr. Moran questioned if both salaries would be rounded up.

Ms. Cepeda-Freytiz noted the need to be fair and equitable.

Ms. Goodman-Hinnershitz stated that increasing the Auditor salary to \$80,000 is a 27% increase. She stated that if 27% is applied to the Mayor's salary it would become \$91,476.

Ms. Cepeda-Freytiz expressed the belief that Council is back where it started. She also noted the need to include Mr. Butler in these discussions.

Mr. Gombar expressed the belief that the newly proposed salaries are not increasing but that these are substantial changes. He recommended that Council find consensus and that the ordinance be re-introduced on December 5.

Mr. Moran stated that he has become lost in the discussion. He questioned if the ordinance would be re-introduced removing the annual increases.

Ms. Reed recommended an increase to \$79,000 for the Auditor and \$90,000 for the Mayor.

Mr. Moran stated that the majority of Council noted support for \$92,000.

Ms. Cepeda-Freytiz stated that this was a part of the conversation but that Ms. Goodman-Hinnershitz recommended both positions receive the same percentage increase.

Ms. Ventura questioned the percentage. Mr. Daubert stated that it will be a 25% increase.

Ms. Reed recommended that the Council salaries remain the same.

Ms. Ventura disagreed and questioned why Ms. Reed feels this way about the Council salaries. Ms. Reed stated that she is considering the median income of Reading residents and how other prices are rising.

Ms. Ventura also noted the need to consider the salaries of Councils in other municipalities and their populations.

Ms. Goodman-Hinnershitz stated that a 25% salary increase for Council would raise the amount to \$6,250.

Ms. Cepeda-Freytiz stated that this issue can be addressed by future Council members. She noted the need for public input.

Mr. Daubert agreed with Ms. Reed that the Council salary should not increase. He stated that School Directors do not get paid and stated that this should be a purely public service position. He stated that if a combined salary ordinance including Council moves forward he will vote no.

Mr. Daubert expressed the belief that increased salaries will not attract better candidates. He expressed the belief that increasing the Council salary is a waste of money unless it is a substantive change. He stated that these increases may alter people's decision to seek office.

Ms. Rodriguez stated that the Auditor's salary can be adjusted at any time. Mr. Gombar agreed but stated that the same is not true for Council and the Mayor. He noted the Charter time limits and the need to satisfy the Charter requirements.

Ms. Goodman-Hinnershitz agreed with Mr. Daubert. She expressed the belief that those who don't seek Council seats need a more substantial salary.

Ms. Reed stated that the irony of all this is that Council is the City's fiduciary steward and are the lowest paid. She stated that it is true public service.

Ms. Cepeda-Freytiz expressed the belief that residents may want to serve but cannot afford to do so. She stated that society has changed. She stated that she sees all perspectives and suggested that this ordinance remain tabled.

Mr. Gombar stated that the ordinance remains pending so no action is necessary. He suggested re-introducing the legislation at the December 5 meeting at the 25% increase level without automatic increases for the Mayor and Auditor.

Mr. Moran questioned if the Administration should prepare the legislation.

Ms. Goodman-Hinnershitz suggested that the legislation be prepared by Mr. Gombar. Mr. Gombar agreed.

Mr. Gombar reminded all that Council must adopt the 2023 budget before December 15. He noted the need for a special meeting if Council is not ready to take action at the December 5 meeting.

- **Bill 50-2022** – amending the Charter Board Ordinance by making various alterations such as eliminating Advisory Opinions, creating an administrative body, eliminates the confidentiality of complaints, etc. to establish reasonable guidelines on Charter Board spending

Ms. Kelleher stated that Mr. Lachat is working on additional changes. Mr. Lachat stated that he is working with Mr. Gombar. Mr. Gombar stated that he has not yet had an opportunity to review the additional changes. He requested that this remain tabled.

- **Bill 127-2022** – budget amendment for the General Fund 2022 budget to budget for employee parking expense and some withholding revenue from some employees to cover a portion of employee parking expense by increasing the budget line items Police Parking Expense by \$146,200 and Parking Expense by \$143,400 which will be funded by increases to Parking Reimbursement by \$52,200 and Transfer from Fund Balance of \$237,400

Mr. Kelly explained that Police employees do not pay for parking and other employees receive subsidized parking rates.

- **Bill 128-2022** – authorizing the executive of a Lease Agreement between the Reading Police Department and Alvernia for office and meeting space at 401 Penn St for a ten year term at no cost to the City

Ms. Cepeda-Freytiz questioned if the agreement has had a legal review. Mr. Gombar stated that he reviewed the agreement and that there are no issues.

Mr. Lachat stated that this is a simple agreement and contains standard liability.

Ms. Cepeda-Freytiz questioned if this qualified as Service in Lieu of Taxes. Mr. Lachat stated that it is an in-kind transaction.

The meeting adjourned at 6:57 pm.

*Respectfully Submitted by
Linda A. Kelleher, CMC, City Clerk*