

VILLAGE OF WESLEY CHAPEL
COUNCIL MEETING MINUTES
WESLEY CHAPEL UNITED METHODIST CHURCH
120 Potter Road, Wesley Chapel, NC 28110
July 24, 2012 – 7:00 P. M.

The Village Council of Wesley Chapel, North Carolina, met in the Fellowship Hall of Wesley Chapel United Methodist Church at 120 Potter Road South, Wesley Chapel, North Carolina.

Present: Mayor Horvath, Mayor Pro Tem Ormiston, Council Members Brotton, Plyler and Rosoff

Others Present:

Clerk/Finance Officer Cheryl Bennett; Planning/Zoning Admin. Joshua Langen; Attorney George Sistrunk; Administrative Assistant Melody Graham

Citizens: Carol Mullis, Eileen Ciotti, Brenda Schooley, Butch Plyler, Julie Brown, Jeannine Kenary, Sondra Bradford

The meeting was called to order at 7:00 PM and a quorum was present.

1. PLEDGE OF ALLEGIANCE / INVOCATION

Mayor Horvath led the Pledge of Allegiance and Mayor Pro-tem Ormiston said the invocation.

2. ADDITIONS, DELETIONS, AND / OR ADOPTION OF AGENDA

Item 9 was moved up, and Item 5 was moved to the end of the agenda; a sub item “Discuss and consider approval of tree clearing proposal at Park” was tabled. Mayor Pro-tem Ormiston made a motion to approve the agenda with these changes; Council Member Plyler seconded the motion.

The motion passed unanimously.

3. REVIEW AND APPROVE JUNE 30, 2012 FINANCIAL REPORTS

Finance Officer Bennett reported at year end we had \$2,008,206 cash in the bank. Most revenue and expenditure items are completed, but we just received the attorney bill and still need the engineering bill. If you back out the amounts appropriated from fund balance and transferred to the Capital Projects Fund, the current year revenues are \$618,308 and expenditures are \$328,103, showing a surplus of \$290,205. Mayor Pro-tem Ormiston made a motion to approve June 2012 financial reports; Council Member Rosoff seconded the motion.

The motion passed unanimously.

June 30, 2012 Balance Sheet

ASSETS

Checking/Savings

Fifth Third Bank Checking	47,259.12
Fifth Third Bank Money Market	887,922.37
Citizens South CD Bldg 07.03.12	248,999.67

BB&T Money Market	823,974.68
Petty Cash Fund	<u>50.00</u>
Total Checking/Savings	2,008,205.84
Accounts Receivable	
Misc. Fees Receivable	<u>125.00</u>
Total Accounts Receivable	125.00
Other Current Assets	
Office Depot gift card	238.08
Due from Union County	1,106.30
Prepaid Exp.	21,556.75
Property Tax Rec.	3,476.00
Allow. for Doubtful Accounts	-1,034.00
Excise,Franchise &Telec.Tax Rec	66,000.00
Total Sales Taxes to be Received	1,216.73
State Sales Tax A/R	<u>8,500.00</u>
Total Other Current Assets	<u>101,059.86</u>
Fixed Assets	
Dogwood Park CIP	17,309.40
Town Hall- CIP	4,144.27
Land	717,634.40
House at Dogwood Park	411,169.00
Office Equipment	7,620.98
Accumulated Deprec.	<u>-5,333.98</u>
Total Fixed Assets	<u>1,152,544.07</u>
TOTAL ASSETS	<u><u>3,261,934.77</u></u>
LIABILITIES & FUND BALANCE	
Liabilities	
Accounts Payable	<u>3,315.77</u>
Total Accounts Payable	3,315.77
Other Current Liabilities	
Pay. for Employee Insurance	101.00
Escrow from Developers	45,076.00
UnearnedRev(Priv lic,cty MVtax	12,270.59
Deferred Revenue	2,442.20
Payroll Liabilities	<u>3,868.99</u>
Total Other Current Liabilities	63,758.78
Fund Balance	
Fund Balance Assigned for NNO	174.20
Fund Bal. non-spendable	45,926.00
Fund Bal. inv. in Fixed Assets	1,152,544.07
Fund Bal. Committed for CIP	1,368,258.54
Fund Balance	-843,192.56
Excess of Revenues over Exp.	1,471,149.97

Total Fund Balance	3,194,860.22
TOTAL LIABILITIES & FUND BALANCE	3,261,934.77

June 2012 Budget Report

	<u>Jun 12</u>	<u>Jul '11 - Jun 12</u>	<u>Budget</u>	<u>% of Budget</u>
General Fund				
Revenues				
Appropriated Fund Balance	0.00	437,686.00	437,686.00	100.0%
Fees and Licenses				
Newsletter/Deputy Sponsor	0.00	10,000.00	12,000.00	83.33%
National Night Out-raffle,cont	0.00	366.00	500.00	73.2%
Contribution for parks and rec	0.00	0.00	0.00	0.0%
Fall Festival	0.00	7,730.00	11,000.00	70.27%
Cable Franchise (from Time Warn	0.00	13,426.00	12,000.00	111.88%
Engineering Fees Reimbursement	0.00	4,758.75	8,000.00	59.48%
Zoning Permit	1,420.00	10,880.00	6,000.00	181.33%
Privilege Licenses	0.00	26,811.56	25,000.00	107.25%
Annexation Exp Reimbursed	0.00	150.00	300.00	50.0%
Misc. Fees	238.08	7,330.64	200.00	3,665.32%
Total Fees and Licenses	1,658.08	81,452.95	75,000.00	108.6%
Interest Earned	197.74	5,005.00	5,000.00	100.1%
Property Tax Income				
Current Year Property Tax	484.41	143,233.95	137,413.00	104.24%
Delinquent Taxes	209.21	1,044.21	1,800.00	58.01%
Interest/Ad Fee on Taxes	79.09	461.87	400.00	115.47%
Utility Ad Valorem	0.00	1,984.46	1,000.00	198.45%
Vehicle Registration	1,548.28	9,760.04	8,375.00	116.54%
Total Property Tax Income	2,320.99	156,484.53	148,988.00	105.03%
Revenue Sharing				
Alcoholic Beverage Tax	0.00	32,998.02	25,000.00	131.99%
Video Programming(State Cable)	41,255.09	95,650.40	82,000.00	116.65%
Excise Tax (Piped Natural Gas)	10,294.00	15,688.00	14,000.00	112.06%
Franchise Tax (Electric Power)	78,673.00	181,841.00	152,000.00	119.63%
Sales & Use Taxes	11,792.39	36,490.29	32,000.00	114.03%
Telecommunications Tax	6,103.00	12,698.00	11,000.00	115.44%
Total Revenue Sharing	148,117.48	375,365.71	316,000.00	118.79%

Total Revenues	<u>152,294.29</u>	<u>1,055,994.19</u>	<u>982,674.00</u>	<u>107.46%</u>
Expense				
Transfer to CIP	0.00	625,000.00	625,000.00	100.0%
Operating Expenditures				
Contingency	0.00	0.00	570.00	0.0%
Advertising - Clerk	64.68	394.92	500.00	78.98%
Annexation Expense	100.00	126.00	400.00	31.5%
Annual Retreat	0.00	1,003.32	1,800.00	55.74%
Bank Charges	29.79	380.47	600.00	63.41%
Books & Literature	0.00	250.00	300.00	83.33%
Contributions	0.00	100.00	100.00	100.0%
Dues and Subscriptions	6,405.00	14,295.00	14,295.00	100.0%
Election Expense	0.00	6,743.83	6,745.00	99.98%
Electronic Commun (Tele/RR)	259.80	3,318.59	3,600.00	92.18%
Insurance - Liability	0.00	9,567.77	9,570.00	99.98%
Insurance - Workmen's Comp	0.00	500.00	525.00	95.24%
Town office Maint.	0.00	817.98	1,000.00	81.8%
Misc town office	99.75	340.18	500.00	68.04%
Newsletter	0.00	1,581.77	1,585.00	99.8%
Office Equipment	0.00	1,127.98	1,200.00	94.0%
Office Expense	125.89	2,161.47	2,200.00	98.25%
Postage and Delivery	97.25	661.07	1,100.00	60.1%
Rent	1,400.00	16,800.00	17,000.00	98.82%
Seminars	65.00	130.00	275.00	47.27%
Tax Collection Fee	34.96	2,335.37	2,400.00	97.31%
Travel & Entertainment	176.06	1,678.65	2,500.00	67.15%
Utilities- Temp. Town Hall	148.45	2,104.48	2,200.00	95.66%
Youth Council Committee	<u>227.50</u>	<u>227.50</u>	<u>250.00</u>	<u>91.0%</u>
Total Operating Expenditures	9,234.13	66,646.35	71,215.00	93.59%
Gen. Govt. Salaries				
Admin. Assistant	1,143.75	4,794.25	5,305.00	90.37%
Allowance for Salary Adjustment	0.00	0.00	211.00	0.0%
Mayor	1,200.00	4,800.00	4,800.00	100.0%
Mayor Protem	750.00	3,000.00	3,000.00	100.0%
Council Salary	1,800.00	7,200.00	7,200.00	100.0%
Clerk Salary	5,204.06	45,871.61	49,219.00	93.2%
Finance Officer Salary	1,272.12	10,994.76	11,025.00	99.73%
Payroll Taxes	1,377.57	10,102.43	11,120.00	90.85%
Payroll exp - Unemployment	0.00	0.00	1,000.00	0.0%

Fringe Benefits - Insurance	1,292.24	15,506.88	15,514.00	99.95%
Fringe Benefits - Retirement	<u>865.85</u>	<u>7,858.85</u>	<u>7,796.00</u>	<u>100.81%</u>
Total Gen. Govt. Salaries	14,905.59	110,128.78	116,190.00	94.78%
Planning & Zoning				
P/Z Admin. Salary	5,000.00	52,075.00	52,075.00	100.0%
Planning & Zoning Board Salary	840.00	3,234.00	4,032.00	80.21%
Advertising	0.00	248.74	500.00	49.75%
P/Z Office Expense	77.97	185.84	500.00	37.17%
P/Z Seminars	0.00	199.00	400.00	49.75%
P/Z Travel	77.42	679.79	1,200.00	56.65%
P/Z Dues,Subscriptions	<u>0.00</u>	<u>360.00</u>	<u>360.00</u>	<u>100.0%</u>
Total Planning & Zoning	5,995.39	56,982.37	59,067.00	96.47%
Professional Fees				
Survey Fees	1,300.00	1,300.00	1,500.00	86.67%
Audit Fees	0.00	3,900.00	4,000.00	97.5%
Engr. Consulting	240.00	3,973.75	6,000.00	66.23%
Legal Fees	<u>6,021.46</u>	<u>21,064.62</u>	<u>23,000.00</u>	<u>91.59%</u>
Total Professional Fees	7,561.46	30,238.37	34,500.00	87.65%
Parks & Recreation				
Engineering Services	1,187.50	1,187.50	1,500.00	79.17%
Events	0.00	7,204.00	11,000.00	65.49%
Dues & Subscriptions	0.00	0.00	400.00	0.0%
Food and Provisions	211.99	384.63	400.00	96.16%
Other Supplies and Materials	4.25	42.09	50.00	84.18%
Insurance	0.00	1,864.00	1,865.00	99.95%
Maintenance/Grounds	1,005.85	4,201.98	9,185.00	45.75%
Office Expense	0.00	8.90	1,000.00	0.89%
Security	0.00	0.00	1,000.00	0.0%
Telephone	0.00	0.00	600.00	0.0%
Utilities	<u>28.52</u>	<u>1,868.59</u>	<u>2,000.00</u>	<u>93.43%</u>
Total Parks & Recreation	2,438.11	16,761.69	29,000.00	57.8%
Public Safety	35.00	42,345.20	42,702.00	99.16%
Capital Outlay	<u>0.00</u>	<u>5,000.00</u>	<u>5,000.00</u>	<u>100.0%</u>
Total Expense	<u>40,169.68</u>	<u>953,102.76</u>	<u>982,674.00</u>	<u>96.99%</u>
Net General Fund	112,124.61	102,891.43	0.00	100.0%

CIP Income/Expense

CIP Income

PARTF Grant	0.00	383,852.34	500,000.00	76.77%
Adopt A Trail Grant	0.00	5,000.00	5,000.00	100.0%
Water Based Resource Grant-Park	0.00	95,079.21	100,000.00	95.08%
Transfer from General Fund				
Appropriated for Dogwood Park	0.00	1,000,000.00	1,000,000.00	100.0%
Appropriated for Town Hall	0.00	1,100,000.00	1,100,000.00	100.0%
Total Transfer from General Fund	0.00	2,100,000.00	2,100,000.00	100.0%
Total CIP Income	0.00	2,583,931.55	2,705,000.00	95.52%

CIP Expense

Capital Projects

Dogwood Park Capital Outlay

Land Acquisition	0.00	673,271.00	680,000.00	99.01%
House	0.00	411,419.00	412,000.00	99.86%
Site preparation	0.00	0.00	35,000.00	0.0%
Utilities	0.00	0.00	15,000.00	0.0%
Preliminary Planning	0.00	15,526.67	15,527.00	100.0%
Design/Constr Mgt,etc.	6,116.24	40,601.94	69,050.00	58.8%
Grassing	0.00	0.00	5,850.00	0.0%
Parking lot & drive	0.00	0.00	87,170.00	0.0%
Rest room renovation	0.00	0.00	30,000.00	0.0%
Site Furnishings-gate,signs,etc	0.00	277.77	7,000.00	3.97%
Boardwalk	0.00	0.00	31,000.00	0.0%
Accessible routes	0.00	0.00	21,000.00	0.0%
Paved Walking Trail	0.00	0.00	54,000.00	0.0%
Unpaved trail	0.00	9,902.25	14,210.00	69.69%
Multipurpose Field	0.00	0.00	30,000.00	0.0%
Amphitheater/Stage/Outdoor Clas	0.00	0.00	35,000.00	0.0%
Fishing Pier	0.00	0.00	25,000.00	0.0%
Other Expense	0.00	35.00	18,931.00	0.19%
Contingency	0.00	0.00	19,262.00	0.0%
Other Water Resources Grant Exp	0.00	0.00	0.00	0.0%
Dogwood Park Capital Outlay - Other	0.00	0.00	0.00	0.0%
Total Dogwood Park Capital Outlay	6,116.24	1,151,033.63	1,605,000.00	71.72%
Town Hall Capital Outlay	0.00	64,639.38	1,100,000.00	5.88%
Total Capital Projects	6,116.24	1,215,673.01	2,705,000.00	44.94%
Total Other Expense	6,116.24	1,215,673.01	2,705,000.00	44.94%
Net CIP	-6,116.24	1,368,258.54	0.00	100.0%

<u>106,008.37</u>	<u>1,471,149.97</u>	<u>0.00</u>	<u>100.0%</u>
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4. PRESENTATION BY PRESBYTERIAN MATTHEWS

Brenda Schooley and Eileen Ciotti from Presbyterian Matthews provided an update. In patient safety they achieved a 53% reduction in serious safety events; they have a full complement of dedicated Critical Care/Intensivists, physician satisfaction for “Place to Practice Medicine” and “Overall Quality of Care is over 90%, implementation of the Team Assessment Area has improved throughput, they were awarded a second MRI per CON, and have a Joint Venture Ambulatory Surgery Center with OrthoCarolina. A fifth floor expansion project is underway, and a 409 space new employee parking lot completed. Various recognitions and accreditation achievements were shared. Mayor Horvath thanked Ms. Schooley and Ms. Ciotti for the update.

5. DISCUSSION ON PRIVILEGE LICENSE STRUCTURE AND CONSIDER APPROVAL OF POSSIBLE CHANGES NEEDED

Bennett checked with Indian Trail and Waxhaw and both said they do get privilege licenses on home businesses. She did a comparison of fees at four levels of revenue between the three towns, Our fees are lower or equal up to about \$50,000 in gross receipts; at \$200,000 our fee is \$93 while Indian Trail’s is \$80 and Waxhaw is \$30; at \$500,000 in gross receipts our fee is \$213 while Indian Trail’s fee is \$200 and Waxhaw’s fee is \$75. Melody Graham noted the gross receipts are based on the information the citizen provides us. Council Member Rosoff asked about the automotive businesses in her neighborhood; if she can provide us names and addresses we can follow up. Mayor Horvath noted this would be a zoning violation as it is not allowed in residential zoning. Mayor Pro-tem Ormiston noted we have no way of knowing if a vendor at a neighbor’s home has a license or not; she also said the state may be considering changes to the privilege license laws. It was noted that the privilege license is a tax; there is no relationship to any services provided to the business. Attorney Sistrunk said you can make reasonable distinctions between types of businesses for the fees, but some may be hard to uphold. Council Member Brotton asked if we can get a breakdown of fees by categories. Melody Graham will come back in August with a breakdown of revenues by type of fee. Bennett noted the problem seems to be with services, so maybe we can change the fees in that area. Council Member Plyler asked how Edward Jones would be taxed; Melody Graham said it would be based on their gross receipts.

6. TOWN HALL BUILDING COMMITTEE UPDATE

- Review, Discussion and Possible Approval of Town Hall CUP to be presented to BOA on Monday, August 6, 2012
- Consider approval of Mayor to represent Village at BOA
- Consider granting authority for Mayor to negotiate with BOA, as necessary, and agree to Conditions of up to 1% of estimated project cost (\$1.25 Million) or \$12,500
- Review, discussion and possible approval of Town Hall bid docs
- Review and possible approval of roadway improvements plans

Langen noted the property has the proper zoning, but buildings of a certain size require a CUP. Since the Village is the applicant, the Board of Adjustment will decide on the CUP. He went

over the CUP application. Council Member Brotton showed a sketch of the monument sign, Langen also asked for other signs such as directional. There is a required thirty-four foot buffer around the property, but the Zoning Administrator can make an exemption due to existing vegetation. Langen went to the property and found it heavily wooded toward Blackstone, so he proposed just buffering the parking lot. He expects to see an updated landscape plan. Mayor Horvath noted the landscaping was also a Planning Board comment. Langen said he needs a statement regarding not removing quarantined soils. There are no floodplain issues. He did not have the preliminary storm water plan, but it has been submitted to our engineer in its entirety. Council Member Plyler said the application is dated July 9, 2012; why are we just now hearing about these things. Langen replied we needed the application in time to get it to the Board of Adjustment, but one problem was the road with Aston. Mayor Horvath noted we just got the driveway plans late Thursday, upon reviewing them they show Aston piping their water over our land and he had a concern on this issue. Committee member Jeannine Kenary noted the dry pond is taking into account the future building and parking; and asked if we want to do the storm water detention for that right now. Mayor Pro-tem Ormiston noted we have incomplete documents at this point. Council Member Brotton brought up another issue; the sewer line is running close to the property line, but moving it in shortens the pipe distance and avoids cutting down trees. If we want the line to be public, and we get a grant from the County we may want it out of the tree line. Council Member Brotton made a motion to ask Board of Adjustment to move their meeting to August 20, 2012; Council Member Rosoff seconded the motion.

The motion passed unanimously.

Council Member Brotton made a motion for the Mayor to approach Aston to resolve the water issue and not pipe it through our property, and for any existing structures to be removed from our property. Mayor Pro-tem Ormiston seconded the motion.

The motion passed unanimously.

Council Member Brotton discussed project costs, the original budget is \$1.25 million, and currently we are estimating costs at \$1.35 million, however we won't have hard fast numbers until we bid it out.

Council Member Brotton said there was a question on incorporating the documents from the attorney with the AIA forms; however the architect did not have a problem with using our documents. For liquidating damages, the attorney said \$500 to \$1,000 per day is typical. The time frame for completion is whenever the town decides upon. Another issue was who obtains the builder's risk insurance; the attorney recommended we do so to gain control and also avoid any mark-up in the cost.

Council Member Brotton made a motion for the Mayor to represent the Village at the Board of Adjustment hearing on the CUP. Council Member Rosoff seconded the motion.

The motion passed unanimously.

Council Member Brotton made a motion to give the Mayor authority to negotiate up to \$12,500 in costs should the Board of Adjustment request any conditions. Council Member Plyler seconded the motion.

The motion passed unanimously.

We will hold off on the bid documents until they can be reviewed by Council Members. Attorney Sistrunk and Zoning Administrator Langen left at this point.

7. PARKS AND REC COMMITTEE UPDATE

- Consider approval of Resolution to dispose of remaining Dogwood House items by donation to non-profit

Mayor Pro-tem Ormiston said she had one reply from a person asking if citizens can buy the items. Sondra Bradford, representing Friends of Parks, said they would like to put the items up for auction or have a neighborhood sale. The funds would be invested back, they would like to partner with Parks and Rec, get direction on priorities, and get people engaged.

Council Member Rosoff made a motion to adopt Resolution 2012-07; Mayor Pro-tem Ormiston seconded the motion.

The motion passed unanimously.

Village of Wesley Chapel, NC Resolution 2012-07
Resolution Authorizing the Disposition of Certain Personal Property
By Donation to Non-profit Organization

WHEREAS the Council of the Village of Wesley Chapel, NC desires to dispose of certain surplus property of the Village;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL THAT:

1. The following described property is declared to be surplus to the needs of the Village :
Various personal property items left by the previous owner at the house in Dogwood Park, including mirrors, rugs, fireplace tools, drapes, end tables, chair, log basket, bags of clothing/blankets, bed frame and headboard, vases, weight bench, and other decorative items
2. Per NC GS 160A-280 (a) The Village Administrator is authorized to donate the described property to Wesley Chapel Friends of Parks and Recreation - Partners for Parks.
3. The Village Administrator posted a public notice summarizing the intent to donate this property on the Village website and bulletin board for five days before the adoption of this resolution.
4. The donation will be made after adoption of this Resolution.

Adopted this 24th day of July, 2012.

Mayor Brad Horvath

Attest:

Village Clerk, Cheryl Bennett

- Discuss park benches, trash receptacles, signs, amphitheater, entrance sign, restroom design theme, and fishing pier at Dogwood Park

Council Member Rosoff said there was not a lot of input on the benches and trash receptacles. It was decided to just put an allowance in the bid for the benches and trash receptacles. Mayor Pro-tem Ormiston noted we will just put up our own signs such as “no swimming” at the lake. Building materials for the signs were discussed; it was decided to go with stone and have a cohesive look. “No smoking” will be added to the sign.

The pier is not slated until fiscal year 2013/14 at which point it will most likely be provided free; a price was provided of \$21,235 if we want to purchase it. We could have the abutment built and wait and see if we can get the pier at no cost.

- Discuss House/Bathroom Status

Mayor Pro-tem Ormiston received an e-mail report from Chris Hope and he quoted \$8,500 for a design which we could put out to bid. This affects the restrooms so we need a decision. Since separate bathrooms are expected to cost up to \$80,000, the goal is to bring the house up to code and get the bathrooms for \$80,000 or less. We will have to abandon the basement and second floor of the house, so the first floor only would be usable with occupancy of 239. Mayor Pro-tem Ormiston will get a price from Chris Hope that includes mechanical and electrical systems, the roof, and construction management.

8. REVIEW AND CONSIDER APPROVAL OF PROJECT MANUAL COVERING BID DOCS

These documents will be used for all future projects. Mayor Pro-tem Ormiston made a motion to approve the bid documents, version 4, July 20, 2012; Council Member Rosoff seconded the motion.

The motion passed unanimously.

9A. SAFETY COMMITTEE UPDATE / NATIONAL NIGHT OUT ON AUGUST 7, 2012

Council Member Plyler said there has been a lot of interest in National Night Out and there will be many safety demos. The event is 7 – 9 pm.

9B. YOUTH COUNCIL COMMITTEE UPDATE

- Recognition of Outgoing Members (Graduating Seniors)
- National Night Out Participation

Mayor Pro-tem Ormiston noted five of the committee members are off to college. She will present them certificates of appreciation at National Night Out, where they will do a hotdog sale.

10. CONSIDER APPROVAL OF FISCAL YEAR 2011-2012 AUDIT CONTRACT

Council Member Plyler asked if the audit could be bid out. We would have to start that process in January 2013 for the year 2012-13 audit. Council Member Rosoff made a motion to approve the audit contract with Robert M. Burns, CPA for \$5,750. Mayor Pro-tem Ormiston seconded the motion.

The motion passed unanimously.

11. DISCUSSION ON STAFF ALLOCATION INCLUDING CONSIDERATION OF CURRENT STAFF WORKLOAD AND BACK-UP

2012.07.24 minutes

Item was tabled.

12. REVIEW ADVANCE PRIORITIES AND FURTHER RANK IN ORDER OF IMPORTANCE / FEASIBILITY

Item was tabled.

13. DISCUSSION AND POSSIBLE APPROVAL OF A POLICY AROUND SEMINAR ATTENDANCE

Item was tabled.

14. ADJOURNMENT

Council Member Brotton made a motion to adjourn; Council Member Rosoff seconded the motion.

The motion passed unanimously.

Respectfully submitted,

Cheryl Bennett, Clerk

Mayor Brad Horvath