

MAYOR Geno Martini

CITY COUNCIL
Julia Ratti, Ward I
Ed Lawson, Ward II
Ron Smith, Ward III
Mike Carrigan, Ward IV
Ron Schmitt, Ward V

CITY ATTORNEY Chet Adams

REGULAR CITY COUNCIL MEETING MINUTES 2:00 P.M., Monday, June 25, 2012

City Council Chambers, Legislative Building, 745 Fourth Street, Sparks, Nevada

1. Call to Order (Time: 2:02 p.m.)

The regular meeting of the Sparks City Council was called to order by Mayor Geno Martini at 2:02 p.m.

2. Roll Call (Time 2:02 p.m.)

Mayor Geno Martini, Council Members Julia Ratti, Ed Lawson, Ron Smith, Mike Carrigan, Ron Schmitt, City Manager Shaun Carey, City Attorney Chet Adams and City Clerk Linda Patterson, PRESENT.

Staff Present: Neil Krutz, Andy Flock, Steve Keefer, Adam Mayberry, Tracy Domingues, John

Martini, Dan Marran, Chris Cobb, Mark Meranda, Shauna Nelson, Rich Brown, Cheryl Valdez, Jeff Cronk, Tanjia Ramociotti, Steve Driscoll, Armando Ornelas,

Ron Korman, Stacie Hemmerling and Tim Thompson.

Invocation Speaker (Time: 2:03 p.m.)

The invocation was given by Sparks City Clerk Linda Patterson.

Pledge of Allegiance (Time: 2:04 p.m.)

The Pledge of Allegiance was led by Council Member Ron Smith.

Comments from the Public (Time: 2:04 p.m.)

None

Approval of the Agenda (Time: 2:05 p.m.)

Consideration of taking items out of sequence, deleting items and adding items which require action upon a finding that an emergency exists.

A motion was made by Council Member Ratti, seconded by Council Member Schmitt, to approve the agenda with Item 4.3 prior to 4.2 per Mayor Martini's request. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Passed unanimously.

Recommendation to Approve Minutes of June 11, 2012 (Time: 2:05 p.m.)

3.1 Consideration and possible approval of the minutes of the Regular Sparks City Council meeting of June 11, 2012.

A motion was made by Council Member Lawson, seconded by Council Member Smith, to approve the minutes of the Regular Meeting of June 11, 2012 as outlined by staff. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Passed unanimously.

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4. <u>Announcements, Presentations, Recognition Items and Items of Special Interest</u>

(Time: 2:06 p.m.)

4.1 Commendation for Adam Mayberry's retirement from the Secret Witness Board of Directors (Time: 2:14 pm)

Mayor Martini joined with Chairman of the Board of Directors of Secret Witness Ken Lightfoot and the Sparks City Council in commending Adam Mayberry for 3 years of service to the Secret Witness Program.

4.2 Presentation by Jay Aldean regarding the Flood Project (Time: 2:18 pm)

The Truckee River Flood Management Authority's (FMA) Executive Director Jay Aldean stated the FMA made great progress and will be receiving funding and land assets on Thursday, June 28, 2012 which includes \$3 million into the checking account and \$13 million into the reserve investment accounts. In addition, the Corps of Engineers is once again working on this project. Mr. Aldean presented the Five Year Planning Strategy including the following information:

Reveal 5-year Planning Strategy

- Timelines & Milestones
- Future Key Decisions
- Revised LPP

Explain Cash Flow Impacts:

- Virginia Street Bridge
- North Truckee Drain
- Preliminary Engineering Requirements

4 Critical Processes to Monitor

2 Important Decisions

- Rate Process
- Public Outreach Effort
- Engineering & EIS development for Rev LPP
- Project Authorization Process the Corps
 - What Project Will We Build?
 - Ultimate Decision Stay with the Corps?

What Project Will We Eventually Build?

117 year - Current LPP

- Too Expensive
- B/C ratio < 1

Corps' 50 year

Does not accomplish community goals

100 year - Revised LPP

To Build a Project - We Need Rates

- Have Limited Funds to do Current TRAction Projects
- Not Enough Cash Flow to Construct Future Project Elements
- Need to Reserve Funding to Develop a Revised LPP

Objectives of a Revised LPP

- Provide 100-year Protection
- B/C > 1 (by Corps' Method)
- Affordable
- Meets Local Flood Protection Goals
- Could be Built either by:
 - Corps

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Locals

Two Paths to Construction – if:

- 1. Congress Authorizes Revised LPP
 - A. Move Forward on Corps Path
- 2. Congress Authorizes the 50-year Plan
 - A. Decide to Continue with Corps, or
 - B. Decide to Build Project Locally

Summary of Individual Path Benefits

- Local Path
 - Construction may begin earlier
 - Overall construction period shorter
- Corps Path
 - \$200 \$250 M Federal Funds
 - Corps manages design and construction phases

North Truckee Drain construction begins @ same time in either case - 2016

Cash Flow Supports Timelines

- Modeled a 5-Year Cash Flow
- · Implementing rates is key
- Proposed Budget Changes to:
 - → Professional Services
 - → Capital Projects
- Recommend postponing other Capital Projects

Changes to Professional Services

	App FY13 (\$)	Rev FY13 (\$)
Engineering Services		
- Information for the Rate Plan	0	300,000
- Document the Rev LPP & EIS	0	5,000,000
Public Outreach Materials	0	150,000
Case Preparation for Rate Proceeding & Judicial Review	0	53,000

Capital Projects

Projects in 5-yr Plan (funding for 3 years shown)	App FY13 (\$)	Rev FY13 (\$)	FY 14 – 15 (\$)
Tracy Restoration	1,500,000	1,500,000	
Virginia Street Bridge	0	500,000	7,000,000
North Truckee Drain*	0	0	0
McCarran Stub Out	100,000	100,000	0
Hidden Valley – Home Elevation	0	0	1,870,000
Undesignated	11,941,265	0	0

Wrap Up

- Explained Reasons for Revising the LPP
 - Suggested the LPP should Provide 100-Yr Protection
 - Outlined the Process to Follow
- Explained new Strategy to Interface with the Corps
 - Identified 2 Paths With & Without the Corps
- Introduced the Need for Significant Effort in Local Preliminary Engineering
- Explained the Timing of Critical Processes

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- Rates
- Public Outreach
- Engineering
- Introduced Implications of Cash Flow
 - Noted Staff Recommendations for FY13 Budget

Seek Board Commitment & Approval:

- Direction To Proceed w/ Revising the LPP
- Approval on "Going Forward" Strategy
- Direction to bring back Budget Revisions
- Direction to bring back Professional Services Recommendations

Discussion was held on the dual process between the 50 year flood plan from the Corps for \$1.4 million and the 100 year plan by the TMFMA for approximately \$5 million. City of Sparks has been engineering the North Truckee Drain Project and will begin building in March 2013 using the fees currently being collected from Sparks' residents.

4.3 Proclamation to the Reno-Sparks Convention & Visitor Authority for Social Media Day (Time: 2:53 pm)

Mayor Martini proclaimed June 30, 2012 "Social Media Day" celebrating digital media and the technological advancements that enable us to connect with real-time information, share ideas, speak to the issues and have our voices heard around the globe and presented the Proclamation to Jeremy McRoberts from the RSCVA.

5. Consent Items (Time: 2:57 pm)

A motion was made by Council Member Schmitt, seconded by Council Member Carrigan, to approve Consent Items 5.1 through 5.6, and 5.8 through 5.11 as submitted, with Item 5.7 being reviewed separately. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Passed unanimously.

5.1 Report of Claims and Bills approved for payment and appropriation transfers for the period May 24, 2012 through June 6, 2012. (FOR POSSIBLE ACTION)

An agenda item from Finance Manager Jeff Cronk recommending the City Council approve the report of claims and bills as presented in the staff report.

5.2 Consideration and possible approval of an application for a Gaming license for Mountain Notions, Inc., dba Jazz, A Louisiana Kitchen, located at 1180 Scheels Dr., Ste. B-111, Sparks, NV submitted by Mr. Victor Bennett Allred. (FOR POSSIBLE ACTION)

An agenda item from police Chief Steve Keefer recommending approval of Mr. Allred's application for a Gaming license for Mountain Notions, Inc., dba Jazz, A Louisiana Kitchen, located at 1180 Scheels Dr., Ste. B-111, Sparks, NV contingent upon the location being inspected and approved by every city, county, district, and state agency having jurisdiction over the matter and upon fingerprints being returned from the FBI that do not reflect any disqualifying arrests/convictions.

5.3 Consideration and possible approval of an Interlocal Cooperative Agreement with the Regional Transportation Commission of Washoe County for the

application of slurry seal on the local roadway network in the amount of \$220,000. (FOR POSSIBLE ACTION)

An agenda item from Transportation Manager Jon Ericson recommending approval of the Interlocal Cooperative Agreement. The RTC prepares and administers a Preventative Maintenance, Slurry Seal Program that provides a surface slurry treatment to candidate streets included in the Regional Transportation Plan. By joining with the RTC program the city is able to take advantage of the contract quantity which provides competitive pricing for the local roadway preventative maintenance program. There is no impact to the general fund.

5.4 Consideration, discussion and possible approval of a Reversion to Acreage Map for Cameron Bartl. (FOR POSSIBLE ACTION)

An agenda item from Assistant Community Services Director John Martini recommending approval of the reversion to acreage map for property located at 445 7th Street. The reversion to acreage map has been reviewed by the Community Services Department and has been found to be acceptable. There is no general fund impact.

5.5 Consideration and possible approval of the City Hall Main Bathroom ADA Remodel Project, to Reyman Brothers Construction in the total amount of \$69,776. (FOR POSSIBLE ACTION)

An agenda item from Capital Projects Manager Chris Cobb recommending approval of the City Hall Main Bathroom ADA Remodel Project to Reyman Brothers Construction in the total amount of \$69,776. This project will bring the existing lobby bathrooms up to ADA compliance and improve the functionality, efficiency, and aesthetics of the front bathrooms at City Hall. There is no impact to the general fund.

5.6 Consideration and possible award of a contract for the Rock Blvd and McCarran Bridge pathway replacement, informal quote to Anchor Concrete, in the amount of \$50,990.00. (FOR POSSIBLE ACTION)

An agenda item from Assistant Director of Community Services John Martini recommending award of the Rock Blvd and McCarran Bridge pathway replacement informal quote to Anchor Concrete. This project will replace the existing river bike path under the bridges at Rock Blvd and McCarran Blvd with concrete. The general fund budget will not be impacted.

5.7 Consideration and possible approval to award a contract to MIG in the amount of \$95,660.00 in response to RFP #11/12-015. (FOR POSSIBLE ACTION) (Time: 2:59 pm)

An agenda item from Parks and Recreation Director Tracy Domingues recommending award of RFP #11/12-015 for the completion of the Comprehensive Parks and Recreation Plan Update to MIG. The 2012 strategic planning effort will strive to define a successful operating approach and recommend policies and funding strategies for the future. In 1995, the City of Sparks population was 59,880 which represented a 12.2% increase from 1990. Today, the City of Sparks population is approximately 93,000, a 36% increase from 1995. There is no impact to the general fund. Capital Projects Manager Chris Cobb clarified these funds were budgeted in the capital improvement project general funds.

A motion was made by Council Member Carrigan, seconded by Council Member Smith, to award RFP #11/12-015 for the completion of the Comprehensive Parks and Recreation Plan

Update in the amount of \$95,660.00 to MIG. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Passed unanimously.

5.8 Consideration and possible award of Bid #11/12-031 to Silver State International for the purchase of one cab and chassis in the amount of \$127.774. (FOR POSSIBLE ACTION)

An agenda item from Fleet and Facilities Manager Ron Korman recommending approval to purchase one cab and chassis that will be an addition to the City's fleet. A Federal CMAQ grant through the State of Nevada has allocated \$705,500 to the City of Sparks for the purchase of equipment designed to reduce air pollution emissions. Fleet Services proposes to use some of these funds to a cab and chassis that will be outfitted as a "hook truck" and will be used to haul 30 yard trash dumpsters.

5.9 Consideration and possible approval to purchase two dump beds, two slide in sander units, and two brine applicators from Jordan's Truck and Trailer Equipment / Henderson Truck Equipment in the amount of \$265,269.84. (FOR POSSIBLE ACTION)

An agenda item from Fleet and Facilities Manager Ron Korman recommending approval to purchase and install the dump bodies, slide-in sanders and slide-in brine applicators. These two units will replace two trucks that have exceeded their life cycle of 15 years. This equipment will also allow maintenance services to utilize brine to provide better snow and ice control during winter storms. There is no impact to the General Fund.

5.10 Consideration and possible approval to purchase labor and materials associated with upfit for three new police cars from Sierra Electronics in the amount of \$35,521.88. (FOR POSSIBLE ACTION)

An agenda item from Fleet and Facilities Manager Ron Korman recommending approval to purchase labor and materials related to upfitting three police cars to make them ready for service. The cost includes the lights, sirens, and other specialized equipment that the Police Department has in their cars. There is no impact to the General Fund.

5.11 Consideration and possible approval to purchase an excess insurance policy for workers' compensation to protect the financial interests of the City for the next policy periods and authorization for the Contracts and Risk Manager to execute agreements for the policy. (FOR POSSIBLE ACTION)

An agenda item from Employee and Customer Relations Manager Chris Syverson recommending purchase of an excess insurance policy for two reasons. First, it is a requirement under Nevada law to carry excess coverage in order to have a self-funded workers' compensation program. Second, the policy protects financial interests of the City against unpredictable, catastrophic losses. This agenda item authorizes the Contracts and Risk Manager to execute the necessary paperwork associated with this policy.

6. General Business

Consideration and possible approval of reappointment to the Regional Planning Commission. (FOR POSSIBLE ACTION) (Time: 3:10 pm)

Mayor Martini recommended re-appointment of Doug Voelz to the Truckee Meadows Regional Planning Commission.

A motion was made by Council Member Smith seconded by Council Member Ratti, to confirm the re-appointment of Doug Voelz to the Truckee Meadows Regional Planning Commission to a 3-year term which expires on June 30, 2015. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Passed unanimously. (Note: The motion included Tom Lean and Jackie Peterson, however, they are serving current terms and not in need of re-appointment at this time.)

6.2 Consideration and possible approval of the Mayor's recommendation of appointment to the Civil Service Commission and Sparks Park & Recreation Commission. [POSSIBLE ACTION] (FOR POSSIBLE ACTION) (Time: 3:13 pm)

Mayor Martini recommended re-appointments of Steve Burlie and Louis Daria to the Civil Service Commission and Angela Fuss and Thomas Cornell to the Sparks Park and Recreation Commission.

A motion was made by Council Member Carrigan, seconded by Council Member Schmitt, to confirm the reappointment of Steve Burlie and Louis Daria to the Civil Service Commission, and Angela Fuss and Thomas Cornell to the Sparks Park and Recreation Commission. Each of these are 3-year terms which expire on June 30, 2015. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Passed unanimously.

6.3 Consideration and possible adoption of Resolution No. 3217 to augment the 2011/2012 Rec & Parks District 1 Fund budget of the City of Sparks. (FOR POSSIBLE ACTION) (Time: 3:16 pm)

An agenda item from Budget Administrator Stacie Hemmerling recommending approval of Resolution No. 3217 which allows for a \$230,000 increase to 2011/2012 appropriations in the Rec & Parks District 1 Fund (1406) from available resources. The procedures and requirements for budget augmentations are outlined in NRS 354.598005 and NAC 354.410. The augmentation request meets those requirements.

A motion was made by Council Member Schmitt, seconded by Council Member Ratti, to adopt Resolution No. 3217 to augment the 2011/2012 Capital Projects budget of the City of Sparks Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Passed unanimously.

Consideration and possible approval to rescind the amendment to the Interlocal Governmental Agreement for the Sparks Senior Citizens Center dated July 25, 2011, between Washoe County and the City of Sparks thereby returning to the original agreement dated July 23, 1990, defining each agency's role in the center's operations located at 97 Richards Way. (FOR POSSIBLE ACTION) (Time: 3:19 pm)

An agenda item from Parks and Recreation Director Tracy Domingues recommending revocation of the amended Interlocal Governmental Agreement and return to the original agreement that included the City of Sparks to maintain the outside of the building and landscaping and Washoe County Senior Services to maintain the inside of the building and programming. Ms. Domingues provided an update of the past year with the City of Sparks participating with Washoe County to keep the Senior Center open from 9am to 5pm and she stated it has been difficult on city resources.

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Washoe County Senior Services Director Grady Tarbutton said Washoe County would ensure the facility is open from 9am to 1pm and the meal site will operate. Washoe County is looking for additional funds to have a part-time county employee at the center during the morning. There is concern with operating and securing the facility with volunteers. Council Member Ratti suggested additional efforts towards a volunteer driven operation.

Public comment was received by Shirley Hendrix, Donna Havelka, Don McMillen and Frances Warden in support of keeping the Sparks Senior Center open from 9am to 5pm.

If additional funding is approved for Washoe County Senior Services, staffing for the Sparks Senior Center would be included in the budget. Council Member Smith confirmed that the City of Sparks is not voting to close the Senior Center at 1:00. The Sparks Council is voting on whether to return the operation of the Senior Center to Washoe County with a 3-month transition. Council Member Carrigan asked what the City of Sparks could do to keep the doors open from 9am to 4pm. Washoe County Senior Services Director Grady Tarbutton and City of Sparks Parks and Recreation Director Tracy Domingues will continue to discuss options.

Council Member Larson would like a more permanent solution but it is the County's responsibility. The City of Sparks requested Washoe County include a ballot question to collect 2 cents for Senior Services. If that doesn't happen, citizens can gather signatures up to July 16 to have the question included. Council Member Schmitt expressed concern with the current flow of funding for senior services and how they support the City of Sparks. Council Member Ratti said other temporary solutions may be possible, but the only long term solution would be to get the additional 2 cent funding.

A motion was made by Council Member Carrigan, seconded by Council Member Ratti, to table this item until September to allow time for options to be explored to maintain the afternoon hours at the Sparks Senior Center. Council Members Ratti, Lawson, Smith, Carrigan, YES. Council Member Schmitt, NAY. Passed by majority.

6.5 Review, discussion and possible adoption of criteria for City sponsorship of amendments to the City of Sparks Master Plan (FOR POSSIBLE ACTION)

(Time: 3:49 pm)

An agenda item from City Planner Armando Ornelas recommending adoption of the proposed criteria. The process to amend the Master Plan can be initiated by the City of Sparks as a city sponsorship or application from a property owner for a fee of \$2500. Preparation of a Master Plan amendment requires city resources which are appropriated by the City Council. The criteria proposed in this agenda item is intended to provide guidance to the Sparks Planning Commission and city staff for determining when city sponsorship of, and therefore the use of city resources for, a proposed amendment is appropriate.

Discussion was held on the history of the Iratcabal East Area Plan. The purpose of the proposed criteria is to streamline and speed up the process for Master Plan amendments based on guidelines approved by the City Council. Council Member Schmitt requested Master Plan changes should be reviewed by the City Council. Council Member Ratti clarified that this change is an effort to move towards a more business friendly community.

A motion was made by Council Member Carrigan, seconded by Council Member Smith, to approve the proposed criteria for determining when the City should sponsor amendments to the City's Master Plan. Council Members Ratti, Lawson, Smith, Carrigan, YES. Council Member Schmitt, NAY. Passed by majority.

Consideration and possible approval of the cooperative agreement and the 2012 annual operating plan between the City of Sparks and the City of Reno on behalf of the Sparks and Reno Fire Departments. (FOR POSSIBLE ACTION) (Time: 4:18 pm)

An agenda item from Fire Chief Andy Flock recommending approval of the cooperative agreement to facilitate the rapid mobilization of fire resources within the City of Sparks and the City of Reno. The Reno Fire Department agreement provides the Sparks Fire Department with access to staffed emergency response resources, at no cost, for up to 12 hours from the beginning of an incident. It further provides for reimbursement of incurred costs past 12 hours. The reimbursement rates are agreed upon and are listed in the "Annual Operating Plan". Staff believes this agreement has a balance of billable and non billable risk.

Public comment was provided by Cathy Brandhorst.

A motion was made by Council Member Smith, seconded by Council Member Carrigan, to approve the cooperative agreement and the 2012 annual operating plan between the City of Sparks and the City of Reno on behalf of the Sparks and Reno Fire Departments. Council Members Lawson, Smith, Carrigan, Schmitt, YES. Council Member Ratti, ABSENT. Passed unanimously.

6.7 Consideration and possible approval of Amendment #6 to the Cooperative Agreement between the City of Reno, Washoe County and the City of Sparks (A-3688/3688A) for services related to the operation of the Community Assistance Center. (FOR POSSIBLE ACTION) (Time: 4:20 pm)

An agenda item from City Planner Armando Ornelas recommending approval of the proposed sixth amendment to the Cooperative Agreement between the City of Reno, Washoe County and the City of Sparks for operation of the Community Assistance Center (CAC). Amendment #6 would extend the current Agreement through fiscal year 2012-13 and specifies the funding each of the local governments will provide for CAC operations during fiscal year 2012-13. City of Sparks will contribute 15% of CDBG plus \$8,919 from the general fund to total \$95,000. The three core services receiving funding are operation of the shelters, security and the resource center.

Council Member Schmitt asked where the remainder of the CDBG funds will be spent and City Planner Armando Ornelas said it will be spent on the housing program, administration, and pedestrian improvements. Council Member Schmitt confirmed the Washoe County Human Services Consortium will be suspended as of July 1, 2012 and there will not be any funding for non-profits that have been funded in the past.

A motion was made by Council Member Schmitt, seconded by Council Member Smith, to approve Amendment #6 to the Cooperative Agreement between the City of Reno, Washoe County and the City of Sparks (A-3688/3688A) for services related to the operation of the

Community Assistance Center. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Passed unanimously.

6.8 FIRST READING, of Bill No.2645, an ordinance amending Chapter 2, Section 2.12.060 "Powers and Duties" and Chapter 12, Section 12.24.010 "Definitions"; 12.24.030 "Times When Parks Open"; and 12.24.090 "Park Rules" of the Sparks Municipal Code; and providing other matters properly related thereto. (FOR POSSIBLE ACTION) (Time: 4:33 pm)

Read by title by the City Clerk on June 25, 2012, the second reading and public hearing of this bill for its possible approval and adoption will be on July 9, 2012.

Council discussed the fee setting role of the Parks and Recreation Commission.

7. Public Hearing and Action Items Unrelated to Planning and Zoning

7.1 2nd Reading, Public Hearing, and possible approval of Bill No.2644, an Ordinance amending Chapter 15 of the Sparks Municipal Code; amending Section 15.05.100 "Adoption" and Section 15.05.108.3.9 "Energy Efficiency Inspection", to reflect the adoption of codes and local amendments; and providing other matters properly related thereto. (FOR POSSIBLE ACTION) (Time: 4:40 pm)

An agenda item from Building Official Mark Meranda recommending approval of Bill No. 2644. In May 2009, SB73 was signed into law, establishing the standards adopted by the Nevada State Office of Energy as the minimum standards for building energy efficiency and conservation. The law requires local governments to adopt and enforce the most recent version of the International Energy Conservation Code. Adoption of the proposed bill will amend, by ordinance, Title 15 of the Sparks Municipal Code to include the changes required by the State of Nevada.

A motion was made by Council Member Lawson, seconded by Council Member Schmitt, to approve Bill No.2644, an Ordinance amending Chapter 15 of the Sparks Municipal Code; amending Section 15.05.100 "Adoption" and Section 15.05.108.3.9 "Energy Efficiency Inspection", to reflect the adoption of codes and local amendments; and providing other matters properly related thereto. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Passed unanimously.

8. Planning and Zoning Public Hearings and Action Items - None

9. Comments

9.1 Comments from City Council and City Manager (Time: 4:42 pm)

Council Member Lawson congratulated Council Member Ratti and the Girl Scouts on a

successful event this past weekend.

- **9.2** Comments from the Public (Time: 4:43 pm)
- **10. Adjournment** (Time: 4:46 p.m.) Council was adjourned at 4:46 p.m.