

# CITY OF YREKA

701 Fourth Street, Yreka, California 96097



## **NOTICE OF AVAILABILITY FOR REVIEW OF ANNUAL DEVELOPMENT IMPACT FEE REVIEW REPORT FOR THE City OF YREKA**

Government Code Section 66006

Date: Tuesday, November 26, 2012

**SUBJECT: Availability for Public Review of Annual Development Impact Fee Review Report for The City Of Yreka (Government Code Section 66006).**

**CONTACT PERSON:** Rhetta Hogan, Finance Director, City of Yreka (530)841-2386

**LOCATION OF REPORT:** City Hall, City of Yreka, 701 Fourth Street, Yreka, California 96097

**This is to advise that pursuant to Government Code Sections 66006, an ANNUAL DEVELOPMENT IMPACT FEE REVIEW REPORT FOR THE CITY OF YREKA is available for viewing at the City of Yreka location referenced above.**

  
Rhetta Hogan  
Finance Director, City of Yreka

November 26, 2012

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CITY OF YREKA

**NOTICE OF PUBLIC HEARING  
AND  
NOTICE OF AVAILABILITY OF  
ANNUAL DEVELOPMENT IMPACT FEE REVIEW  
AND UPDATE OF CAPITAL IMPROVEMENT PLAN REPORT**

The Yreka City Council will hold a public hearing at 6:30 p.m., Thursday, December 20, 2012, in the Council Chambers, 701 Fourth Street, Yreka, California, on the following matter:

**RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF YREKA  
APPROVING THE ANNUAL DEVELOPMENT IMPACT FEE REPORT  
AND UPDATING THE CITY'S CAPITAL IMPROVEMENT PLAN AND  
DEVELOPMENT IMPACT FEE PROGRAM**

The Annual Development Impact Fee Review and Update of Capital Improvement Plan Report is on file in City Hall for public review. All interested persons are invited to attend the meeting and to participate in the public hearing or deliver written comments regarding the Report on or before 4:00 PM, December 20, 2012, to the following address:

YREKA CITY COUNCIL, 701 Fourth Street, Yreka, CA 96097.

Pursuant to Government Code Section 66002 a local agency which levies a fee subject to Section 66001 of the Government Code shall annual update the capital improvement plan by resolution of the local agency adopted at a noticed public hearing. Pursuant to Government Code Section 66006, a local agency which levies a fee subject to Section 66001 shall within 180 days after the last day of each fiscal year make available to the public a report providing the information set forth in Section 66006(b)(1) and shall review that information at the next regularly scheduled public hearing not less than 15 days after the information has been made available to the public.

Liz Casson  
City Clerk  
City of Yreka

November 20, 2012

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**CITY OF YREKA  
CITY COUNCIL AGENDA MEMORANDUM**

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**TO:** Yreka City Council

**PREPARED BY:** Rhetta Hogan

**AGENDA TITLE:** Adopt Resolution \_\_\_\_\_, a Resolution of the City Council of the City of Yreka approving the Development Impact Fee Reports and Updating the City's Capital Improvement Plan and Development Impact Fee Program

**MEETING DATE:** Thursday, December 20, 2012

**Annual Development Impact Fee Review:**

On November 16, 2006, the City Council adopted Ordinance 790 establishing and implementing development impact fees (DIFs) and made it a part of Title 11, Chapter 11.23. This Ordinance was amended twice, by Ordinance 795, and Ordinance 799 for technical amendments and re-titling it Municipal Utility Services, Impact and Connection Fees. Section 11.23.170 of Chapter 11.23 provides for an annual review of the capital improvement plan and an accounting of DIFs received and expended. The last report made to the Yreka City Council on December 15, 2011.

Based upon Government Code Section 66006(b), development fees must be reviewed annually and may be adjusted by the City Council after a noticed public hearing. The annual report shall include the following items.

1. A brief description of the type of fee collected;
2. The amount of the fee;
3. The beginning and ending balance of each type of fee held by the City;
4. The amount of fees collected and the interest earned;
5. An identification of each public improvement and the amount expended;
6. An identification of the approximate date by which the construction of the public improvement will be complete;
7. A description of each interfund transfer or loan made; and
8. The amount of refunds made (none reported).

As required by the Government Code, this information must be made available to the public through posting of a draft of this report. Upon the completion of a fifteen day review period, Council will be asked to accept and file the report.

It is important to note, that none of the funds have been held by the City for five or more years and that all past and planned expenditures are contained in the Master Facility Plan and are consistent with the community's goals, or have been programmed to be funded from sources other than DIF's.

**ALTERNATIVES/OPTIONS:** This item is presented for review as required by the Government Code to provide information to the public concerning collections and expenditures of Development Impact Fees (AB 1600 Fees). As long as the City maintains these fees, this annual review will be required.

**Update of Capital Improvement Plan:** Pursuant to the provisions of Government Code Section 66002(b), the capital improvement plan adopted by the City by Resolution 2615 approving the Development Impact Fee Study shall be annually updated at a noticed public hearing. The Capital Improvement Plan, Capital Needs Prioritization was updated as of November 9, 2012 by Public Works and is attached hereto as Attachment 4, which is being present in addition to capital needs identified on the original report .

**Discussion:**

When the City Council adopted the Development Impact Fees Report, Yreka City Council made findings as follows:

1. There is a reasonable relationship between the need for the described public facilities and the impacts of the various types of development, and,
2. there is a reasonable relationship between the fees use and the type of development for which the fee is charged, and
3. the cost estimates set forth in the Master Facilities Plan are reasonable cost estimates for constructing these facilities, and that the fees to be generated by new development will not exceed the total of these costs.

The attached Resolution reaffirms these findings.

- Since the last report submitted to City Council on December 15, 2011, no other change of circumstance has occurred since the Capital Improvement Plan and Development Impact Fee program were adopted.
- Neither General Plan designations nor growth projections in the City have materially changed in the last year.
- The remainder of the public facilities identified in the Development Impact Fee Report are still required to serve the needs which will be created by new development in the City.
- A relationship between the need for such public facilities, the amount of fees necessary to fund development of such facilities, and the impacts of development for which the fees are charged has remained unchanged from when these programs were adopted.
- There have been duly authorized index adjustments of the cost of the public improvements and the fee amounts made pursuant to YMC Section 11.23.180.
- Gov Code Section 66006(b), which requires the Annual Review report of AB 1600 fees be made within 180 days after the last day of each fiscal year and that it be reviewed by the City Council **at the next regularly scheduled public meeting not less than 15 days** after the information is made available to the public. The update of the capital improvement plan can be by resolution, but must occur at a

noticed public hearing (one newspaper publication of the notice 10 days prior to the public hearing.) Gov. Code Section 66002. The update of the capital improvement plan and approval of the DIF fees report can occur at the same time. Legal notice will be published for public hearing on Monday, November 26, 2012 for the Capital Improvement Plan review updated December 2012.

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**Financial:**

- Collection of Development Impact Fees provides revenue necessary for the City ultimately to fund the construction of the public improvements contained in the City's adopted Capital Improvement Plan.
- The City Council may review the phased in fee implementation schedule every six months, and the council may, in its discretion, set fees up to the full amounts of the fees as set forth in the City of Yreka Impact Fee Report, which fee modifications, if adopted, shall be effective six months after the order of the city council.
- It is anticipated that interfund loans between fee accounts have been and may be made during the next review period for the purposes of funding the construction of the improvements discussed in this report.
- Discussion and direction to staff topics bring back to the Council at a future meeting several horizon issues related to the rate and collection of DIF Fees.

**ATTACHMENTS:**

Attachment 1: Original AB 1600 Development Fee Project Improvements by Impact;  
Attachment 2: Description of AB 1600 Development Fee Types;  
Attachment 3: Schedule of AB 1600 Development Fee Collections and Disbursements;  
Attachment 4: Capital Improvement Plan – Capital Needs Prioritization updated as of December 2010;  
Attachment 5: Resolution Of The City Council Of The City Of Yreka Updating The City's Capital Improvement Plan And Development Impact Fee Program as shown in Attachment 4.

**Recommendation:** It is recommended that the City Council:

Adopt resolution \_\_\_\_\_, a Resolution of the City Council of the City of Yreka approving the Development Impact Fee Reports and Updating the City's Capital Improvement Plan and Development Impact Fee Program.

Approved by: \_\_\_\_\_  
Steven Baker, City Manager

## Attachment 1

## City of Yreka

## Original Schedule of Developer Impact Fee Improvements by Impact

<b>Fee Summary</b>		<b>Fee Per Unit/Due</b>	<b>Six Months (25%)</b>	<b>One Year (50%)</b>	<b>After One Year (100%)</b>
4.1	City Buildings	\$792	\$198	\$396	\$792
4.2	Park Facilities	\$1,821	\$455	\$911	\$1,821
4.3	Police Department	\$683	\$171	\$342	\$683
4.4	Fire Department	\$35	\$9	\$17	\$35
4.5	Storm Drainage	\$99	\$25	\$49	\$99
4.6	Street Improvements	\$539	\$135	\$270	\$539
4.7	Wastewater System	\$1,486	\$371	\$743	\$1,486
4.8	Water System	\$5,132	\$1,283	\$2,566	\$5,132
<b>Totals</b>		<b>\$10,587</b>	<b>\$2,647</b>	<b>\$5,294</b>	<b>\$10,587</b>

<b>Table 4.1-1 City Buildings</b>			
<b>Item</b>	<b>Sq. Ft.</b>	<b>\$ per Sq. Ft</b>	<b>Total</b>
Expanded City Offices	2,000	\$200	\$400,000
Expanded Public Works Building	2,000	\$200	\$400,000
<b>Total</b>			<b>\$800,000</b>

<b>Table 4.2-1 Basic Neighborhood Park Average Cost Estimate</b>			
<b>Item</b>	<b>Unit</b>	<b>Unit Cost</b>	<b>Total Cost</b>
Acquisition (1)	5 acres	60000	\$300,000
Right of Way Improvements			
Curb, Gutter, Sidewalk	467 lineal ft.	45	\$21,015
Parking Lane, One Travel Lane --	217,800 square ft.	4	\$871,200
Pave-out			
Landscaping	217,800 square ft.	1	\$217,800
Irrigation	217,800 square ft.	1	\$217,800
Parking Area	15,000 square ft.	4	\$60,000
Restrooms	1 each	150000	\$150,000
Play Equipment	1 each	45000	\$45,000
Ball Field	1 each	25000	\$25,000
Soccer Field	1 each	10000	\$10,000
Benches/Bike Racks	6 each	500	\$3,000
Garbage Cans	6 each	200	\$1,200
Lighting (security)	6 each	1500	\$9,000
Sidewalks/Paths (miscellaneous)	140 lineal ft.	25	\$3,500
<b>Total</b>			<b>\$1,934,515</b>

(1) Acquisition of parcel on West street to "square" out Miner Street Park \$81,114

Attachment 1  
continued

<b>Table 4.3-1 Police Department Needs</b>			
Item	Sq. Ft.	\$ per Sq. Ft.	Total
Expanded Police Building + Secure Parking Area (1) (parking area secured by perimeter fencing \$20,751)	2760	200	\$552,000
Secure outdoor area at \$50 per sq. ft.	2760	50	\$138,000
<b>Total</b>			<b>\$138,000</b>

(1) Work completed in 2011-2012 for perimeter fencing of parking area, transfer of fee revenue for backfill of \$20,751 in 2012-2013.

<b>Table 4.4-1 Fire Department Needs</b>	
Item	Total
Fire Services Report	\$35,000
<b>Total</b>	<b>\$35,000</b>

<b>Table 4.5-1 Intersection Improvements Totals</b>	
Traffic Signal SR 3 & SR 263	\$225,000
Traffic Signal Upgrade at SR 3 & Moonlit Oaks	\$90,000
Additional Backhoe (acquired, non DIF funding 2008-09)	\$80,000
Intersection Improvements at Miner and Oregon	\$150,000
<b>Total</b>	<b>\$545,000</b>

<b>Table 4.7-2 Wastewater System Improvements</b>		
	Ultimate	General Plan Growth
Vacuum Truck (acquired 2009-10)		\$450,000
Office At Plant w/ secure storage		\$400,000
Collection System Upgrades (PW Project Ref S3 and S4)	\$829,000	\$554,000
<b>Totals</b>	<b>\$829,000</b>	<b>\$954,000</b>

Attachment 1  
continued

<b>Table 4.8-2</b>	
<b>Water System Improvements</b>	<b>Totals</b>
	<i>General Plan Growth</i>
New Filter Control Panel (USDA COP 2010 in progress)	\$75,000
Additional Booster Pump (USDA COP2010 in progress)	\$170,000
Stage 1 Water Treatment Plant Booster Pump Station (USDA COP2010)	\$1,100,000
Add Two Filters to Water Treatment Plant (USDA COP2010 in progress)	\$600,000
Zone 2 - 2.0 MG Storage Tank (USDA COP 2010 in progress)	\$1,660,000
Zone 1 Supply Improvements from Foothill Dr. (USDA COP2010 in progress)	\$662,000
Upgrade State Street Pumps (Improvement made 2009-10, not DIF funding)	\$63,000
Replacement Main in Hwy 3 (PW Project Ref D3)	\$560,000
Replacement Main from Deer Creek Way to Main (PW Project Ref D4)	\$144,000
Alternate Water Source Study (PW Project Ref W13)	\$150,000
<b>Totals</b>	<b>\$5,121,000</b>

Most of the improvements listed above are in progress with the USDA COP2010 Water System Improvements Project. At completion that portion attributable to developer fees based on actual costs will be paid from ree revenue collected

# City of Yreka Municipal Utility Services, Impact, & Connection Fees Worksheet

**NOTICE: Enacted by Ordinance # 792 on November 16, 2006, amended by Ordinance # 795 on February 1, 2007, and amended by Ordinance #799 on December 6, 2007, pursuant to California Government Code Section 66000.**

Impact Fee	BASE FEE
	\$ 1,695.35
1. Single Family- base fee is per dwelling unit	
2. Multiple Family-base fee is per dwelling unit.	
3. Commercial - base fee is per 1,000 sq. ft.	
4. Office/general-base fee is per 1,000 sq. ft.	
5. Industrial-base fee is per 1,000 sq. ft.	

**Phased Implementation Effective Dates:**

as of July 16, 2007 50%

**Exemptions**

- a. Alteration/renovation/expansion of residential building where no additional dwelling units are created.
- b. Expansion of commercial/industrial structure which is less than 50% of the square footage of the existing structures.
- c. Accessory building with no extra vehicle trips.
- d. Replacement structure, same size, within 3 years.
- e. Replacement mobile home.
- f. Fees pursuant to an Encroachment Permit will be charged for applicable connections only.

Impact Fee	BASE FEE
	\$605.16
1. Single Family - base fee per dwelling unit	
2. Multiple Family-base fee is per dwelling unit.	
3. Commercial - base fee is per 2,500 sq. ft.	
4. Office/general-base fee is per 2,500 sq. ft.	
5. Industrial-base fee is per 5,000 sq. ft.	

C. Park and Recreation Impact Fee	BASE FEE
	\$2,044.53
1. Single Family - base fee per dwelling unit	
2. Multiple Family-base fee is per dwelling unit.	

D. Storm Drainage Impact Fee	BASE FEE
	\$111.15
1. Single Family - base fee per dwelling unit	
2. Multiple Family-base fee is per dwelling unit.	
3. Commercial - base fee is per unit.	
4. Office/general - base fee is per unit.	
5. Industrial-base fee is per unit.	

E. Water System Impact Fee *	BASE FEE
	\$5,761.94
Base fee multiplied by household equivalent ratio from chart.	

F. Wastewater Collection System Impact Fee *	BASE FEE
	\$1,668.40
Base fee multiplied by household equivalent ratio from chart.	

**Fee Calculation Worksheet**

Name: \_\_\_\_\_

Property Address or APN: \_\_\_\_\_

**1. List the building size (sq. ft.) or # of units next to the type of proposed structure:**

single family residence	_____	sf
multi-family residence	_____	units
commercial, retail	_____	sf
office, general	_____	sf
industrial	_____	sf

**2. Water Meter Size or if no meter, water service pipe size**

\_\_\_\_\_

**3. Fees Due**

A. Public Facilities	_____
B. Streets	_____
C. Park and Recreation	_____
D. Storm Drainage	_____
E. Water *	_____
F. Wastewater *	_____
TOTAL	_____

**4. Implementation Phase Percentage**

Permit Application Date: \_\_\_\_\_

Percentage \_\_\_\_\_

Total Fee \_\_\_\_\_

\*Water and Wastewater Fees- Multiply the base fee for each premises times the Household Equivalent ratio (from chart below) based on the meter size, or if no meter is installed the water service pipe size.

Household Equivalent Ratio	Water Meter size or if no meter, water service pipe size
1	3/4 inch - SF Residential with Fire Suppression (1)
1.5	3/4 inch (Commercial)
2.5	1 inch
5	1.5 inch
8	2 inch
16	3 inch
25	4 inch
50	6 inch
80	8 inch

(1) Single Family residential home with required fire suppression system, pricing reflects pending ordinance change to SF Residential.

**TOTAL BASE FEE - Single Family Residential with a 3/4" water meter size, as required for Fire Suppression \$11,886.53**

Fee amount is due prior to issuance of building permit, encroachment permit or mobile home permit.

Attachment 3  
City of Yreka  
Utility Services, Impact and Connection Fees  
Annual Report

**FISCAL YEAR TO DATE 2011-2012**

Fee Type	Beginning Balance 7/1/11	Fees Collected	Fees Expended	Interest Allocated	Ending Balance 6/30/12
Public Facilities	101,595.73	16,334.49		2,110.57	120,040.79
Streets	16,358.28	2,513.81		337.75	19,209.84
Storm Drains	1,231.43	110.66		24.02	1,366.11
Parks and Recreation	(53,870.01)			(964.10)	(54,834.11) <sup>(1)</sup>
Water	224,428.48	17,157.36		4,323.61	245,909.45
Sewer	(258,076.64)	4,968.00		(4,529.83)	(257,638.47) <sup>(2)</sup>
	<u>2,744.74</u>	<u>41,084.32</u>	-	<u>1,302.02</u>	<u>74,053.61</u>

(1) Interfund Borrowing from GF Capital Reserves (purchased S. West St. property adjacent Miner St. Park)

(2) Interfund Borrowing from Sewer Capital Reserves (purchased Sewer Vacuum Truck 2009-10)

(3) Transfer of \$20,751 DIF in 2012-2013 for YPD Parking Lot improvements completed 2011-2012.

Attachment 4  
2011-2012 Annual DIF Report  
City of Yreka Department of Public Works

Priority Code	Impr. #	Improvements Done (2007 to 2012) In Budget This FY	Dec 2012 Estimated Cost (Computer Director proposes 11-9-12)	Comments	Proposed Funding Source
1	W4	Humbug Tank - Recoat Interior	\$77,955	Old coating beginning to fail, some pitting observed	
2	W6	Develop Alternative Water Supply	\$1,662,764	Upgrade well as an emergency supply (if feasible). Cost for Boston Shaft well. Alternative being explored.	
3	STR 1	Overlay with reinforcement fabric, 2-3"	\$7,605,414	1 14.6 miles, PCI 0 to 49	
4	SI	Inflow & Infiltration Reduction Program	\$3,699,804	Reduce .75 MGD of I&I	
5	SD 1	Curb Inlets, Construct/Reconstruct	\$161,608	4 locations	
6	SD 2	Curb & Gutter, Reconstruct	\$218,275	8 locations	
7	STR 2	Chip Seal (double)	\$3,975,005	13.9 miles, PCI 50 to 69	
8	SD 3	Box Culverts, Remove & Replace w/ Larger	\$408,217	6 locations, Humbug Cr	
9	SD 4	Headwall, 36" PVC	\$14,692	N. Gold @ school	
10	S2	Target Area General Improvements	\$3,373,821	Sewer, manholes, & lateral repairs & replacements	
11	D3	16" Main in Hwy 3 - Foothill Dr. to Deer Creek Way	\$623,633	Replace a portion of old steel piping and provide for growth north of Hwy 3 - Priority Depends on Growth	Conn. Fee (dif)
12	D4	14" Main - Deer Creek Way to Main Street	\$160,363	Provide for growth in the northwest portion of service area- Priority depends on Growth	Conn. Fee (dif)
13	STR 3	Chip Seal (single)	\$504,691	9.3 miles, PCI 70 to 90	
14	SD 5	Butte St. Drain	\$100,742	P.O. Flooding	
15	SD 6	Oregon St. Drain	\$113,335	Lawrence to Rose	
16	SD 7	Yama St. Drain	\$313,771	Discovery to Fairchild to Oak	
17	W13	Alt. Water Source Study (additional supply)	\$183,749	Investigate additional sources of new supply	Conn. Fee (dif)
18	W	Zone 3 water distribution improvements	\$2,098,800	Water tank, Barham Pump Station relocation and water pipeline between them. May be project specific.	Conn. Fee (dif)
<b>TOTAL</b>			<b>\$25,296,639</b>		

New Project	WWTP	Waste Water Treatment Plant Improvements	\$7.8 million-\$ 14.4 million	Phase 2 of WWTP expansion plan (1.4 mgd capacity)	Conn. Fee (dif)
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Ongoing Projects		Improvement	Dec 2012 Estimated Annual Cost	Comments	Proposed Funding Source
6 year completion	start now	Steel Water Main Replacement	\$157,410	The Master Water Plan has \$900,000 as a total cost. Based on recent work the cost should be reviewed.	
15 year cycle	start now	Water Meter Replacement	\$83,952	\$1,200,000 total projected cost (based on 15 yr cycle)	

Note 1: Reduced for completion of Bruce St, North St, and Broadway St overlays  
 Note 2: Projects completed as part of the Fall Creek Water System Improvements were removed from this list

## Attachment 5

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YREKA APPROVING  
THE DEVELOPMENT IMPACT FEE REPORT AND UPDATING THE CITY'S  
CAPITAL IMPROVEMENT PLAN AND  
DEVELOPMENT IMPACT FEE PROGRAM

WHEREAS, on November 16, 2006, the City Council adopted Ordinance No. 790, which implemented the City's Development Impact Fee program, and, which established the level of Development Impact Fees; and

WHEREAS, by Resolution Number 2615, the City Council had previously approved a Capital Improvement Plan for the construction of public facilities in the City as described in the City's Developer Impact Fee Study; and

WHEREAS, Yreka Municipal Code Section 11.23.170 provides for an annual review of the Capital Improvement Plan, and provides for an annual review of both the City's Development Impact Fee Program and the balance of funds currently maintained in the City's various Development Impact Fee accounts; and

WHEREAS, by Ordinance 799 adopted December 6, 2007, the City Council last approved a revision to the level of Development Impact Fees; and

WHEREAS, the documents reflecting the balance in each Development Impact Fee account, the fee, interest, and income and the amount of expenditure by public facility, and the amount of refunds made for the fiscal year have been available for public review as required by law.

NOW, THEREFORE, it is hereby resolved by the City Council of the City of Yreka, California, as follows:

1. The City Council finds that there are no Development Impact Fees remaining unexpended or uncommitted in its account five (5) or more years after deposit of the fee.
2. The City Council finds that new development in the City will generate additional demands on public facilities throughout the City, and will contribute to the impact upon public facilities.
3. The City Council approves the estimated costs of the capital improvements described in the Capital Improvement Plan, attached hereto as Attachment 1, and as described in Resolution 2615, and determines that there is a continued need for these improvements and that there is a reasonable relationship between such need and the impacts of development for which the fees are charged.
4. The City Council finds that there is a reasonable relationship between the fees' use and the type of development for which the fees are charged, as these reasonable relationships are described in more detail in the City's Development Impact Fees Program and Capital Improvement Plan.

5. The City Council finds that the fees expected to be generated by new development will not exceed the costs for construction of public facilities set forth in the City's Capital Improvements Plan as set forth in the Developer Impact Fee Study.
6. The City Council approves the City's Capital Improvement Plan as set forth in the Developer Impact Fee Study with the additions identified in Attachment 4, attached to this Resolution and made a part hereof by this reference.
7. The City Council approves the City's adopted Development Impact Fee Program without change except for (a) the automatic adjustment of the amount of said fees pursuant to YMC Section 11.23.180.
8. The City Manager is hereby authorized to initiate any loans between fee accounts which may be necessary during the next review period for the purpose of funding the construction of the improvements discussed in the Annual Review Report.

Adopted this 20th day of December 2012, by the following called vote:

AYES:

NOES:

ABSENT:

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
David Simmen, Mayor

Attest: \_\_\_\_\_  
Elizabeth E. Casson,  
City Clerk