

CITY OF WESTLAKE



MINUTES

City Council Regular Meeting - DRAFT Monday, February 08, 2021 at 6:30 PM

This meeting took place at the **Westlake Community Center/City Council Chambers** located at **4005 Seminole Pratt Whitney Road, Westlake, Florida, 33470** and publicly viewed **Via Communications Media Technology**. Members of the public participated in the meeting through electronic means with access as follows:

1. Webex meeting from computer, tablet or smartphone at the following link:
<https://cityofwestlake.my.webex.com/>

Meeting ID: 132 296 9946

Password: hello

2. Participants may also dial in using your phone with any of the following number(s):

United States Toll: +1-408-418-9388

Meeting ID: 132 296 9946

CITY COUNCIL:

Roger Manning, Mayor
Katrina Long Robinson, Vice Mayor
Patric Paul, Council Member – Seat 1
Kara Crump, Council Member – Seat 2
JohnPaul O'Connor, Council Member – Seat 3

CITY STAFF:

Ken Cassel, City Manager
Pam E. Booker, City Attorney
Zoie P. Burgess, City Clerk

A Regular meeting of the City Council of the City of Westlake was held on Monday, February 08, 2021 at 6:30 PM., at the Westlake Community Center, 4005 Seminole Pratt Whitney Road.

As a preliminary matter, Ms. Burgess noted that Mayor Roger Manning, Vice Mayor Katrina Long-Robinson, Councilman Patric Paul, Councilwoman Kara Crump, Councilman JohnPaul O'Connor were present physically.

Ms. Burgess noted that Planning & Zoning Director Nilsa Zacarias, City Manager Kenneth Cassel and City Attorney Pam Booker, were present physically. City Engineer Suzanne and City Clerk Zoie Burgess were present via communications media technology.

Ms. Burgess identified the presentation speaker, Mr. Jason Link of the School District of Palm Beach County attending via communications media technology and confirmed if able to speak and hear.

Ms. Burgess identified the applicant speaker, Mr. Donalson Hearing, of Cotleur & Hearing attending via communications media technology and confirmed if able to speak and hear.

Ms. Burgess provided further instruction regarding public comments, noting that comments will be acknowledged by the Mayor and accepted at the appropriate times as indicated in the Agenda and those who wish to speak may use the "virtual" hand raise feature.

Ms. Burgess provided the disclaimer that the meeting is being recorded by both voice and video, reminding the audience that microphones are live. Ms. Burgess further explained that microphones will be muted; audience members have the ability to unmute themselves and anyone that has called in should mute their device. Ms. Burgess noted that anyone causing a disruption or being inappropriate will be removed from the meeting.

Ms. Burgess reminded Council Members physically present to utilize microphones for a clear record of the proceeding.

CALL TO ORDER

Mayor Manning called the City of Westlake Regular City Council meeting of February 08, 2021 to order at 6:32 PM.

ROLL CALL

Present and constituting a quorum:

Councilman JohnPaul O'Connor
Councilwoman Kara Crump
Councilman Patric Paul
Vice Mayor Katrina Long-Robinson
Mayor Roger Manning

Also, present:

Kenneth Cassel, City Manager
Pam E. Booker, Esq. City Attorney
Zoie P. Burgess, CMC, City Clerk - Present via communications media technology
Nilsa Zacarias, Planning & Zoning Director
Suzanne Dombrowski, City Engineer - Present via communications media technology

PLEDGE OF ALLEGIANCE

Mayor Manning led the Pledge of Allegiance.

ADDITIONS, DELETIONS OR MODIFICATIONS, AND APPROVAL OF AGENDA

Mayor Manning called for any additions, deletions or modifications to the Agenda.

Motion by Vice Mayor Long-Robinson to approve Agenda, seconded by Councilman O'Connor.

UPON ROLL CALL:

Councilman Paul	YES
Councilwoman Crump	YES
Councilman O'Connor	YES
Vice Mayor Long-Robinson	YES
Mayor Manning	YES

With all in favor, motion carried without dissent (5-0)

PUBLIC COMMENTS AND REQUESTS- (OPEN FORUM NON-AGENDA ITEMS)

This section of the agenda allows for comments from the public to speak on any item not presented on the agenda. Each speaker will be given a total of three (3) minutes to comment. A public comment card should be completed and returned to the City Clerk. When you are called to speak, please go to the podium, and prior to addressing the Council, state your name and address for the record.

Ms. Burgess noted that a public comment card was received prior to the meeting.

Kenny Smith - 16079 Whipoorwill Circle - Inquired when the gas trailers will be removed, and when will the lines be tapped into the main pipeline.

Mr. Cassel provided an update from Florida Public Utilities (FPU), advising that they are waiting on a permit from Palm Beach County and identified the locations for which permits have been obtained for. He noted that FPU has an extension until June and should make their June date to be off of the tanks once the County issues the permits.

Carlos Aldana - 16204 Sand Shore Drive - Inquired on the grants for new residents to purchase a home in the City. He is requesting the City to consider increasing the cap limit for families with five (5) members or more in order to qualify for assistance with home purchasing.

Ms. Burgess gave the virtual participants a moment to raise a virtual hand or unmute their devices and provided a reminder to state name and address.

There being no further comments, the next item followed.

CONSENT AGENDA

This section of the agenda consists of routine or administrative items that require final approval by the City Council and may be approved in its entirety by a single motion. There will be no discussion of these items unless a City Council Member requests such, in which event, the item will be removed from the Consent Agenda and considered on a future agenda.

A. Approval of Meeting Minutes

1. January 11, 2021 - Regular Council Meeting Minutes - DRAFT

B. Approval Finance Statement

1. Financial Statements as of December 31, 2020

Mayor Manning introduced the Consent Agenda Item.

Motion by Councilman O'Connor to approve Agenda, seconded by Vice Mayor Long-Robinson.

UPON ROLL CALL:

Councilwoman Crump	YES
Councilman O'Connor	YES
Vice Mayor Long-Robinson	YES
Mayor Manning	YES
Councilman Paul	YES

With all in favor, motion carried without dissent (5-0).

PRESENTATIONS/PROCLAMATIONS

A. Palm Beach County School District Attendance Zones

Presented By: Jason Link, Manager, School Enrollment & Demographics

Mayor Manning introduced Presenter Jason Link of the Palm Beach County School District.

Jason Link, Manager, School Enrollment & Demographics presented a PowerPoint presentation titled Palm Beach County School District Attendance Zones. He mentioned the planned new schools for the area which include an elementary school estimated 2027 and a new high school estimated to open 2028 based on enrollment trends.

Mr. Link pointed out an attendance zone change that took place during the 2017/2018 school year prior to homes being built in Westlake; and explained the process for establishing attendance zone changes.

Councilman O'Connor inquired if any of the subdevelopments will be split for different schools.

Mr. Link responded no sub-divisions will be split amongst two elementary schools.

Councilman O'Connor asked what where the greatest challenges faced when drawing out zones for Westlake.

Mr. Link said that knowing that there are other large-scale developments to the South of Westlake. The School District had to utilize the capacity of the existing schools.

Mr. Cassel mentioned that the City's GIS Department has been working with Mr. Link and his department to ensure that they have real-time data as the City receives it.

Mr. Link said that the data that the City is providing is helpful and critical.

Ms. Burgess stated that the presentation will be made available via video and a copy could be obtained from the City Clerk's Office.

Darline Karbowski - 5948 Buttonbush Drive- Ms. Karbowski said that parents started reaching out to her to obtain boundary information as they were moving into Westlake. She reached out to Mr. Link for contact information and he was able to assist with providing contact information. She mentioned that Acreage Pines Elementary has 20% of Westlake students and they will continue to take as many students as possible.

Jennifer Bermudez - 16091 Whipoorwill Circle- Ms. Bermudez inquired to what determined estimated timeframes for schools in the year 2027 and whether the timeframe can be pushed up.

Mr. Link responded that this is part of the Capital Plan. He said that Westlake is growing quickly, and the District analyzes the projected needs before building schools. He noted that the District has to

ensure that capacity has been met and surrounding schools are utilized in order to justify and commence construction for a new school. The dates are not set-in stone and are adjusted annually.

PUBLIC HEARING

- A. A Resolution for the Final Plat Orchards of Westlake Phase I

Submitted By: Engineering

RESOLUTION 2021-03

A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, APPROVING THE FINAL PLAT FOR ORCHARDS OF WESTLAKE PHASE I, BEING PORTIONS OF SECTIONS 5, 6, 7 AND 8, ALL IN TOWNSHIP 43 SOUTH, RANGE 41 EAST, CITY OF WESTLAKE, PALM BEACH COUNTY, FLORIDA, PROVIDING FOR RECORDATION, PROVIDING FOR AN EFFECTIVE DATE.

Mayor Manning Introduced item, Resolution 2021-03 - POD S The Orchards - Plat Phase I

Donaldson Hearing, Cotleur & Hearing on behalf of applicant presented a Power Point Presentation of Pod S - The Orchards- Plat Phase I.

Mr. Cassel advised that the Seminole Improvement District (SID) approved the Plat during the meeting held this afternoon at 4 p.m.

Ms. Burgess read into record, by title only, Resolution 2021-03.

Mr. Cassel advised that all of the lakes for POD S will be processed during the first phase along with the entire drainage system.

Motion by Councilwoman Crump to approve Agenda, seconded by Councilman Paul.

UPON ROLL CALL:

Councilman O'Connor	YES
Vice Mayor Long-Robinson	YES
Mayor Manning	YES
Councilman Paul	YES
Councilwoman Crump	YES

With all in favor, motion carried without dissent (5-0).

- B. **FIRST READING:** An Ordinance to be known as the "Noise Ordinance"

Submitted By: Legal

ORDINANCE 2021 - 01

AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA TO INCLUDE A SECTION TO BE KNOWN AS THE "NOISE ORDINANCE" PROVIDING FOR TITLE; DECLARATION OF LEGISLATURE FINDING; DECLARATION OF INTENT; DEFINITIONS; MAXIMUM PERMISSIBLE SOUND LEVELS, GENERAL PROHIBITIONS; SPECIFIC PROHIBITIONS; VARIANCE PROCEDURE; EXEMPTIONS; PUBLIC NUISANCE/INJUNCTIVE RELIEF; OTHER REMEDIES; PROVIDING FOR SEVERABILITY OF INVALID PROVISIONS; PROVIDING FOR REPEAL OF CONFLICTING LAWS; PROVIDING AN EFFECTIVE DATE.

Mayor Manning Introduced item, Resolution 2021-01 - Noise Ordinance.

Ms. Booker advised that this is a typical ordinance and it addresses some of the nuisance noise sounds within a residential community.

Councilman O'Connor inquired on the decision of Decibel (dB) levels.

Ms. Booker advised that she looked at the dB levels for the Town of Jupiter.

Councilman O'Connor mentioned that the Town of Jupiter has a dB level of 75 for public events which is the main concern. His vision for the City is to have outdoor events. He asked whether the City is able to issue a special permit for events that exceed the noise levels.

Ms. Booker responded yes. These request for permits can come before the Council if there is an event that will exceed the dB levels for approval.

Councilman O'Connor mentioned that the Palm Beach County Noise Ordinance levels are measured from the complaint's location for a nuisance call not at the actual location and he does not see this addressed in the ordinance for the City.

Ms. Booker said that this is at their discretion and the question was raised with the County in terms of how the noise level is measured. There are certain distance measures in the ordinances, and they will be able to use those measures as well.

Councilman O'Connor said that the actual specifics of the dBs need to be looked into as they are low. Some of the language in the ordinance seems like over governance and he wants to caution that the City does not get away from attracting fun commercial venues.

Councilman Paul inquired on the time restrictions.

Councilman O'Connor responded 7 p.m. to 11 p.m., and the dBs are adjusted by 10 dBs which is low.

Councilman Paul said that he would not disagree as long as the dB levels are discussed.

Vice Mayor Long requested that Councilman O'Connor and Legal review the dB levels.

Ms. Booker said that the dB levels can be increased, and Legal is open to making changes.

Councilman Paul requested for dB level examples be provided to the Council.

Captain Turner inquired on the enforcement actions to be taken for the noise problems. He said that the Palm Beach County Sheriff's Office does not have noise decibel meters to measure levels, as this is usually handled by Code Enforcement to act on for noise complaints. This needs to be established before moving forward.

Further Council discussion.

Mayor Manning inquired if noise complaints have been reported for Westlake.

Captain Turner responded no.

Councilman Paul inquired if the dB levels are included for fireworks.

Ms. Booker responded that this would be an event in which a special permit would need to be requested.

Vice Mayor Long-Robinson recommended conversations be held between Councilman O'Connor, Legal and Captain Turner.

Mayor Manning inquired if there is a suggestion to table.

No further Council comment, Ms. Burgess, acknowledged that a Public Comment Card was received from Kathryn Rossmell of Lewis Longman & Walker.

Ms. Kathryn Rossmell of Lewis, Longman & Walker requested this item be tabled until the issues of dB levels, sound zones, restrictions, and technical words be cleared up. She said that this ordinance conflicts with another ordinance for Planning and Zoning which will need to be cleaned up as the City wants to avoid a Harbor Side issue.

Ms. Burgess read Ms. Burgess read into record, by title only, Resolution 2021-01.

Motion by Councilman O'Connor to Table Noise Ordinance, seconded by Councilwoman Crump.

UPON ROLL CALL:

Vice Mayor Long-Robinson	YES
Mayor Manning	YES
Councilman Paul	YES
Councilwoman Crump	YES
Councilman O'Connor	YES

With all in favor, motion carried without dissent (5-0).

NEW BUSINESS

- A. An Agreement for Enforcement of the Traffic Laws of the State between the City of Westlake and The Meadows of Westlake Homeowners Association

Submitted By: Administration

Mayor Manning Introduced item.

Mr. Cassel explained the item, noting that this agreement will be utilized for the Hammocks Homeowners Association (HOA, the Meadows and for all subdivisions as they come in. The agreement will allow PBSO to enter and enforce traffic in those areas.

Ms. Booker commented on the few changes made with PBSO's Council to change the language for the specific exhibit provision and it will be updated in any agreements to reflect the services being provided in those areas and future neighborhoods.

Councilman O'Connor inquired if there are cost associated implicated to the City.

Captain Turner responded that the only cost that might happen is for the citations that go over to the County Clerk's Office to determine where the fines go once paid. There is no cost associated to the City for PBSO. He will work with Mr. Cassel to find out.

Ms. Booker advised that there is a provision under Section 4C in the agreement to address any potential cost reimbursement should they arise in the future.

Mayor Manning inquired if there were any further questions.

Ms. Burgess acknowledged that a Public Comment Card was received from Tara Duhly of Lewis Longman & Walker.

Tara Duhly of Lewis, Longman & Walker on behalf of Minto PBLH, said that the concern is the current language that allows for the City to pass on cost without prior approval from the HOA. She recommends that the City articulate language in the agreement that addresses the cost issue. She recommends striking the paragraph that there are no fees at this time and add language in the agreement to at least notify the HOA of the cost in advance prior to approving.

Ms. Booker commented rather than strike provision 4C; which says that the community shall reimburse the City for the actual cost we can change that to "may" and add the notice in advance to the community if costs are incurred to the City.

Ms. Duhly said she recommends some prior reproval in order to make fair the residents.

Mayor Manning inquired on time limit to discuss.

Mr. Cassel said that most HOA's run on a calendar year and do their budgets around October. He recommends that we provide the information by August or September to review and take to their residents.

Ms. Booker said that it works both ways as the City incurs costs and noted she has no objection to making those changes prior to providing to Council. If approving substantially in this form, we can get it executed

Motion by Councilman O'Connor to approve sustainably in this form taking in the comments that have been made, seconded by Vice Mayor Long-Robinson.

UPON ROLL CALL

Mayor Manning	YES
Councilman Paul	YES
Councilwoman Crump	YES
Councilman O'Connor	YES
Vice Mayor Long-Robinson	YES

With all in favor, motion carried without dissent (5-0).

- B. Interlocal Agreement for Assignment of Property Data and Development of Annual Assessments for Palm Beach County Non-Ad Valorem Districts

Submitted By: Administration

Mayor Manning introduced item.

Mr. Cassel further explained the item acknowledging that we need to work with the Tax Collector to make sure that the tax roll and mailing data are correct. He said that the Tax Collector must be notified by June 15th.

Motion by Councilman O'Connor to approve agreement, seconded by Councilwoman Crump.

UPON ROLL CALL:

Councilman Paul	YES
Councilwoman Crump	YES
Councilman O'Connor	YES
Vice Mayor Long-Robinson	YES
Mayor Manning	YES

With all in favor, motion carried without dissent (5-0).

- C. Advisory Board Consideration to Appoint one (1) alternate member for a four-year term to the Planning and Zoning Board

Submitted By: City Clerk's Office

Mayor Manning introduced item.

Ms. Burgess explained item. She noted that staff was directed at the January 11th Regular Council Meeting to advertise for the Planning & Zoning Vacancy and provide applications to Council for review and selection of an alternate member for the Planning and Zoning Board.

Ms. Burgess noted that one application was received by Mr. Francisco Castoya January 22nd

Mayor Manning said that he looked over Mr. Castoya's resume and we would be lucky to have him

Motion by Vice Mayor Long-Robinson to appoint Francisco "Frank" Castoya Jr., seconded by Councilwoman Crump.

UPON ROLL CALL:

Councilwoman Crump	YES
Councilman O'Connor	YES
Vice Mayor Long-Robinson	YES
Mayor Manning	YES
Councilman Paul	YES

With all in favor, motion carried without dissent (5-0).

CITY COUNCIL COMMENTS

A. Councilman JohnPaul O'Connor

Councilman O'Connor thanked staff and the presenters for all their hard work.

B. Councilman Patric Paul

Councilman Paul inquired for a list of numbers that residents can call for direct assistance for water issues.

Mr. Cassel advised that there is an after-hour SID emergency number. If it is a point of information for residents when it relates to the meter box to the home this is a warranty issue that needs to be addressed by the builder. The phone tree link of numbers is being updated and will be updated on the City website.

Councilman Paul inquired whether SID could include contact information in homeowner packages for new residents to contact for water and other issues.

Mr. Cassel said that the City and SID will have to work with the builders on this from the customer side to make sure that the information is relayed to the owners.

Mayor Manning advised Mr. Cassel to get with the builders to make sure that this information is updated in the homebuyer's packet.

Councilman O'Connor inquired for updates for the Amenity Center.

Nilsa Zacarias Planning and Zoning advised that the site plan is being reviewed by Engineering and Planning and Zoning to be consider for March or April Agenda.

Councilman O'Connor inquired on the start date.

Mr. Cassel advised once the building permits are submitted.

Ms. Zacarias said that she will follow up and advise Council.

C. Councilwoman Kara Crump

Councilman Crump welcomed Mr. Castoya as an alternate member to the Planning and Zoning Board.

Mr. Castoya introduced himself and thanked the Council for appointing him to the Board.

D. Vice Mayor Katrina Long Robinson

Vice Mayor Long-Robinson requested for tabs to be added to the City website for projects approved and started; as well as a 'who to contact' tab. Now that the City has a Public Relations Team, Vice Mayor Long-Robinson would like to see them utilized.

E. Mayor Roger Manning

Mayor Manning thanked the staff and everyone for their comments and input.

REPORT – STAFF

No additional staff reports, the next item followed.

REPORT - CITY ATTORNEY

A. Monthly Report - January

Submitted By: Legal

Mayor Manning introduced item.

Ms. Booker said that she is available if Council has questions on the report. She mentioned the email sent last week by Mr. Diffenderfer regarding Chapter 5. She advised that a copy was provided the week before to the City Manager. She said that a copy with the redline can be provided to Council if they would like. A meeting will be set up soon to go through the edits and changes as well as any comments with the City Manager to have placed on the next agenda as soon as we can work through them.

Councilman O'Connor requested to be copied on it.

Mayor Manning requested to be copied on it also.

Ms. Booker said that is fine.

REPORT - CITY MANAGER

Mayor Manning introduced item.

Mr. Cassel said that we are closer to Chapter 5 more than we were a year ago. There are a few things that still need to be reviewed but for the most part we are on the same page substantially and he looks forward to finalizing Chapter 5. He mentioned the memo sent Friday to Council regarding recommendations for the Happy Program and would like input regarding increasing the cap to \$365K and families with five (5) members or more increasing that cap potentially to \$375K. He advised that since we are not accepting any funds with for this program from the County, State or Federal as we are a private sustaining fund therefore the parameters of the cap can be set where we believe it is appropriate for the intent of the program. Mr. Cassel Continued, noting that it was not written in an ordinance, and therefore it can be a direction to the Council, Legal and Administration to change the cap as to the direction they want to go.

Mayor Manning inquired whether the entry level cost from the developer has increased since it was adopted.

Mr. Cassel responded he thinks that it increased 10% to 15%, he is not exactly sure.

Mayor Manning said that the percentages have to be figured into this. Our intentions were that first time homebuyer's income level was based upon the time when this was originally adopted as this is a factor if the cost has increased.

Councilman O'Connor said as a point of information, to keep in mind that we are about to approve townhouses and would like to see the data on those individuals that were close but did not qualify for the program.

Mr. Cassel said that Efrem has been tracking this information on those that have been awarded; he does not have a track of those that were just over the amount. Most were over \$352K and 356K and some at \$360k prior to the increase.

Mayor Manning inquired on the price range for townhomes and the number bedrooms.

Ms. Duhy said that can get an answer from Mr. Hearing or Mr. Carter and advise.

Mr. Cassel requested Ms. Duhy to provide the information therefore it can be forwarded to Council.

Ms. Duhy confirmed that she would.

Vice Mayor Long-Robinson said that she would like to look at Palm Beach County's Housing Program. Her concern is that we have \$3 million in the account and the reality is that this is not working. We need to have conversations as this is our program. She said that we need to reimage this program and create the others that we have talked about. What we have now is not working and we need to look at what the County is doing and not necessary tailor it to Westlake but look at it again. It may help for Council to have a workshop and create a criteria come up with numbers and create two to three programs. She advised that she will obtain more information. She stated that we need to take our time on this and would like staff to bring other people in to take a look at what is taken place the program.

Mayor Manning noted that unless there has been a significant change from the Staff Financial Report dated December 31st shows that there is \$1,718,500 in the account.

Mr. Cassel said that we are probably close to that amount as we have just completed two awards.

Councilman O'Connor said that he would like to recognize Mr. Aldana as this the point that he has been trying to make.

Mr. Cassel said that this is a need-based program and it is not just set for specific people. The builders have their own discounts and the City is at a threshold.

Councilman O'Connor inquired if direction can be given to staff to increase the cap to \$367K. He asked if Council is opposed to the increase.

Mayor Manning asked if it can be done.

Ms. Booker responded yes. She said that Council can increase the cap and as a follow up to the guidelines there was no specific amount included in adoption and we can adjust it.

Motion by Councilman O'Connor to increase the cap to \$367K for the Happy Program, seconded by Vice Mayor Long Robinson.

Councilman Paul inquired whether this is temporary or permanent.

Councilman O'Connor said that it can become permanent but if it comes back at a workshop we can do even better.

Ms. Booker said this will be in place until Council changes.

Motion by Councilman O'Connor to increase the cap to \$367K for the Happy Program, seconded by Vice Mayor Long Robinson.

UPON ROLL CALL:

Councilman O'Connor	YES
Vice Mayor Long-Robinson	YES
Mayor Manning	YES
Councilman Paul	YES
Councilwoman Crump	YES

With all in favor, motion carried without dissent (5-0).

Mr. Cassel mentioned the comments and questions regarding leasing space for Publix. He said that a contact name has been provided for leasing information. Planning and Zoning has that information and we will direct callers to them. He noted that the litigation between Seminole Improvement District and Indian Trail Improvement District (ITID) went to mediation last Wednesday and they are in impasse and it will continue in courts. SID has received the approved permits for the culvert project located on Seminole Pratt Whitney Road this morning to start. He mentioned that out of all 39 communities the City of Westlake issued 377 building permits. Mr. Cassel noted the efforts of staff and thanked everyone.

Captain Turner said that there are iguana hunters in the area and are registered through Florida Wildlife Commission and you might get phone calls. They should not be in Westlake, but you may see them and if there are any specific issues please give PBSO a call.

PUBLIC COMMENTS - AGENDA ITEMS ONLY

This section of the agenda allows for comments from the public to speak on items only presented on the agenda. Each speaker will be given a total of three (3) minutes to comment. A public comment card should be completed and returned to the City Clerk.

Mayor Manning called for any public comments.

Ms. Burgess noted there were no public comment cards received prior to the meeting.

Ms. Burgess gave the virtual participants a moment to raise a virtual hand or unmute their devices and provided a reminder to state name and address.

There being no further comments, the next item followed.

ADJOURNMENT

Mayor Manning adjourned the meeting at 8:21 PM.

Zoie P. Burgess, City Clerk

Roger Manning, Mayor