

APRIL 20, 2010

COMMITTEE OF THE WHOLE

PRESENT Mayor Willie Adams, Jr.
Mayor Pro Tem Christopher Pike
City Commissioners: Jon Howard, Dorothy Hubbard, Roger Marietta,
Bob Langstaff, Jr., and Tommie Postell (arrived at
8:40 a.m.)

Mayor Adams called the meeting to order at 8:31 a.m.

CITIZEN APPEARANCE

1, R. Omar Salaam thanked the Commission for allowing him to develop the Island Splash Street event. He asked the Commission that consideration be given to him next year so that he can continue this program. He thanked the Commission for their support.

2. Wayne Carter distributed information (copy on file), and requested that the Commission allow the Director of Planning to conduct administrative reviews for special approvals as it relates to religious institutions in commercially zoned properties. He discussed information in Section 2.01 #5 and referenced his nine suggestions as noted. He asked that this type special approval be streamlined and that the fee be reduced from \$400.00 to \$50.00.

Mayor Adams asked if there was an increase in requests for storefront churches. Mr. Carter explained that the shopping center on Dawson Road has had five churches in the past and when he is approached, he has learned of the long time that it takes to get special approval and the high application fee. Mayor suggested that this request should have been worked out with the Planning Commission to forward their recommendation to the Commission. Mr. Carter stated that he spoke with Howard Brown, Planning Director who suggested that it be brought to the attention of the Commission. Mr. Lott stated that Mr. Brown should present it to the Planning Commission to make a recommendation to the Commission for action. Mr. Carter discussed the type of small churches he tries to attract, etc., and commented again on the process. Mayor Adams asked him to get with Mr. Brown.

Commissioner Postell asked Mr. Davis if there is a ruling on churches in shopping centers and whether or not they should be connected and if there should be identification of the church. Mr. Davis stated that a freestanding building is not required. He advised that the last ordinance dealt with the number of feet a church has to be from an establishment serving alcohol. Commissioner Postell asked that this be researched as he remembers that it was not to be connected to another building. Mr. Davis stated that this relates to alcohol establishments and that a memo will be prepared.

Commissioner Langstaff stated that last week it was asked that this issue be brought back to the Commission and that his recommendation is to have an agenda item first before

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taking it to the Planning Commission. Mr. Lott stated that it will be on the agenda in May.

TRAVEL

Mayor Pro Tem Pike moved to approve the following, seconded by Commissioner Langstaff, the motion unanimously carried.

1. City Manager Alfred Lott – GMA 2010 Annual Convention – Savannah, GA., June 26 -29, 2010
2. City Manager A. Lott – GCCMA Spring Conference – Athens, GA, March 34-26, 2010 - \$772.90

COMMUNITY & ECONOMIC DEVELOPMENT MATTERS

2010 UPDATE OF CITIZEN PARTICIPATION PLAN

Desiree Estabrook-Zhou, DCED Planner, discussed information as noted (copy on file) pertaining to the update of the 2010 Citizen Participation Plan.

Mayor Adams asked the participation at the public hearing. Ms. Zhou stated that only one person attended and that they are developing a strategy to reach more people by attending neighborhood meetings, etc.

Commissioner Hubbard said she has not seen the ad in the papers and asked if the notice indicates that people can submit comments in a written format. Ms. Zhou replied in the affirmative and explained the advertising procedure. Commissioner Hubbard asked the new procedure staff is working on to improve attendance at the hearings. Ms. Zhou advised that they are attending more neighborhood meetings, etc.

Commissioner Marietta stated that Ms. Cutts and Ms. Zhou attended one of his town hall and neighborhood watch meetings and handed out fliers.

Commissioner Hubbard expressed concern on having hearings and no one showing up. Mayor Adams asked that a better job be done in this regard.

Mayor Pro Tem Pike stated that the print media is used to advertise and suggested using different avenues to get the information out. He said he does not purchase papers – he reads the news online. Shelena Hawkins, Deputy Director, stated that they put the information the city's website and they will go to churches, etc., to get the information out. Mayor Pro Tem Pike suggested purchasing space on the website of the Albany Herald. Ms. Cutts stated that they use all media that is available.

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Commissioner Hubbard suggested targeting churches and going to ministers and asking them to allow sessions to get the information out. Mr. Lott asked Ms. Cutts to check when ads are done with the Albany Herald and whether it is also put on their website.

Commissioner Postell asked Ms. Cutts what funds are allocated for publicity and if this is budgeted. Ms. Cutts stated that they have a budget. Commissioner Postell commented on over advertising and asked to remain in a rational area. He noted that everyone will not come to meetings just because it is advertised and that people may/may not attend meetings.

Mayor Pro Tem Pike moved to approve, seconded by Commissioner Marietta; the motion unanimously carried.

FY 2010 ANNUAL ACTION PLAN – YEAR 5

Ms. Zhou discussed information as noted (copy on file) pertaining to the FY 2010 Action Plan, Year 5.

Mayor Pro Tem Pike moved to approve, seconded by Commissioner Postell.

Commissioner Howard asked other entities for which repayment is being made. Ms. Cutts replied McGregor and the Hilton Garden Inn. Commissioner Howard asked Mr. Lott if they have started liquidating the property. Mr. Lott replied yes, and advised that the Payroll Development Authority is cleaning it up and marketing the building. He stated that PDA is paying the money to the banks and that the City is servicing.

Commissioner Hubbard asked how many vacant properties are in the revitalized target area. Ms. Hawkins stated 970. Commissioner Hubbard asked if lead base paint is being tested and what are the plans. Ms. Hawkins explained the process to include working with the Health Department to test for lead and determine the remedy action. Commissioner Hubbard asked the percentage affected. Ms. Hawkins stated that the housing stock is old so there is the likelihood of a high percentage.

Mayor Pro Tem Pike asked the process on surveying homes and the lead abatement process. He mentioned the requirements and asked the process. Ms. Cutts explained the extensive requirement by HUD, adding that they have an environmental certified specialist who knows the process and said they can provide information on the abatement process

Mayor Adams asked about the \$50,000 for demolition as noted on page 22. Ms. Zhou stated that this was the initial allocation and that funding will be increased.

Hearing no further discussion, the motion unanimously carried.

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SUBMISSION OF LOCAL APPLICATIONS FOR DCA SUPPORTIVE HOUSING GRANTS

Thelma Watson, Community Services Manager, discussed information as noted on page 26 pertaining to submission of local applications for Dept. of Community Affairs Supportive Housing Grants.

Mayor Adams stated that he is a member of DCA and cannot vote on this matter. He mentioned Lowndes County Health Board and asked how many clients are served in Albany. Ms. Watson replied eight, with 32 counties being covered. She added that the eight are for HIV housing. Discussion followed with Mayor Adams noting the amount of money requested and asking the number of clients served in the 32 counties. Ms. Cutts said they can provide this information.

Commissioner Howard explained the needs of the 32 counties of those housing HIV clients with Albany/Dougherty County leading the state with HIV patients.

Commissioner Hubbard asked if there is a limit, on the number of year's that money can be awarded. Ms. Watson stated no, and explained that DCA allocates the funding using a ranking system, etc. Commissioner Hubbard asked if other municipalities award money or participate for agencies to receive additional funding. Ms. Cutts stated that the City does not provide the funding, DCA sets the requirements, and the City ensures that it falls in place with the consolidated plan.

Mayor Adams expressed concern about Albany getting its share of the \$300,000.

Mayor Pro Tem Pike clarified that the federal government gives money to share with other communities. Ms. Watson explained that the money is from DCA and is directed to the requesting agencies; the City approves for the agencies to apply and make sure that it is in line with the consolidated plan.

Mr. Lott explained that DCA staffs this action through the City and they want to know if this conflicts with what the City of Albany wants to do regarding the consolidated plan.

Commissioner Postell commented on the Lowndes County Board of Health and asked the correlation between them and the Dougherty County Board of Health. Ms. Watson explained that the Dougherty County Board of Health provides services for persons with HIV. Commissioner Postell asked who monitors the allocated funds. Ms. Watson stated that DCA funds and monitors it and if there are issues they let the City know. Commissioner Postell asked the liability on the City of Albany for the appropriation of funds. Ms. Watson stated there are no liabilities.

Commissioner Hubbard asked if the consolidated plan is being asked to be approved, which includes other counties. Ms. Watson stated that it includes the component that is

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run in Dougherty County. She said Lowndes County is applying for the entire 32 counties.

Commissioner Postell moved to approve, seconded by Mayor Pro Tem Pike; the motion carried 5-0-2 with Mayor Adams and Commissioner Howard abstaining.

APPROVAL OF PUBLIC SERVICE GRANTS THROUGH CDBG FUNDS

Ms. Watson discussed information, as listed on page 30, pertaining to the approval of public service grants through CDBG funds.

Commissioner Langstaff moved to approve, seconded by Commissioner Postell.

Commissioner Postell asked how many agencies have received funding before. Ms. Watson stated Project Hope, Samaritan Clinic, Open Arms, and Albany Outreach Center. Commissioner Postell asked how many were new and was refused. Ms. Watson replied that 16 did not meet the submission requirements. Commissioner Postell asked the number of times an applicant can be granted funds. Ms. Watson stated three successive times within five years. Ms. Cutts said a list will be provided on the breakdown of applicants that have received funding in the past. Commissioner Postell asked if those not granted the privilege was due to repetitious applications. Ms. Cutts stated that she will provide the entire list as there is one organization that is at the threshold of reaching the three years.

Commissioner Marietta asked why the funding last year was lower. Ms. Cutts explained that it was two combined years of funding and that the current request is for FY 2010-2011.

Commissioner Hubbard asked for information to be included on the number of years or times that an agency can apply and an explanation of the process.

Hearing no further discussion, the motion carried 5-0-2 with Commissioners Howard and Hubbard abstaining.

PUBLIC SAFETY MATTERS

APPLICATION FOR RENEWAL OF THE GOVERNOR'S OFFICE OF HIGHWAY SAFETY SAFE COMMUNITIES GRANT

Michele Demott, Safe Communities Coordinator, discussed information as noted (copy on file) pertaining to the approval of the Governor's Office of Highway Safety Safe Communities Grant.

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Mayor Pro Tem Pike moved to approve, seconded by Commissioner Langstaff.

Commissioner Hubbard asked the total amount of the grant. Ms. Demott stated that the total amount is \$46,900 with the city's match of 20%. Commissioner Hubbard asked the life of the grant. Ms. DeMott stated that initially it was approved for up to six years and this is the City of Albany 10th year, which makes the City the longest approved grant recipient within the state of Georgia. Commissioner Hubbard asked how the timing of the grants relates to City budgeting. Ms DeMott stated that the department director puts the 20% funding into the budget.

Mayor Adams asked the matching funds. Ms. DeMott stated that this is the third year of matching the grant and explained that the primary source of funding is federal gas tax dollars and since there has been a decrease in vehicle miles traveled; the gas budget tax money has decreased.

Hearing no further discussion, the motion unanimously carried.

BLIGHT PROPERTY ERADICATION

Mayor Pro Tem Pike presented a power point presentation pertaining to blighted property eradication (copy on file). He specifically discussed the Land Bank Authority, the Preservation Revolving Fund and Home Ownership Program.

Commissioner Postell asked Mayor Pro Tem Pike if he worked with staff on this presentation. Mayor Pro Tem Pike stated that James Taylor, Asst. City Manager saw the information.

Mayor Adams stated that the information was educational and asked Mayor Pro Tem Pike to have staff involved in researching to bring back any recommendations for consideration. Mayor Pro Tem Pike stated that this was the purpose as property has been demolished and his information is for the Commission to consider getting the process moving.

Commissioner Marietta stated that the presentation was visionary and that he would like to see the City move expeditiously in that direction.

Commissioner Postell asked who financed the project. Mayor Pro Tem Pike stated that no money was spent on the presentation. Commissioner Postell stated that he had no knowledge that this would be on the agenda and suggested that when projects are presented, the Commission should have an idea of what is coming and what it is about so that they are not blindsided. He recommended involving staff since the Commission did not approve the information. Mayor Pro Tem Pike told Commissioner Postell that he was at the NLC meeting when this issue came up last month during discussion of the demolition of the Hinds Building and that the Commission instructed him to bring back information on other alternatives to demolishing property. He said that at the last

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meeting, he stated he would be prepared to offer his recommendations, which is what he has done today.

Mayor Adams stated that Mayor Pro Tem Pike will get with staff to bring back any information for consideration. Commissioner Postell stated that he does not feel Mayor Pro Tem Pike should be penalized for spending his money to present information.

Mr. Lott stated that this is the first he has heard of this presentation and that based on what he has heard today, Mayor Pro Tem Pike is advocating a review of the policy on demolition, court decision, etc. He commented on the preservation of housing and a revolving fund to put the houses back on the market and asked Mr. Davis if he looked at the legal aspects of the presentation prior to today. Mr. Davis stated that he is familiar with the Land Bank Authority. Mr. Lott stated that he is working with Dougherty County in establishing a Land Bank and they will verify legal aspects of the presentation. He mentioned that when property is acquired through eminent domain, it cannot be placed into a Land Bank and suggested getting the facts correct. Mayor Pro Tem Pike agreed that this is what he said. Mr. Lott added that staff can look into this information.

Commissioner Hubbard stated that she was exposed to some of the information and that it is difficult for people owning the property to get bank financing, etc. She suggested evaluating what we are doing to determine whether projects are successful as the question is how long vacant property should be left vacant. She stated that this is an opportunity to have discussion on what to do next. Mayor Adams agreed stating that the ball is in the hands of staff to address the concerns. Commissioner Hubbard stated that additional information is needed, i.e., staffing, more money, etc.

Commissioner Langstaff agreed with the concept presented and said funding is a concern of his. He asked questions pertaining to the management, and who will manage renovations, etc., and suggested having expertise on spending the money, how the Land Bank is managed in other Georgia jurisdictions, who comprises the Board, etc. Mr. Lott stated that he is working with the County on these issues.

ALCOHOL LICENSE APPLICATIONS

Commissioner Postell moved to approve the following, seconded by Commissioner Marietta; the motion carried 6-1 with Commissioner Howard voting no.

1. Pebbles Country Kitchen, 1939 S. Jackson St., Linda Williams, Agent; beer consumption

Commissioner Postell moved to approve the following, seconded by Commissioner Hubbard; the motion carried 6-1 with Commissioner Howard voting no.

2. Pico De Gallo Mexican Restaurant, 2313 E. Broad Ave.; M. Guzman, Agent; consumption

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Mayor Pro Tem Pike moved to approve the following, seconded by Commissioner Postell; the motion carried 6-1 with Commissioner Howard voting no.

3. Jai Shivem Enterprises, Inc. d/b/a Buy Rite, 2400 Clark Ave.; A. Singh, Agent; beer package and wine retail

ONE-DAY ALCOHOL LICENSE APPLICATION

Mayor Pro Tem Pike moved to approve the following, seconded by Commissioner Langstaff; the motion carried 6-1 with Commissioner Howard voting no.

1. Darton College Foundation, Leah Sandbach, Agent; Fundraiser for scholarships, Darton College Cavalier Arena; 2400 Gillionville, Rd., Friday, May 14, 2010, 8:00-11:59 p.m.

PUBLIC FUNCTIONS MATTERS

HISTORIC PRESERVATION COMMISSION APPLICATIONS:

Commissioner Langstaff moved to approve the following, seconded by Commissioner Marietta; the motion unanimously carried.

1. Certificate of Appropriateness Case #10-033 – Phoebe Putney Hospital, Owner/Applicant; request permission to install a monument sign to the front of property located at 1000 N. Jefferson St. (HPC approved 5-0 WARD 2)

Commissioner Langstaff asked for a photo of the sign. Rosanne Braswell, Sr. Planner, distributed photos.

Commissioner Hubbard moved to approve the following, seconded by Commissioner Howard; the motion unanimously carried.

2. Certificate of Appropriateness Case #10-034 – John Rodman, Sr., Owner/Applicant; request permission to add signage to the front and sides of property located at 404 Second Ave. (HPC approved 5-0 WARD 2)

In reply to Commissioner Langstaff, Ms. Braswell distributed photos of the property.

Commissioner Postell moved to approve denial of the following, seconded by Mayor Pro Tem Pike, the motion carried 6-0-1 with Commissioner Langstaff abstaining.

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3. Certificate of Appropriateness Case #10-035 – Holloway Brothers, Owner/Applicant; request permission to install an ice vending machine on property located at 501 W. Broad Ave. (HPC **denied** 5-0 WARD 3)

Commissioner Langstaff asked for photos. Mr. Brown stated that photos will be provided.

In reply to Mayor Adams, Ms. Braswell gave the reasons why HPC denied the application as noted to include that it does not meet the HPC standards and is not compatible with the district.

PUBLIC ADMINISTRATION & FINANCE MATTERS

CURRENT BIDS:

Commissioner Howard moved to approve the following, seconded by Commissioner Postell; the motion unanimously carried.

1. 24 note book mobile computers, Dell, State Contract

Total expenditure	\$134,181.12
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Commissioner Howard moved to approve the following, seconded by Commissioner Postell; the motion unanimously carried.

2. 24 Premier MDC Mobile Clients, Albany Communications, Albany, GA

Total expenditure	\$60,470.52
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In reply to Mayor Adams, Joshua Williams, Buyer, explained that this is for mounting the notebooks.

DEPARTMENTAL BUDGET REVIEW

1. Yvette Aehle, Airport Director distributed information and discussed pertaining to the airport's budget. (Copy on file)

Mayor Adams asked the status of the new restaurant and whether they are self-standing, if are there maintenance responsibilities and/or income generated. Ms. Aehle stated that

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the income will not kick in until January as the Aviation Commission gave them one year to get the business off of the ground. January 2011, they will begin paying \$650.00/month. Regarding maintenance and upkeep, she advised that this is their responsibility. Mayor Adams asked if the FBO situation has been stabilized. Ms. Aehle said yes and gave a brief summary of the increases due to jets stopping in Albany to refuel.

Commissioner Hubbard noted the increase in building maintenance and asked if passenger facility income will take care of this. Ms. Aehle explained that it may/may not be deferrable and discussed reserves. Commissioner Hubbard asked if fees are reimbursed from FAA. Ms. Aehle said no, FAA grants do not reimburse for ordinary maintenance. Commissioner Hubbard noted the \$49,000 that was spent. Ms. Aehle explained the passenger facility charges, large purchases, i.e., airfield lighting, drainage issues, etc.

Commissioner Howard asked Ms. Aehle about the challenges due to UPS. Ms. Aehle stated that last year one flight was lost and that UPS reduced their schedule it due to the market.

2. Lee Burner, Transit Director, discussed and distributed information pertaining to the Transit budget (copy on file).

Mayor Adams asked if this can be tied into the AVL. Mr. Burner stated that it will be tied in with the APD. Mayor Adams asked about advertising and if there is an increase in income. Mr. Burner stated that it remains the same and it goes through Lamar Advertising. In reply to Mayor Adams, Mr. Burner explained the internal/external advertising, adding that they do not see many requests for internal advertising.

In reply to Commissioner Hubbard, Mr. Burner advised that revenue from Lamar Advertising is \$22,000. Commissioner Hubbard discussed price increases and asked if this is up for review. Mr. Burner stated that last year a fare increase was put into place. Commissioner Hubbard asked if this has been looked at to evaluate/review to increase/decrease and said she would like to see this. She asked if there is an evaluation regarding on time performance regarding pick ups. Mr. Burner stated that it is done internally through a computerized program.

Commissioner Howard commented on Sunday ridership. Mr. Burner stated that ridership serves a purpose on Sunday, but ridership has decreased.

Commissioner Postell asked how many buses operate on Sunday. Mr. Burner stated two fixed and one para-transit bus. Commissioner Postell asked if the bus goes to the mall. Mr. Burner stated that one goes to the mall. Commissioner Postell asked how many part-time operators are employed. Mr. Burner said there are 19 full-time operators and ten part-time operators and explained the process of using employees who are off work.

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Commissioner Postell asked about developing a staggered process. Mr. Burner stated that the process is in place.

Mayor Adams asked the Commission how many have ridden the bus. Three raised their hands. He asked about bicycle racks and if there is usage. Mr. Burner replied that it is being utilized.

3. Howard Brown, Planning Director distributed and discussed information pertaining to the budget of the Planning Department (copy on file).

Mayor Adams asked if GIS is at full staffing. Mr. Brown replied in the affirmative, adding that there is no GIS Manager. Mayor Adams asked the cost to fund a GIS Manager. Mr. Brown stated approximately \$60,000, but he currently manages that division.

Commissioner Marietta complimented Mr. Brown on his accomplishments.

Mr. Lott stated that Mr. Brown finalized the re-codification of the City code.

Commissioner Howard commended Mr. Brown on the census count.

Commissioner Hubbard commented on salary/wage increase and asked if there is no COLA, what accounts for this. Mr. Lott stated that it pertains to Phase II of the pay study.

Commissioner Postell commented on the GIS technician with the County and City each providing one person; Mr. Brown agreed. Commissioner Postell asked how the figures were compiled. Mr. Brown noted the services agreement between the City and County, which is up for negotiation next year, and this decided the split. Mr. Lott stated that this will be updated and brought back to the Commission for review as it does not include the Code Department, etc.

Mayor Adams thanked Mr. Brown for his department.

4. Mary LaMont distributed and discussed information pertaining to the budget of the HR Department (copy on file).

Mayor Adams commented that he signs proclamations for people with disabilities and asked for the number and what the City is doing to encourage employment of people with disabilities.

Commissioner Hubbard asked why Risk Management was transferred to the General Fund budget. Mr. Lott stated that this was a recommendation of the audit. Commissioner Hubbard asked for the reporting portion and will they remain in HR. Mr. Lott stated that nothing will change other than where they are placed within the budget.

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Ms. LaMont added that expenses will be explained. Commissioner Hubbard said she will need to study this further. Mayor Adams asked Commissioner Hubbard what specifically are her concerns. Commissioner Hubbard stated that since it is being moved to another line item, there would be issues of entry level, orientation, training, information to departments, etc., - all that Risk Management entails. Mayor Adams asked Mr. Lott about the reporting portion. Mr. Lott stated that Risk Manager and Ms. LaMont can draft information for the Commission.

EMPLOYMENT POLICIES/PROCEDURES REVIEW (CHAPTER 1)

Ms. LaMont discussed information pertaining to Chapter 1 as noted in the table of contents on pages 89-90 (copy on file), policies 100.00 – 100.07.

Mayor Adams stated that he was handed the book a few seconds ago and asked if the Commission should have had prior access. Mr. Lott stated that the books were presented in March. Mayor Adams asked the Commissioners to be reminded when this is to be discussed.

Discussion followed with Commissioner Hubbard suggesting that we move on to the next section of the agenda.

Commissioner Marietta asked if there is anything in the first chapter dealing with unions for employees. Mr. Lott stated that the manual does not include union issues. Commissioner Marietta commented on the APD union and other unions. Mr. Lott stated that they have not been approached by any organized labor organizations. If this happens, in accordance with state and federal laws, they will bring it back to the Commission for consideration.

Commissioner Postell suggested that the information be brought back to the May 4th meeting for review. Mr. Lott asked to review Sections 1-2. Commissioner Postell moved to approve, seconded by Commissioner Howard,

EXECUTIVE SESSION – Personnel Matter

At 10:52 a.m., Commissioner Postell moved to enter Executive Session seconded by Commissioner Howard; motion unanimously carried as follows:

Ward I	yes
Ward II	yes
Ward III	yes
Ward IV	yes
Ward V	yes
Ward VI	yes
Mayor	yes

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At 11:34 a.m., Mayor Pro Tem Pike moved to exit executive session, seconded by Commissioner Howard; the motion unanimously carried as follows:

Ward I	yes
Ward II	yes
Ward III	yes
Ward IV	yes
Ward V	yes
Ward VI	yes
Mayor	yes

Commissioner Postell moved to suspend City Attorney Nathan Davis for three days without pay, seconded by Commissioner Langstaff; the motion unanimously carried.

There being no further business, the meeting adjourned at 11:36 a.m.

SONJA TOLBERT
CITY CLERK