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**CITY COUNCIL  
CITY OF RAMSEY  
ANOKA COUNTY  
STATE OF MINNESOTA**

The Ramsey City Council conducted a regular meeting on Tuesday, September 12, 2017, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:     Acting Mayor John LeTourneau  
                            Councilmember Mark Kuzma  
                            Councilmember Chris Riley  
                            Councilmember Melody Shryock  
                            Councilmember Kristine Williams

Members Absent:     Mayor Sarah Strommen  
                            Councilmember Jill Johns

Also Present:         City Administrator Kurtis Ulrich  
                            Police Chief Jeff Katers  
                            Public Works Superintendent Grant Riemer  
                            Human Resources Manager Colleen Lasher  
                            Community Development Director Timothy Gladhill  
                            City Engineer Bruce Westby  
                            Asst. City Administrator/Economic Development Manager Patrick Brama  
                            Community Development Intern Alec Henderson

**1.     CALL TO ORDER**

Acting Mayor LeTourneau called the regular meeting of the Ramsey City Council to order at 7:00 p.m., followed by the Pledge of Allegiance led by Acting Mayor LeTourneau.

**2.     PRESENTATION**

**2.01:   Presentation Proclaiming September 17-23, 2017 as Constitution Week**

Acting Mayor LeTourneau read aloud the proclamation declaring September 17-23, 2017 as Constitution Week, noting that the item will appear on the consent agenda for Council adoption. He stated that he will present this proclamation to the Daughters of the American Revolution.

**3.     CITIZEN INPUT**

None.

**4.     CONSENT AGENDA**

Motion by Councilmember Kuzma, seconded by Councilmember Shryock, to approve the following items on the Consent Agenda:

- 4.01: Receive Cash and Investments for Period Ending August 31, 2017
- 4.02: Approve the following Meeting Minutes:
  - 1) City Council Work Session dated August 22, 2017
  - 2) City Council Regular dated August 22, 2017
- 4.03: Approve Rental Licenses
- 4.04: Approval of Tuition Reimbursement
- 4.05: Adopt Resolution #17-09-228 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of August 17, 2017 through September 6, 2017
- 4.06: Adopt Resolution #17-09-210 Declaring Costs to be Assessed and Calling for a Public Hearing on Proposed Assessment for Past Due Charges on Municipal Utility Bills (which may include water, sewer, street lighting, recycling, storm water charges and penalties incurred) and Current Services Rendered
- 4.07: Adopt Resolution #17-09-213 Ordering Assessment Roll and Calling Assessment Hearing for Improvement Project #17-00, Sunwood Drive Reconstruction
- 4.08: Adopt Resolution #17-09-209 Approving a Conditional Use Permit for a Two-Story Accessory Building (Project #17-107); Case of Raymond and Linda Bonifas
- 4.09: Adopt Resolution #17-09-229 Approving an Amended Development Agreement for Regency Commons Addition (Project No. 16-108); Case of National Self Storage
- 4.10: Adopt Resolution #17-09-226 to Promote the Lead Police Records Technician to the Police Department Office Supervisor
- 4.11: Adopt Resolution #17-09-227 to Hire an Engineering Intern
- 4.12: Adopt Resolution #17-09-231 Proclaiming September 17-23, 2017 as Constitution Week

Motion carried. Voting Yes: Acting Mayor LeTourneau, Councilmembers Kuzma, Shryock, Riley, and Williams. Voting No: None. Absent: Mayor Strommen and Councilmember Johns.

## **5. APPROVE AGENDA**

Motion by Councilmember Shryock, seconded by Councilmember Williams, to approve the agenda as presented.

Motion carried. Voting Yes: Acting Mayor LeTourneau, Councilmembers Shryock, Williams, Kuzma, and Riley. Voting No: None. Absent: Mayor Strommen and Councilmember Johns.

## **6. PUBLIC HEARING**

- 6.01: Public Hearing to Consider Adopting Resolution #17-09-215 Approving Easement Vacation and Final Plat for Gobernatz 3<sup>rd</sup> Addition (Project No. 17-139); Case of Jolene and Scott DeJarlais**

### **Presentation**

Community Development Director Gladhill reviewed the staff report and recommendation to adopt Resolution #17-09-215 granting approval of the Final Plat for Gobernatz 3<sup>rd</sup> Addition and vacating certain drainage and utility easements on the subject property.

### **Public Hearing**

Motion by Councilmember Shryock, seconded by Councilmember Williams, to open the public hearing.

Motion carried. Voting Yes: Acting Mayor LeTourneau, Councilmembers Shryock, Williams, Kuzma, and Riley. Voting No: None. Absent: Mayor Strommen and Councilmember Johns.

The public hearing was opened at 7:07 p.m.

### **Citizen Input**

There was none.

Motion by Councilmember Riley, seconded by Councilmember Williams, to close the public hearing.

Motion carried. Voting Yes: Acting Mayor LeTourneau, Councilmembers Riley, Williams, Kuzma, and Shryock. Voting No: None. Absent: Mayor Strommen and Councilmember Johns.

The public hearing was closed at 7:07 p.m.

### **Council Business**

Motion by Councilmember Williams, seconded by Councilmember Kuzma, to Adopt Resolution #17-09-215 Granting Approval of an Easement Vacation and Final Plat for Gobernatz 3<sup>rd</sup> Addition.

Motion carried. Voting Yes: Acting Mayor LeTourneau, Councilmembers Williams, Kuzma, Riley, and Shryock. Voting No: None. Absent: Mayor Strommen and Councilmember Johns.

### **6.02: Public Hearing to Consider Adoption of Ordinance #17-12 Vacating Certain Drainage and Utility Easements Related to the Cole Addition; Case of Bryon and Lynn Cole (Project No. 17-132)**

### **Presentation**

Community Development Intern Henderson reviewed the staff report and recommendation to adopt Ordinance #17-12 vacating certain drainage and utility easements on the subject property. He noted that the approved Final Plat does dedicate to the public drainage and utility easements in accordance with the City Code.

Councilmember Kuzma stated that there was some discussion on a sidewalk at the last meeting and asked how that turned out.

Community Development Director Gladhill stated that the approval included the requirement of the sidewalk. He noted that if the sidewalk were to be removed, that would require the Final Plat to come back before the City Council.

### **Public Hearing**

Motion by Councilmember Williams, seconded by Councilmember Kuzma, to open the public hearing.

Motion carried. Voting Yes: Acting Mayor LeTourneau, Councilmembers Williams, Kuzma, Riley, and Shryock. Voting No: None. Absent: Mayor Strommen and Councilmember Johns.

The public hearing was opened at 7:11 p.m.

### **Citizen Input**

There was none.

Motion by Councilmember Riley, seconded by Councilmember Shryock, to close the public hearing.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Riley, Shryock, Johns, Kuzma, LeTourneau, and Williams. Voting No: None.

The public hearing was closed at 7:11 p.m.

### **Council Business**

Motion by Councilmember Kuzma, seconded by Councilmember Shryock, to waive the City Charter requirement to read the ordinance aloud and Adopt Ordinance #17-12 Vacating Certain Drainage and Utility Easements in the City of Ramsey, Anoka County, Minnesota, contingent upon recording of the Plat.

A roll call vote was performed by the Recording Secretary:

Councilmember Riley	aye
Councilmember Shryock	aye
Councilmember Williams	aye
Councilmember Johns	absent
Councilmember Kuzma	aye
Mayor Strommen	absent
Acting Mayor LeTourneau	aye

Motion carried.

## 7. COUNCIL BUSINESS

### 7.01: Consider Adopting Resolution #17-08-207 Approving Contract with the University of Minnesota for the Resilient Communities Project

Community Development Director Gladhill reviewed the staff report and recommendation to adopt Resolution #17-08-207 approving the final contract with the University of Minnesota for participation in the Resilient Communities Project.

Councilmember Kuzma stated that he was not in favor of this last February and is still not in favor of the project as he believes that the funds could be used in better ways. He stated that a consultant was being used for the park planning and he suggested that the students be used for that process and was told that the students would not have the necessary knowledge.

Community Development Director Gladhill stated that this was never intended to take away project management from the City team but instead provide assistance with data collection. He noted that residents also may be more open to sharing different perspectives with students rather than the same City staff team. He noted that the parks project was intended to stay with the current team but the students will be used to supplement some elements of the project. He noted that this project would provide more “boots on the ground” work. He stated that in speaking with others that have participated in the program, there has been an amount of work equal to \$100,000 to \$300,000 worth of time for the cost the City will pay. He stated that the importance of the contract is to ensure that there are clear deliverables and if they do not perform on those, the element will be fixed or the City would receive funds back.

Councilmember Riley stated that it sounds like there is a good plan in place and wanted to ensure that there is a real world focus rather than an academic exercise as the project moves along.

Community Development Director Gladhill stated that staff has been pushing the program director on that piece and that is where the contract comes into play to ensure that the City receives the deliverables agreed upon.

Councilmember Shryock stated that she has been very excited with this opportunity as it is an opportunity for the City to capture some experience and fresh perspective while also assisting in providing real world experience for the students.

Motion by Councilmember Shryock, seconded by Councilmember Williams, to Adopt Resolution #17-08-207 Authorizing Contract with the University of Minnesota for the Resilient Communities Project.

Motion carried. Voting Yes: Acting Mayor LeTourneau, Councilmembers Shryock, Williams, and Riley. Voting No: Councilmember Kuzma. Absent: Mayor Strommen and Councilmember Johns.

**7.02: Consider Adopting Resolution #17-09-239 Approving Amendment to Development Agreement for COR Three North Commons (Project No. 16-63); Case of Purmort Homes**

Community Development Director Gladhill reviewed the staff report and recommendation to approve of the amendment to the Development Agreement for COR North Commons.

Councilmember Williams asked if the financial surety would remain in place to ensure the sidewalk is constructed.

Community Development Director Gladhill confirmed that although the surety has been reduced there is more than enough to cover the sidewalk and any remaining issues.

Councilmember Williams stated that nothing about this parcel is precedent setting as every element seems unique and therefore she is comfortable stating that these are unique circumstances.

Acting Mayor LeTourneau agreed with the comments of Councilmember Williams.

Motion by Councilmember Williams, seconded by Councilmember Kuzma, to Adopt Resolution #17-09-230 Granting an Amendment to the Development Agreement for COR Three North Commons.

Motion carried. Voting Yes: Acting Mayor LeTourneau, Councilmembers Williams, Kuzma, Riley, and Shryock. Voting No: None. Absent: Mayor Strommen and Councilmember Johns.

**7.03: Consider Multiple Actions Related to a Subdivision known as Lavern Estates (Project No. 17-137); Case of Joshua Peterson**

- 1. Consider Resolution #17-09-220 Approving Final Plat; Comprehensive Plan Amendment and Authorizing Staff to Submit the Amendment to the Metropolitan Council**
- 2. Introduce Ordinance #17-11 Zoning Amendment**

Community Development Intern Henderson reviewed the staff report and noted that the Planning Commission voiced general support of the Minor Plat at their August 3, 2017 meeting and recommended approval of the Comprehensive Plan and Zoning Amendments.

Councilmember Riley asked for information from the applicant as to the plan.

Josh Peterson, applicant, stated that his goal is to utilize the property for personal use, to build a home that he will live in.

Motion by Councilmember Riley, seconded by Councilmember Williams, to Adopt Resolution #17-09-220 Approving Final Plat, Development Agreement, Comprehensive Plan Amendment, authorize staff to submit Comprehensive Plan amendment to the Metropolitan Council, and

introduce Ordinance #17-11 rezoning subject area from R-1 Residential (MUSA) to R-1 Residential (Rural Developing).

Motion carried. Voting Yes: Acting Mayor LeTourneau, Councilmembers Riley, Williams, Kuzma, and Shryock. Voting No: None. Absent: Mayor Strommen and Councilmember Johns.

**7.04: Consider Multiple Actions Related to a Proposed Subdivision Known as Estates of Silver Oaks 2<sup>nd</sup> Addition (Project 17-119); Case of Silver Oaks Realty**

- 1. Adopt Ordinance #17-09 for a Zoning Map Amendment**
- 2. Adopt Resolution #17-09-219 Granting Approval of the Final Plat and Development Agreement**

Community Development Director Gladhill reviewed the staff report and recommendation to approve the Final Plat, Zoning Amendment, and Development Agreement contingent upon compliance with the Staff Review letters. He stated that while the project will result in the loss of some significant tree cover, it does comply with the Tree Preservation Ordinance. He stated that the Final Plat does show a relocated driveway access to Highway 47 for Lot 5, Block 2, further north on the property to address concerns previously noted by the Planning Commission. He stated that while this project would require a Zoning Amendment and a Comprehensive Plan Amendment, the area immediately south of the subject property is zoned R-1 Residential (MUSA) and was re-guided to LDR with a previous Comprehensive Plan Amendment.

Councilmember Riley asked for more information on the Comprehensive Plan Amendment.

Community Development Intern Henderson stated that as proposed the applicant would like a higher density development which would require a rezoning to LDR. He noted that the property to the south is already zoned MUSA and therefore this rezoning would be compliant with the neighboring zoning.

Community Development Director Gladhill stated that the act of the rezoning and Comprehensive Plan Amendment would extend the MUSA area and result in quarter acre lots rather than two acres lots. He noted that mailings were sent to the surrounding neighborhoods and there were no negative comments received.

Councilmember Riley asked if this property would have access onto Highway 47.

Community Development Intern Henderson stated that there was safety concerns with the existing access and therefore the access would be relocated to a better position and no additional accesses would be added.

Councilmember Shryock asked if land is going to be reserved for trail easements in the future.

Community Development Director Gladhill stated that a trail easement is not requested but noted that there is space and that could be added as a separate recordable document.

Councilmember Shryock commented that would be important to her.

Motion by Councilmember Riley, seconded by Councilmember Williams, to waive the City Charter requirement to read the ordinance aloud and Adopt Ordinance #17-09 Approving a Zoning Amendment for the Subject Property to R-1 Residential (MUSA).

A roll call vote was performed by the Recording Secretary:

Councilmember Riley	aye
Councilmember Shryock	aye
Councilmember Williams	aye
Councilmember Johns	absent
Councilmember Kuzma	aye
Mayor Strommen	absent
Acting Mayor LeTourneau	aye

Motion carried.

Motion by Councilmember Shryock, seconded by Councilmember Williams, to Adopt Resolution #17-09-219 Granting Final Plat and Development Agreement Approval of Estates of Silver Oaks 2<sup>nd</sup> Addition, contingent upon staff review, Metropolitan Council approval, zoning amendment, and Development Agreement review of legal form by the City Attorney and requiring proper trail easement for the property along Highway 47.

Motion carried. Voting Yes: Acting Mayor LeTourneau, Councilmembers Shryock, Williams, Kuzma, and Riley. Voting No: None. Absent: Mayor Strommen and Councilmember Johns.

**7.05: Consider Adopting Resolution #17-09-218 Granting a Conditional Use Permit for Motor Vehicle Sales at 7103 Highway 10 NW (Project 17-140); Case of Motors on 10**

Community Development Director Gladhill reviewed the staff report and recommendation to approve the Conditional Use Permit to allow the expansion of the parking lot.

Motion by Councilmember Riley, seconded by Councilmember Shryock, to Adopt Resolution #17-09-218 Approving the Issuance of a Conditional Use Permit to Motors on Ten, LLC, to Expand a Lawful Nonconforming Use and to Allow Motor Vehicle Sales in the H-1 Highway 10 Business District and Declaring Terms of Same.

Motion carried. Voting Yes: Acting Mayor LeTourneau, Councilmembers Riley, Shryock, Kuzma, and Williams. Voting No: None. Absent: Mayor Strommen and Councilmember Johns.

**7.06: Consider Adopting Resolution #17-09-216 Granting Final Plat Approval to Bunker Lake Industrial Park (Project #17-127); Case of PSD, LLC**

Community Development Director Gladhill suggested moving this item to later in the agenda as the applicant is not present.

Acting Mayor LeTourneau agreed to move this item to later in the agenda.

**7.07: Review Framework for Request to Deviate from Street Name Grid for Riverstone Addition; Case of Capstone Homes**

Community Development Director Gladhill reviewed the staff report and stated that the purpose of the case is to consider a request from Capstone Homes to deviate from the existing street name grid for Riverstone Development. He asked for input from the Council.

Councilmember Kuzma stated that he would like to hear about the public safety element.

Police Chief Katers stated that the position remains the same to change the names. He stated that there is a public benefit to remain with the County grid system and they do not see that there is a public benefit for changing that which would exceed the benefit from remaining with the County grid system. He stated that the calls for service are dispatched from the County and the grid system allows the department to find the locations (in Ramsey and other neighboring communities) without the use of GPS or Google Maps, as those services could be unavailable. He provided the example of bird names being used in Coon Rapids and Andover and stated that if a bird name is used in Ramsey that could confuse other municipalities noting that because the dispatching is done by the County, other municipalities hear those calls.

Councilmember Shryock agreed that the names should not be changed and would be in favor of keeping the names in order to maintain continuity throughout the County.

Councilmember Riley stated that the Public Works Committee agreed that they should stay with the letter system and animal names. He stated that the Committee was in favor of changing the Q and S names.

Councilmember Shryock stated that she could agree to change those names as Councilmember Riley suggested.

Heather Lorch, Capstone Homes, stated that City staff and Capstone have reviewed lists five times with a mix of stones, elements, and animals. She recognized that public works is concerned with names that might be in other categories but have suggested fitting names. She stated that Riverstone is contained within the neighborhood and does not connect and therefore they believed that public works would recognize that Riverstone would remain with the Riverstone neighborhood. She appreciated the ability to deviate from the Q and S names as proposed. She stated that they are pretty far down the path and models are in for permits and therefore they really need the addresses and would like to get this resolved so that planning and design can be completed with the next phase of development. She noted that grading has been completed and street names have the potential to hold them up.

Councilmember Kuzma asked if Capstone would be willing to keep Rabbit over Riverstone.

Ms. Lorch stated that they would be willing to make that change but simply wanted the opportunity to bring the option of Riverstone to the Council.

Councilmember Kuzma stated that if Rabbit and Tiger could be agreed upon, it seems the Council would accept the alternate Q and S names.

Ms. Lorch confirmed that they would agree with that.

Acting Mayor LeTourneau asked Police Chief Katers how he would feel with using Riverstone in terms of the existing grid.

Police Chief Katers stated that staff would still be opposed to the use of Riverstone although he could appreciate the developer's point. He stated that for City staff and outside agencies, including the use of mutual aid, if there are deviations from the grid systems that would make it more difficult for public safety officers to reach the necessary destination.

Councilmember Williams stated that she would agree with the staff recommendation as presented.

It was the consensus of the Council to accept the proposed names as presented by staff in the report.

**7.06: Consider Adopting Resolution #17-09-216 Granting Final Plat Approval to Bunker Lake Industrial Park (Project #17-127); Case of PSD, LLC (Continued)**

Community Development Director Gladhill reviewed the staff report and recommendation to adopt Resolution #17-09-216 granting Final Plat approval of Bunker Lake Industrial Park. He stated that the proposed project appears to comply with the bulk standards of the City Code and the proposed use would be an asset to the community's growing employment base.

Councilmember Riley stated that this has been on a fast track, moving quickly, and asked if there is any reason this should not be approved as Final Plat tonight.

Community Development Director Gladhill stated that he does not see any reason this cannot be approved. He noted that the staff review letters include the necessary standard contingencies.

Councilmember Kuzma asked for an update from the applicant.

Matt Kuker, PSD LLC, stated that they are making a lot of progress on the site, moving about 110,000 yards of dirt and an additional 50,000 yards of dirt that Capstone requested. He stated that they do have a phased permit application which staff is reviewing. He stated that the conditions mentioned by Community Development Director Gladhill are standard items that they agree with. He stated that he has been fielding interest calls on the speculative building and noted that it continues to be a positive project.

Motion by Councilmember Kuzma, seconded by Councilmember Williams, to Adopt Resolution #17-09-216 Granting Final Plat Approval of Bunker Lake Industrial Park, contingent upon compliance with the staff review letter.

Motion carried. Voting Yes: Acting Mayor LeTourneau, Councilmembers Kuzma, Williams, Riley, and Shryock. Voting No: None. Absent: Mayor Strommen and Councilmember Johns.

Mr. Kuker thanked the Council for pushing his item back on the agenda so that he could attend his daughter's soccer game.

**7.08: Consider Adopting Resolution #17-09-214 Approving Plans and Specifications and Authorizing Advertisement for Bids for Improvement Project #17-10; Puma Street Utility Extensions**

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #17-09-214 approving Plans and Specifications and authorizing advertisement for bids for Improvement Project #17-10, Puma Street Utility Extensions.

Councilmember Riley asked for more information on manual pumping mentioned in the staff report.

City Engineer Westby noted that the controls and pumps may not be on line right away. He stated that if the lift station needs to be used, it has a large capacity wet well and can be manually pumped when necessary into a truck. He stated that perhaps that would happen two or three times. He noted that would be an expense the City would ask Capstone to pay.

Community Development Director Gladhill stated that while the Development Agreement would allow the developer to obtain permits for model homes, a different date is provided for certificate of occupancy.

Councilmember Williams stated that it is her understanding that this expense to make the lift station deeper is to offset future expenses and that it would be less costly to follow this process.

City Engineer Westby explained that the City would pay those costs upfront but then the future development community would reimburse those expenses. He confirmed that it would be less expensive to proceed in this manner than to attempt to do that expansion in the future.

Motion by Councilmember Williams, seconded by Councilmember Shryock, to Adopt Resolution #17-09-214 Approving Plans and Specifications and Authorizing Advertisement for Bids for Improvement Project #17-10, Puma Street Utility Extensions.

Motion carried. Voting Yes: Acting Mayor LeTourneau, Councilmembers Williams, Shryock, Kuzma, and Riley. Voting No: None. Absent: Mayor Strommen and Councilmember Johns.

**8. MAYOR, COUNCIL AND STAFF INPUT**

City Administrator Ulrich announced upcoming meetings and events.

Acting Mayor LeTourneau echoed the comments that the Happy Days Festival was a great event and thanked the City staff for their hard work.

Councilmember Shryock stated that the Youth First Community Promise is hosting its annual Taste of Community event at Greenhaven Golf Course and invited residents to attend. She stated that Friday is National POW/MIA Recognition Day.

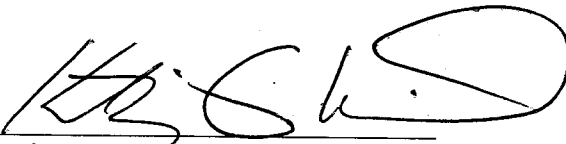
**9. ADJOURNMENT**

Motion by Councilmember Williams, seconded by Councilmember Shryock, to adjourn the meeting.

Motion carried.

The regular meeting of the City Council adjourned at 8:32 p.m.

Respectfully submitted,

  
Kurtis G. Ulrich  
City Administrator

ATTEST:

  
Jo Ann M. Thieling  
City Clerk

Drafted by Amanda Staple  
*TimeSaver Off Site Secretarial, Inc.*