PARK CITY COUNCIL WORK SESSION MINUTES
SUMMIT COUNTY, UTAH
JUNE 28, 2012

Present: **Mayor Dana Williams; Council members Andy Beerman; Alex Butwinski; Cindy Matsumoto; Dick Peek; and Liza Simpson**

Tom Bakaly, City Manager; Mark Harrington, City Attorney; Tyler Poulson, Sustainability Program Manager; Heinrich Deters, Trails Coordinator; and Brooks Robinson, Transportation Planner

Cliff Blonquist, Summit County Solid Waste and Recycling Manager; Gordon Raymond, Republic Services Manager (formerly Allied Waste); John Nepstad, Fehr & Peers; and Terrell Budge and Steve Brozo, Design Workshop

1. **Council questions/comments.** Cindy Matsumoto reported that the Chamber has new board members and the upcoming budget has been adopted which is looking healthy. Thirty-five percent of the budget is allocated to advertising which is an increase of about 5% from last year and the summer outreach program has been expanded. Liza Simpson suggested that the maintenance on the China Bridge Parking Structure be scheduled earlier next year when there isn't so much demand for parking.

Andy Beerman felt that Savor the Summit was a wild success this year and the police did an outstanding job during the event. He stated that he rode the Armstrong Trail which is now connected to a new trail, Pinecone Trail, which goes all the way to the ridge. Heinrich Deters interjected that the City and County funded the trails through a restaurant tax grant. Mr. Beerman felt that this will be a world-class trail, and possibly among the top three in the US. There is phenomenal access, spectacular exposure and really good dirt.

Alex Butwinski relayed the Rotary's appreciation for the City's contribution in improving the Rotary Park. He attended the Planning Commission meeting last night and expressed his excitement about the selection of art for the PC MARC scheduled for approval on the regular agenda. Dick Peek stated that he attended the interagency task force meeting which focused on wildfires. The Mayor announced that Brian Stevens will be the new Director of the Mosquito Abatement District. He commented on the challenge of controlling the use of fireworks when they are being sold in town.

2. County curbside solid waste and recycling update. Tyler Poulson introduced Cliff Blonquist from Summit County and Gordon Raymond from Republic Services. He noted that beginning July 1; the contract with Republic Services will go into effect for new curbside waste and recycling services for residential addresses. City staff worked with the County through the process over the last year leading up to the RFP being released in terms of recycling goals.

He explained that the 95 gallon waste bins will be replaced with a 65 gallon waste bin with the option to purchase a second bin. What is paid more accurately reflects the level of waste services provided. Current recycling includes about 5,700 residential households. The new program will be expanded to all residential addresses including roughly 14,500 participants. He described the current recycling program which varies by location. Under the new program, most residents will be using a 95 gallon recycling bin which is picked up every other week. Glass will no longer be accepted in the single stream system.

Gordon Raymond acknowledged that Old Town is a unique area to service for any type of waste collection and if the 95 gallon bins do not work, Republic will work with residents. The Mayor stated that there is confusion about recycling being provided in Old Town. Mr. Raymond stated that about 40% of Old Town has actually received an additional piece of information. The Mayor felt that it may be better to pick up solid waste every other week and recycled materials every week. Cliff Blonquist agreed that it might be an issue but the program should be monitored for a while and changes can be made. In response to comments from Ms. Matsumoto, Mr. Blonquist explained that a grey bin was selected for garbage only and the old blue or brown 95 gallon bin will convert to the recycle bin.

Mr. Raymond explained that there may be a modified collection process in Old Town to avoid driving big trucks and a subcontractor may be servicing the more difficult areas to access. Liza Simpson pointed out that the flyer did not contain information about the Old Town recycling schedule and Mr. Blonquist stated that this information is currently being disbursed. She noted that there are apartments above commercial spaces on Main Street and understood that glass should be thrown away or taken to the Recycling Center. Cliff Blonquist stated that the City has been ahead of the curve but offering recycling County-wide is significant. Discussion ensued on continuing to educate the public; drivers can tag bins with information which can also be placed on the City's website. Andy Beerman thanked the County for offering a County-wide program and its willingness to work with issues in Old Town. Mr. Blonquist and Mr. Raymond urged the public to be patient.

3. SR224 Corridor Study. Brooks Robinson explained that the area on SR224 extends from the Park City Market to Jan's and the purpose of the study was to identify some short and long term improvements for all modes of transportation through that corridor. This includes pedestrians, bicycles, vehicles and transit buses. The redevelopment of PCMR, lower Park Avenue and Bonanza Park will place more pressure on the corridor. The study considers planning efforts; funding mechanisms and many City departments were involved. He introduced John Nepstad, Fehr & Peers, who is the project manager for the consultant team.

Mr. Nepstad explained that Design Workshop and Horrocks Engineers have helped with some of the cost estimates. Terrell Budge, Design Workshop, discussed getting input from the City, stakeholders and from the general public and establishing goals for the project. The study includes a description of goals and the number one concern seemed to be to increase pedestrian and bicycle safety. Aggregating people in less numbers of cars will reduce noise pollution and it is a goal to make that portion of the corridor more appealing. The accident rate is consistent with the findings on the number of curb cuts and major stakeholders like PCMR and Deer Valley were involved in discussions. Mr. Budge indicated that the plan should improve the visitor's experience with regard to wait time and aesthetics. The stakeholders participated in a walking tour in February, an existing conditions analysis, one-on-one meetings, and a general stakeholder workshop. Alternatives were presented to the group which were refined and addressed at an open house last month. A cost analysis has been conducted. He indicated that Council comments will be considered to finalize the plan in the coming month.

Steve Brozo illustrated a slide of the study area. The major issues and a phased set of solutions are listed. The corridor has a narrow right-of-way, sidewalks are narrow and attached, no bike lanes, inadequate pedestrian crossings (Kearns and Deer Valley Drive intersections), too many curb cuts, high peaking traffic, and an offset intersection at Homestake Drive and Lame Dog Drive. Park City aesthetics are lost through the stretch as the road becomes more visually busy. This section of the corridor has inadequate pedestrian and bike infrastructure and trail connections. He displayed a slide illustrating the 25 curb cuts along the corridor which are significantly higher than the UDOT standard. Mr. Brozo stated that there are some solutions to reduce the number.

John Nepstad pointed out the importance of maintaining a high level of engagement with UDOT. The project is divided into three phases and the first step is to obtain the multi-use trail easements on either side of SR224. The easiest approach is the west side at the Park Avenue Condos. The property manager played a key part of the stakeholder group and it is helpful to have him involved. Condominium owners expressed concerns about the level of noise. Deer Valley Drive and Empire Avenue is a major intersection. He encouraged considering installing raised medians along SR224 and real time message signs at certain locations. UDOT is open to these suggestions but there are no commitments.

He discussed realigning Homestake with Lame Dog and getting feedback on the hawk beacon. This is an opportunity to consolidate the intersection and install a traditional signalized intersection. The hawk beacon can be confusing to visitors. A pedestrian tunnel from Jans to Cole Sports needs more study but it may be a good solution for the intersection. Andy Beerman referred to the tri-tunnel and felt it makes sense to address both at the same time. Mr. Nepstad responded that it significantly increases the cost. There are space restraints because of the proximity of the buildings to the street. He again addressed the negative impacts of the number of curb cuts with regard to accidents and traffic flow. Five locations have been identified to eliminate or to consolidate curb cuts.

Dick Peek pointed out the problems associated with the Starbucks parking lot which affects the intersection. Mr. Nepstad agreed and stated that they will look at it. Andy Beerman expressed that trees in front of Jans and Coles may block the businesses and asked if other landscaping will be considered like grasses. It was indicated that visibility is an important consideration but the planting of trees can still be achieved. Alex Butwinski also commented on the difficulty of the Starbuck's parking lot. John Nepstad stated that Council's and staff's comments will be channeled back to UDOT. The benefits of Phase 1 relate to gateway aesthetics and there will always be a challenge with using medians and providing adequate access.

He elaborated on the benefits of the three-way tunnel and roundabout at the intersection of Park Avenue and Empire Avenue contemplated in Phase 2. The cost is estimated at $2.5 million and UDOT should be involved early in the process. Right-of-way impacts are minimal.

Terrell Budge noted that Phase 3 is an expansion of the right-of-way to the east and to accommodate a larger boulevard. This will allow retail to front onto the street and be serviced from behind. He emphasized that this is a long-term plan. Right-of-way acquisition may be in the $10 million range and another roundabout plus utilities, landscaping, etc. is in the $7 million range.

Liza Simpson pointed out that the challenge with tunnels has been obtaining the right-of-way needed for the portals. She felt that the other side of the Deer Valley Drive Park Avenue intersection should also be addressed. Alex Butwinski believed that there are walkability funds to cover most of the hard costs for Phases 1 and 2 and funding seems less of an issue than UDOT cooperation. He asked if a property owner has to agree on changing or eliminating a curb cut. John Nepstad spoke about working with property owners but did not provide a clear response. Andy Beerman suggested moving the Phase 3 round-about further south and the consultants felt this can be explored.

Prepared by Janet M. Scott, City Recorder

PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
JUNE 28, 2012

I ROLL CALL

Mayor Dana Williams called the regular meeting of the City Council to order at approximately 6 p.m. at the Marsac Municipal Building on Thursday, June 28, 2012. Members in attendance were Dana Williams, Andy Beerman, Alex Butwinski, Cindy Matsumoto, Dick Peek, and Liza Simpson. Staff present was Tom Bakaly, City Manager; Mark Harrington, City Attorney; Sharon Bauman, Senior City Recorder; Tyler Poulson, Sustainability Program Manager; Jim Blankenau, Environmental Regulatory Program Manager; Jennifer Danowski, Budget Analyst; Kirsten Whetstone, Planner; Nate Rockwood, Budget Program Manager; Jed Briggs, Budget Program Manager; Hugh Daniels, Emergency Preparedness Manager; Wade Carpenter, Police Chief; and Paul Hewitt, Fire Chief.

II COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Fire Restriction Update – The Mayor announced that the update will be moved to Item 9 under New Business.

III PUBLIC INPUT *(Any matter of City business not scheduled on the agenda)*

1. Old Town recycling program – Jeff Love, Woodside Avenue, complained that Old Town has been excluded from the new curbside recycling program. Mayor Williams referred to the work session discussion on this issue. Tyler Poulson stated that he will meet with Mr. Love to clarify the program and Cindy Matsumoto explained that Old Town is not on the schedule yet because the plan is still being finalized. Andy Beerman relayed that recycling pick-up in Old Town will be every other Tuesday.

2. Bill Barron – candidate for US Senate – Pat Cone introduced Bill Barron who is an independent running for US Senate. Bill Barron explained that he went through the signature process to get on the ballot and his focus is addressing climate change. He spoke about his involvement with the Citizens Climate Lobby, an international non-profit, which has been lobbying the federal level for placing a steadily increasing fee on carbon emissions at the source with 100% of revenue returned to households. The dividend to households is designed to offset the increase individuals would see at the gas pump. The legislation provides the mechanism to allow the economy to drive the transition to clean energy and would create needed jobs.

IV RESIGNATIONS AND APPOINTMENTS

Consideration of two appointments to the Library Board for terms beginning July 2012 and expiring July 2013 and two appointments beginning July 2012 and expiring July 2015 – The Mayor requested a motion to appoint Jerry Brewer and Alison Butz for terms expiring 2015 and Faye Malnar and Bobbie Pryon for one year terms. Liza Simpson, "I so move". Cindy Matsumoto seconded. Motion unanimously carried.

V NEW BUSINESS

1. Consideration of approving a Real estate Purchase Contract for property located at 1450 – 1460 Park Avenue with GreenPark Cohousing. – The Mayor opened the public hearing. There was no input. Cindy Matsumoto, "I move to continue the consideration of approving a Real estate Purchase Contract for property located at seconded. Motion unanimously carried.

2. Consideration of an Ordinance annexing approximately 33.74 acres known as the Richards/PCMC Annexation located in the south half of Section 5, Township 2 South, Range 4 East, Salt Lake Base and Meridian, Park City, Utah, and amending the Official Zoning Map of Park City to zone the property ROS (Recreational Open Space) and SF (Single Family Development) – The Mayor opened the public hearing.

Mike Jorgenson, Pay Day resident, stated that he attended the meeting to learn more about the project. He wished he knew this item was going to be continued before coming to the Marsac Building.

The Mayor requested a motion to continue to August 16th; Liza Simpson, "I so move". Cindy Matsumoto seconded. Motion unanimously carried.

3. Consideration of a contract award for the Transit Solar Project at 1053 Iron Horse to Intermountain Wind and Solar in the amount of $238,986 in a form approved by the City Attorney – Tyler Poulson explained funding was acquired from the FTA for this project. The City released a RFP in April and Intermountain Wind and Solar was selected to install 214 solar panels on the south facing roofs on the Public Works and Transit campus. A roof reinforcement is built into the price and the City is required to pay a 20% cost share or about $47,000. The panels are warrantied for 25 years but are expected to last longer. He relayed that the total energy generation is around 90,000 kilowatt hours a year or 25% of the historic electricity usage.

The Mayor understood that local contractors cannot receive preference in the selection process and Mr. Poulson responded that special preference is not allowed in this instance unlike the Police Building Project. In response to a question from Alex Butwinski, Mr. Poulson stated that Intermountain has been around for about ten years and have done over 250 installations. He pointed out Gardner's Engineering's incomplete bid package. The Mayor invited public input. There was none.

Andy Beerman, "I move we authorize the City Manager to enter into a construction agreement not to exceed $238,986 with Intermountain Wind and Solar for installation of a solar photovoltaic array on the roof of the Transit and Public Works facility". Liza Simpson seconded. Motion unanimously carried.

4. Consideration of a purchase contract for budget software with BOARD MIT in the amount of $192,848, in a form approved by the City Attorney – Jennifer Danowski explained that as the City's budget has grown, become more complex and transitioned to the BFO process, an increasing need to better manage the budget was apparent. The budget is produced through a series of many Excel spreadsheets which is very inefficient, time consuming to update and requires a lot of institutional knowledge to manage and understand. She believes there is a transparency problem because it is difficult to find specific information in the current system. A RFP was issued and eight proposals were submitted from across the country. A selection committee was formed and vendors conducted demonstrations for staff. The committee unanimously selected Neubrain to provide the support software and Ms. Danowski described its experience working with governments and providing budgeting software that directly mirrors each client's budgeting process.

Jed Briggs explained that Neubrain conducted a demonstration which Andy Beerman attended. He added that the BOARD software is rated number one, easy to use, and highly efficient. It is used across the world and custom-made for each user and he illustrated applications. The BFO process is very forward-thinking and having compatible software will make the budget process more transparent.

Andy Beerman stated that he appreciated the demonstration and was impressed by the software, specifically because it is inclusive so there won't be added costs for modifications. He was concerned about purchasing it through a third-party as opposed directly from BOARD who designed the software. However, he understands that Neubrain is great to work with. Jed Briggs explained the terms of the contract. In response to a question from Alex Butwinski, Mr. Briggs explained that amounts in the contract cannot be exceeded. He felt the budget staff is proficient enough to be the developers and to be able to update the software when needed. Liza Simpson was supportive. Mr. Briggs mentioned that Neubrain was very impressed with the BFO process. Andy Beerman commented that the budget will be available live at the City and this plan improves transparency. The Mayor invited public input; there was none.

Alex Butwinski, "I move we authorize the City Manager to enter into a purchase contract for budget software with BOARD MIT in the amount of $192,848, in a form approved by the City Attorney". Dick Peek seconded. Motion unanimously carried.

5. Consideration of a service provider contract with Jorge Blanco for the PC MARC public art project in the amount of $69,000, in a form approved by the City Attorney – Sharon Bauman explained that Mr. Blanco was selected based on his previous works and his conceptual proposal for this project. The proposal is entitled "Air" and consists of three sculptures of cyclists. Scope of the work will include the fabrication of all of the pieces and the components will be built and installed on site. Each colorful piece is designed at 16.5 feet high, 8.75 feet wide and 2.5 feet deep and will be treated with a UV coating.

She explained that $84,000 was set aside for the public art for the MARC and detailed the advertising process where over 100 proposals responded the second time. The balance of the $84,000 minus the art and stipends paid to applicants is approximately $11,500 and the Art Board requests that this be retained for public art or for maintenance of existing public art projects. The Board also requests that Council consider amending the LMC to allow lighting for public art installations. The location of the piece was clarified. In response to a question from Ms. Matsumoto, Ms. Bauman stated that engineering costs are included in the price. In response to questions from Dick Peek, it was explained that the coating should protect the sculptures. Mr. Beerman asked about selecting local artists. Ms. Bauman described her extensive noticing and posting process; some local artists did submit proposals. Mr. Butwinski complimented Ms. Bauman on her hard work.

Alex Butwinski, "I move that we authorize the City Manager to enter into a service provider contract with Jorge Blanco for the PC MARC public art project in the amount of $69,000, in a form approved by the City Attorney with Council's approval to put the remaining $11,000 into the general public art fund". Liza Simpson seconded. Motion unanimously carried.

6. Consideration of an Ordinance - 2700 Deer Valley Drive #B-202 amendment to record of survey – Kirsten Whetstone described the application to add a bedroom and bathroom to Unit B-202. The restriping of the parking garage created two additional parking spaces so the amendment to the unit will be able to meet current parking requirements. The other space is necessary for the fourth amendment relating to a similar request. The Planning Commission forwards a positive recommendation. The Mayor opened the public hearing; there were no comments. Dick Peek, "I move that we approve the third amendment to the Courchevel Condominiums Record of Survey plat based on the findings of fact, conclusions of law and conditions of approval as found in the draft ordinance". Liza Simpson seconded. Motion unanimously carried.

7. Consideration of an Ordinance approving the Second Supplemental Plat for constructed units at the Belles at Empire Pass Condominiums, amending Unit 9, located at 14 Silver Strike Trail, Park City, Utah – Kirsten Whetstone explained that this is the fourth review and platting of these units formerly known as Christopher Homes. The final condition of approval before a certificate of occupancy can be issued is that these constructed units be platted. The Planning Commission forwards a positive recommendation. The Mayor opened the public hearing; there were no comments.

Liza Simpson, "I move that we approve the Second Supplemental Plat for constructed units at the Belles at Empire Pass Condominiums, amending Unit 9, based on the findings of fact, conclusions of law and conditions of approval as found in the draft Ordinance". Dick Peek seconded. Motion unanimously carried.

8. Consideration of a Resolution Approving an Additional Resort Communities Cities Sales and Use Tax in Park City, Utah and authorizing staff to place the matter for voter approval during the November 2012 General Election – Nate Rockwood stated that the Council adopted the plan in the 2014 budget which includes this as a source of revenue. Adopting the Resolution is the first step in getting it on the ballot and staff is recommending that all of the revenue generated go directly into the CIP Fund. Staff has already begun the process of getting information to the HPCA, Board of Realtors, Lodging Association and the Chamber.

Alex Butwinski asked if the wording on the ballot will indicate that revenues will be allocated to capital and Ms. Simpson pointed out that it is in the Resolution. If the initiative fails this year, he asked if it could be placed on next year's ballot. Mark Harrington did not believe there is any limitation. He discussed the educational piece including the pros and cons of the initiative but the capital fund wording is not contemplated in the ballot language. There is a grey area about how much the current Council can bind the future use of the tax revenue. He felt that although the wording can be placed on the ballot, he would not advise that.

Cindy Matsumoto asked about the limitation of members advocating the tax. Mr. Harrington explained that it relates to use of City funds and equipment and will distribute written information on procedures to members. He explained that as individuals, members can personally share their opinions with the public. The Mayor asked who writes the pamphlet. The City Attorney noted that if no one volunteers; the City seeks out someone and a third party tends to be more objective on the cons. The City typically drafts the pros. The Mayor opened the public hearing. There was none.

Liza Simpson, "I move that we approve a Resolution placing an additional .5% Resort Communities Sales Tax and Use Tax seeking voter approval during the November 2012 General Election". Alex Butwinski seconded. Motion unanimously carried.

9. Consideration of an Ordinance regulating the use of fireworks within Park City during the 2012 Fire Season – Hugh Daniels stated that he made a presentation on wild fire interface issues a couple of weeks ago to the City Council. Utah has now had over 100 fires this year, 90% of which has been human caused, covering of 110,000 acres, and growing by the minute. There are six active fires in the state today none of which are 50% contained. He pointed out that public safety is one of the prime responsibilities of local government and staff does not take recommending the approval of this Ordnance lightly. It may disappoint some people but life, safety and property preservation are paramount in the community. Park City has a little over 11,000 acres in the City limits. The state has issued restrictions on fireworks and open fires throughout the state and federal lands, everything except incorporated cities and towns. The County issued its restrictions on Monday

Police Chief Wade Carpenter reported that he attended the Governor's press conference on behalf of the Mayor. The message was to promote safe holiday celebrations and provide awareness for caution in municipalities, county and state areas. The restrictions are already in place for unincorporated areas in the state. He relayed that the Governor stressed the importance of municipalities taking the lead in their communities and Park City is unique in that it is in the urban interface area and needs to take a hard line in adopting these regulations and ordinances and enforcing them. Chief Carpenter stated that the Ordinance prohibits fires and the use of fireworks within Park City during the 2012 fire season, June 28 through October 1, 2012. It can be adjusted to October 31 if needed. The humidity has been very low which is a concern. Staff saw an opportunity to adopt Summit County's process for recovery of costs and responding to emergencies caused by aggravated or negligent fires. He emphasized that we live in an area with very little separation in public areas and foliage.

Cindy Matsumoto asked if there is anything more restrictive that can be done. Chief Wade Carpenter stated that Class C fireworks are prohibited which are anything that leaves the ground, spins, and the only thing left are sparklers and ground snakes which may be protected by the state. In response to a question from Liza Simpson about the need to have a cost recovery program since it has been adopted by Summit County, Mark Harrington explained that County ordinances don't usually apply within the City limits, unless implied, and it appears in the Ordinance as protection to the City. Fire Chief Paul Hewitt explained that there is provision for allowing charcoal, liquid propane gas and natural gas in approved receptacles.

Chief Wade Carpenter explained that fires can start with firearms but since they are illegal in the City limits, it is not specifically listed for Park City but recognized in Summit County's ordinance. Andy Beerman asked if the City could urge a Fresh Market not to sell Class C fireworks. Police Chief Carpenter explained that the City cannot prohibit the sale of fireworks only the use. Fire Chief Hewitt added that stores are under contractual obligations to sell through their corporate offices. Mayor Williams relayed that a Fresh Market would like to talk to someone from the team tomorrow if the ordinance passes.

In response to a question from Cindy Matsumoto, Fire Chief Hewitt stated that fire pits can be used if they have a spark arrester in an approved container. He referred to the section on open fires and reiterated that sparklers and snakes are about the only products allowed. There will be citizens who feel their rights have been taken away but one of the biggest reasons for taking these measures is that air resources are completely tied up now and Park City would be very limited in stopping a fire. He referred to sections from the Utah Code and the Fire Code, providing authorities to municipalities. Discussion ensued on prohibiting smoking outside and Fire Chief Paul Hewitt felt that is too difficult to enforce, acknowledging that the Ordinance is imperfect. There was discussion about calling 911 immediately when a fire is witnessed in progress. Liza Simpson felt the message to the public needs to be to use common sense and be careful. Paul Hewitt emphasized that our citizens are our best line of defense. Police Chef Wade Carpenter urged the public to call the police if witnessing people lighting fireworks. He suggested minor wording amendments to the Ordinance as did the City Attorney which were accepted by the City Council. The Mayor invited public input; there as none.

Andy Beerman, "I motion we adopt the Fireworks Ordinance regulating the use of fireworks within Park City during the 2012 Fire Season, as amended". Alex Butwinski seconded. Motion unanimously carried.

VI ADJOURNMENT

With no further business, the regular meeting of the City Council was adjourned.

MEMORANDUM OF CLOSED SESSION

The City Council met in closed session at approximately 2 p.m. Members in attendance were Mayor Dana Williams, Andy Beerman, Alex Butwinski, Cindy Matsumoto, Dick Peek, and Liza Simpson. Staff present was Tom Bakaly, City Manager; Linda Tillson, Library Director; Diane Foster, Deputy City Manager; Heinrich Deters, Trails Manager; Bret Howser, Budget Manager; Ken Fisher, Recreation Manager; Jon Weidenhamer, Economic Development Manager; and Mark Harrington, City Attorney. Liza Simpson "I move to close the meeting to discuss personnel, property and litigation". Andy Beerman seconded. Motion carried unanimously. The meeting opened at approximately 3 p.m. Andy Beerman, "I move to open the meeting". Alex Butwinski seconded. Motion unanimously carried.

The City Council again convened in closed session at approximately 7:30 p.m. after the adjournment of the regular meeting. Liza Simpson, "I move to close the meeting to discuss litigation and property". Cindy Matsumoto seconded. Motion unanimously carried.

The meeting for which these minutes were prepared was noticed by posting at least 24 hours in advance and by delivery to the news media two days prior to the meeting.

Prepared by Janet M. Scott, City Recorder

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