

Council Meeting

July 27, 2016

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The Claremont City Council held a meeting on Wednesday, July 27, 2016, in the Council Chambers of City Hall.

The meeting was called to order by Mayor Lovett at 6:30 p.m.

Members of the Council present were:

Ward I Councilor Carolyn Towle  
Ward II Councilor Scott Pope  
At-Large Councilor Keith Raymond  
Assistant Mayor Victor Bergeron  
Mayor Charlene Lovett  
At-Large Councilor Allen Damren  
At-Large Councilor Bruce Temple  
Ward III Councilor Nicholas Koloski  
At-Large Councilor John Simonds (Late)

Also present were:

Guy Santagate, City Manager  
Jane Taylor, City Solicitor

**AGENDA CHANGES**

None

**MAYOR'S NOTES**

Mayor Lovett thanked Public Works Director Sweet and his staff for the cleanup of trees that were knocked down in the cemetery during the wind storm last week.

Mayor Lovett said a joint meeting of the Council and School Board will be held Tuesday, August 9<sup>th</sup>, 6 p.m. at the Sugar River Valley Regional Technical Center.

Mr. Damren recognized Sullivan County High Sheriff John Simonds for receiving the second annual "No Issue Too Hot to Handle" award from the Raymond S. Burton Legacy Fund.

Mr. Damren thanked Public Works for the newly paved roads.

Mr. Temple talked about the Public Works person that was lost while on the job in Northfield. Public Works is a part of public safety. The worker's name will be placed on a plaque in Concord.

## **CITIZEN'S FORUM**

No one spoke.

## **OLD BUSINESS**

### Update and presentation of Water & Sewer Rate Study

Mayor Lovett said this is the Council's first look at the study.

Scott Sweet, Public Works Director, introduced Michael Maker, Municipal & Financial Services Group.

Michael Maker showed a PowerPoint presentation, Water & Sewer Rate Study Rate Recommendations.

- Factors Affecting Rates
  - Operating and maintenance expense changes
  - Capital improvement plans (aging infrastructure/regulatory compliance)
  - Debt service
  - Customer and consumption changes
    - No customer growth
    - Slight decrease in consumption
  - No revenue growth
  - Minimum cash balance
    - \$2,000,000 for water by the end of FY 2021
    - \$3,000,000 for sewer (maintained through FY 2021)
  - Decline-lower flow fixtures & conservation
  - Minimum
- Revenue Requirements vs Revenue – Water
  - Current revenue not keeping up with operating expenses
- Revenue Requirements vs Revenue – Sewer
  - No proposed rate increase in sewer
- Rate Design
  - Water
    - Semi-annual fixed charges
    - Four-tiered volume rates
  - Sewer
    - Semi-annual fixed charge
    - One unit volume rate
- Fixed Charge Equivalents
  - Water customers 3,611
  - Water unmetered customers 134
  - Sewer customers 2,712
  - Sewer unmetered customers 27
    - Unmetered customers billed flat fee

- Proposed Water Rates
  - 5/8" current \$19.00, FY 2017 \$22.30
- Proposed sewer rates
  - No proposed increases
- What's the Impact on Typical Customers (5/8 inch meter size)
  - Median (50<sup>th</sup> percentile) current \$333.00, FY 2017 \$347.80

At 6:43 p.m. Mr. Simonds arrived.

- FY 2017 Combined Semi-annual Bill Comparison
  - Claremont current is slightly below average
  - Claremont in 2017 will be right about average
- Value of Water (Cost per Gallon)
  - Bottled water (Dasani) \$1.26
  - Claremont water (FY 2017) \$0.005 – delivered to your home or business
- Recommendations
  - Adopt the recommended water and sewer charges and rates for the planning period FY 2017 to FY 2021
  - Eliminate the fixed charge for 2 ½ inch meter size (don't have any customers with that size)
  - Review charges and rates on an annual basis and revise as needed; consider a full cost of service study for all rates and fees every four to five years

Mary Walter, Finance Director, said the last time the rates were changed was six years ago. Both water and sewer were increased; sewer needed significant increases. Now water needs to be increased.

Mr. Maker said City staff has a five-year CIP (Capital Improvements Plan) and this proposal includes that.

Mr. Sweet said some properties are not metered because there is no access.

There was discussion regarding the rate structure involving a fixed rate plus a usage rate and the need for fund balance in the event of an emergency.

Vic St. Pierre, Assistant Public Works Director, talked about the CIP:

- \$700,000 for water and \$700,000 for sewer for the Main Street Project (hope to put out to bid in October)
- Changing meters (spread out over three years)
- \$50,000 in Maintenance Fund to remove lead lines
- Need to upgrade spillways

He indicated the good news that while other communities are suffering with the drought, Claremont is less than 1 foot below capacity on the reservoirs.

Mr. St. Pierre said with the CIP, they are making improvements which may not save costs, but will improve environmental issues. The City has to follow regulations.

Mr. Maker said doing maintenance now will save money by not having to pay to fix a disaster later.

There was a discussion about a previous study that was done to save money. Mr. St. Pierre is unaware of any study, but the department looks for ways to cut costs and save money. They've done an energy audit for the Wastewater Treatment Plant. A water audit program has just been started to find water leaks. They are also doing that for sewer to see if there is infiltration into the system. The jetting program helps clear the pipes which helps reduce overtime.

Mr. Koloski wondered if an independent look at the wishlist of projects will be beneficial.

Ms. Walter said adding large water customers will help offset rates.

Mr. Sweet said the water plant can treat 2.2 million gallons a day and the normal usage is about 1 million gallons a day.

Ms. Walter said the last rate plan was a 5-year plan and we are now in the 6<sup>th</sup> year, but the rates can be reviewed each year if Council wishes.

Ms. Walter said this was presented tonight for the Council to digest and it will come back as an ordinance. If approved, the increases will go into effect for the February billing.

Mayor Lovett asked if any Councilors had questions to send them to the City Manager.

Mr. Temple asked for a chart of the CIP.

Mr. St. Pierre said regarding the nonmetered properties, they will be looked at, at some point.

Bernie Folta, Ward 3, agreed with Mr. Koloski that it would be good to have an independent review.

Mr. Temple would like to know what the industry standard is for how much money to have in reserve. Mr. Maker said that it is a policy issue, but there are industry standards.

Mr. Temple said the percentage increase is shocking, but he recommended people look at how much they will pay. It costs less than one penny to have a gallon of water delivered to your house.

Mr. Santagate said it is not puzzling to see what the reserve is for. He talked about the water problems in Flint, Michigan. Claremont continues to separate water and sewer lines and we are way ahead of other communities. He said the SRF loan fund is a good debt; we save about 20% on those. We want to be reasonable with the rate increase, and need to take care of the infrastructure.

Mayor Lovett asked to put this on the first meeting in August for follow-up discussion.

Department Update – Welfare

Suzanne Carr, Welfare Director, talked about housing options in Claremont. The rental vacancy rate in Claremont is 1.5%. Nationally it is 7% which is the lowest since 1985. Low vacancy rates = rising rents. Median rental rate in NH for 2-bedroom apartment is \$1,206; Sullivan County is \$965. Cash assistance from the state is \$675 for a single parent with 2 children. We have a 2.8% unemployment rate. 60% of the Welfare clients are working. The remainder are disabled, seniors, or underemployed. It costs an average of \$788 a month for childcare; \$984 month for an infant. A living wage to cover basic expenses in Sullivan County for a single person with 2 children is \$ 27.36 per hour. People are having trouble finding housing and then having trouble being able to afford it once they are in. There are wait lists for subsidized housing. Criminal background checks are keeping some out of those complexes. The Claremont Housing Authority hands out vouchers and that wait list has been closed for 4 years. NH Housing Finance Housing Choice Vouchers has a wait list of 6-8 years. Homeless shelters have been pretty much full for the last 3-4 years. The shelters have to take whoever meets the qualifications regardless of where they come from. The shelter in Claremont is run by Southwestern Community Services. In 2016, January-July, the Claremont shelter housed 145 people; 96 were from Sullivan County; and 69 were from Claremont. If someone comes here saying they are homeless, they are referred to 211 or the shelter; they may not come through the City Welfare office. She suggested having Southwestern Community Services come to a Council meeting.

Ms. Carr said regarding a residency requirement, she doesn't know what that impact would be. It's unknown how to prove where a homeless person has been living. Also, we don't know how many people leave Claremont to go to other places. In 2002, Berlin tried to get a residency requirement in state law, but the measure failed when it got to Concord. Claremont keeps track of where clients come from. In the last fiscal year, of the 140 new applicants, only 9 lived in Claremont less than 90 days. Of those 9, 7 came from other NH communities and 2 were from out of state. Of those 9, only 3 were eligible for assistance at about \$2,200. She doesn't see the numbers that would support the effort. She will put together a reference list for the Councilors.

Ms. Carr said there is no time limit for use. Clients are given conditions to do and if they don't comply, they are sanctioned. There are a lot of gray areas in the law. For cash assistance, TANF has a lifetime limit of 5 years, but people can get waivers.

Ms. Carr said regarding warming shelters, the community center is an emergency shelter. She suggested Southwestern Community Services come in to update the Council on homeless issues.

Mr. Koloski requested Council to revisit this. He has some suggestions to partially fix this.

## NEW BUSINESS

### Discussion of Establishment of Charlestown Rd. TIFD

Nancy Merrill showed a PowerPoint presentation for the proposed Charlestown Road TIFD.

- What is Tax Increment Financing
- NH RSA 162-K, Municipal Economic Development & Revitalization Districts
- Proposed Charlestown Road TIFD
  - Properties in Business 2, Industrial 1,2, and 3 zones on Charlestown Road from Highland View Road south to Grissom, and Grissom from Route 12 to the rail;
  - 370 +/- acres = 1.4% of total land area;
  - Total taxable assessed value of property in district is 2% of total assessed value of City;
  - When added with Downtown TIFD – Combined 405.76 acres, or 1.53% of total land area; combined \$35,617,390 total assessed valuation, or 6.31% of total assessed valuation.
  - \*Total land area included in any one development district, when designated, can't exceed 5% of the total land area of municipality, and when added to additional TIF's can't exceed 10% of total acreage. Total taxable assessed value included in any one development district when designated can't exceed 8% of taxable assessed value for municipality, and when added to total taxable value of all development districts can't exceed 16% of total taxable assessed value.
- Public facilities to be constructed
  - Phase 1
    - Widen intersection of Grissom Lane and the NH Route 12 intersection.
    - Reconstruct Grissom Lane from NH Route 12 to the railroad tracks (approximately 4800 lf x 35', box cut 2' deep)
  - Phase 2
    - Charlestown Road from Highland View Road to Grissom Lane (approximately 4000 lf) to include roadway, sewer, drainage, minor water work, sidewalks & drainage
    - Extend gravity sewer from Dunkin Donuts to the railroad tracks on Grissom Lane (approximately 7500 lf)
- Finance Plan
  - Phase 1 - 2017
    - Loan \$1,305,000
    - 30 years; 4.00%
    - Semi-annual payments of \$47,705.25
  - Phase 2 – 2020
    - Loan \$5,300,000
    - 30 years; 4.00%
    - Semi-annual payments of \$197,620.37
  - Outside of TIF, additional \$4,000,000 to complete drainage and Charlestown Road work from Maple Ave up Buena Vista, up Charlestown Road to Highland View Road.

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Ms. Merrill said this is a first proposal to see if the Council wants to pursue the issue further.

Mr. Koloski said he is in favor of TIFDs (Tax Incremental Finance Districts), however he is concerned about this one. He would like to remove Grissom Lane from it. He believes companies will move into Syd Clarke Industrial Park now that development has started there. He would be concerned about the production of this TIFD.

Mayor Lovett said this came about partly because of the drainage issues in the Charlestown Road area, but that is not covered in this TIFD. Ms. Merrill said parts included are down Ledgewood and part of Highland. The part going south to Buena Vista is not. That would have to be a separate model unless Council wants to include the whole residential area. TIFDs are typically areas you want to revitalize or get new housing into. That is a mature area. It is best to look at the B2 industrial properties.

Mr. Bergeron asked about bonds to pay to upgrade roads and drainage in the TIFD. Ms. Merrill said you could wait to see if you get a development out there and then create the TIFD. You have to have an increase in value to pay the bonds in the TIFD.

Mr. Santagate said in NH there are not a lot of tools for development. One is the TIFDs. Long after the bonds are paid, you still have the increased property values and jobs. Flooding in the area started this and the options are to put the repairs on the tax rate, borrow the money (bond), or create a TIFD.

Ms. Merrill said the total for the Charlestown Road Project would be \$8 million.

Mr. Damren said he is not in favor of this. He is in favor of TIFDs, but he hasn't seen the closeout of the River Road TIFD and he wants an update on the Downtown TIFD. He doesn't see that the City has addressed the drainage in the Charlestown Road area. He would be opposed to this.

Mr. Santagate said regarding the drainage issues, the options are to go with a TIFD and borrow money; go without a TIFD, but you would have to borrow more; or don't do anything and ignore it.

Mr. Bergeron said he is no longer in favor of this TIFD. The City is going to face many issues that need to be addressed first. We still need to work on the Downtown TIFD.

Mr. Santagate said there is a serious drainage problem in that area. The TIFD is a way of fixing the problem without having to bond it all.

Mary Walter, Finance Director, said the other TIFDS were created in 1995 and 1998, but they were not acted on for a while after that. This will be an \$8-\$10 million fix. Now is a good time to start.

Bernie Folta, Ward 3, asked once the TIFD is established, can it be expanded to include Syd Clarke Park and if so, will the existing businesses in Syd Clarke Park be grandfathered to not be in the TIFD.

Ms. Merrill said since the Syd Clarke Park TIFD has ended, they can be re-TIFD.

Mayor Lovett said her focus is to resolve the Downtown TIFD issues and to close the River Road TIFD before moving on to another TIFD. She said if Councilors have questions to send them to Ms. Merrill via Mr. Santagate.

#### Discussion of Base Rates for Corporate Memberships at CSBCC

Mark Brislin, Parks and Recreation Director, said he, his staff, the Parks and Recreation Commission (PRC) and local businesses have been working on this. For employees working for businesses based in Claremont, the business would pay a certain percentage of the employee's membership at the Claremont Savings Bank Community Center (CSBCC). The City will work with each business individually on this. The full membership fee will be paid by a combination of the employee and the business. It will be billed monthly. Businesses will be in Claremont. It was recommended by the PRC to use the resident rate. This will help with recruitment and retention of healthy staff for those businesses. It will build relationships with City businesses. The CSBCC has the software (Activenet) to do this.

Mr. Damren said the sticking point for him is that the resident rate will be used regardless of where the employee resides.

Mayor Lovett agreed with Mr. Damren and asked what the objective is.

Mr. Brislin said they are looking for ways to bring more memberships into the CSBCC. They want to encourage healthy lifestyles and build relationships with these companies.

Mayor Lovett agreed we want to increase revenue and memberships. She said the real cost per member has not been developed and residents subsidize the CSBCC. Her concern is using the resident rate for the corporate membership agreement. The CSBCC's rates are below other communities.

Mr. Brislin said all these businesses pay taxes to Claremont. This is a way to draw employees into the community.

Mr. Raymond said, as a local businessman, he and many others sponsor events at the CSBCC. This is a way to give back and is an economic development tool.

Mr. Koloski agreed with Mr. Raymond and said the Council asked the PRC to come up with ideas to increase membership and he thinks this is a good one.

Mayor Lovett repeated her objection.

Mr. Santagate said the government subsidizes a lot of departments (fire, police, etc.). The CSBCC has a high rate of return. One of the companies, Red River, said it has its business here and their employees work here, so the employees should get a more favorable rate than nonresidents. Mr. Santagate said the City wants to keep these companies here. He asked if the Council is not willing to use the most favorable rate, can we get something in between.

Mr. Simonds said that establishing the program is being business friendly and is a good idea.

Councilors discussed. Ms. Towle is also a member of PRC and said she feels there is more information needed. The PRC thinks this a great opportunity to increase membership and to entice people to stay in Claremont. She said the Council charged the PRC to do that and they thought they did a great job and now she doesn't feel that way.

**A motion was made by Mr. Simonds and seconded by Mr. Raymond to allow the Director of the Claremont Savings Bank Community Center to implement a corporate membership program at a membership rate to be determined by the Parks and Recreation Commission to be no less than the resident rate.**

Ms. Towle is a member of the Parks and Recreation Commission and asked if she should abstain from voting. Ms. Taylor said there is no conflict and said it is up to the Council. Consensus of the Council that she not abstain.

Mr. Pope asked that within a year to have a tracking of how many corporate memberships are used by in-town and out-of-town residents.

Bernie Folta, Ward 3, said about the process, that there is no requirement that a higher level committee rubber stamp a lower level committee's recommendation.

**Roll call vote: motion carried 6-3 with Mr. Bergeron, Mr. Damren and Mayor Lovett voting no.**

Mayor Lovett reminded the Council that they don't have to wait a year to review the rates.

#### Discussion of the Denial of the Rail Trail Waiver Request

Mr. Bergeron talked about the letter denying the Rail Trail Waiver Request. The letter gave options for the Council to consider. He would like to work with the ATV Club to find a solution to this issue.

Dianne Harlow, Ward 3 resident and Sullivan County ATV Club member, talked about the July 18<sup>th</sup> meeting that was held to discuss the Rail Trail Waiver Request denial. They discussed some feasible suggestions (i.e. making the trail length that they were asking for shorter or making a trail beside the current trail). The letter talked about motorized vehicles (versus motorized wheeled vehicles) not being allowed on the Trail which would affect snowmobile usage. Another meeting has been set up for August 25, 10 a.m., at the CSBCC. Invitees are the NH DOT Commissioner, Governor, U.S. Senators, State Senator, State Representatives, Councilors,

City Manager, City Staff, etc. They will discuss the area of the Trail from the light at Market Basket (which the SCATV Club installed) to the state gate; another alternative will be on the east side of the bridge. They are looking at getting a trail on the other side of town around Arrowhead, if not able to do that, they may lose the Arrowhead trail.

There was discussion about a trail behind the Kmart Plaza and Home Depot; Ms. Taylor said there is no official trail in that area.

Motion to Retain Executive Search Firm

Mayor Lovett said there would not be a motion on this tonight.

Mr. Pope said the City Manager Search Firm Selection Committee (CMSFSC) had received qualification statements from five groups (Novak Consulting Group, Cincinnati, OH; Waters and Company, Mechanicsville, VA; Randi Frank Consulting, Wallingford, CT; David Gomez and Associates, Oak Brook, IL; and Municipal Resources, Meredith, NH). Timeline: August 1, 5 p.m., Council Chambers, search committee (Mr. Pope, Ms. Towle and Mayor Lovett) will review and determine recommendation(s) to be presented to the Council; August 3 present recommendation(s) to Council and ask for a vote; August 8 contract executed.

Ms. Taylor asked if she would be doing the contract. It takes time to do and she would like guidance from Council about what to put in the contract.

Councilors said they would like to review the top two candidates.

Ms. Taylor said she cannot turn around the contract in the time requested. She'll be on vacation a couple of days. Mayor Lovett said she will work on some things and will coordinate with Ms. Taylor.

A special meeting of the Council has been set for August 3, 6:30 p.m., Council Chambers to discuss the recommendations.

Mr. Temple would like to interview the top two firms. He doesn't believe there is enough time to get a contract ready by August 8<sup>th</sup>.

Mr. Koloski would like to interview the applicants.

Bernie Folta, Ward 3, suggested the City could use Skype to interview the candidates.

Mr. Bergeron said even if the contract is signed at the end of August, there is still time to complete the process.

Mayor Lovett said she will do some more work and get back to the Council.

Council Laptop Policy

Councilors discussed the Council Laptop Computer Policy.

When asked about City Staff signing this policy, Ms. Taylor said as an employee of the City, there is no expectation of privacy. There is a data policy that needs to be updated, but this had to be updated for Council members to get their laptops. Every municipality that gives out laptops requires the person getting it to sign a policy.

Regarding using personal email addresses for City business, Ms. Taylor said Councilors have that option, however it can subject their computer to search for litigation purposes and for RSA 91-A purposes.

Regarding using a personal computer in Council Chambers during a Council meeting, Ms. Taylor said it would be subject to examination and the full computer could be subject to review.

There was concern about making the policy language clear that the City laptops would be subject to IT review, not City Manager review.

When asked about opening “chats” in Council Chambers, Ms. Taylor said no. Anyone who participates has to be audible by the entire body.

Ms. Taylor will work with Chris Burgess, IT, regarding recommended timeframes to change passwords. She will make changes to the policy and give them to Mr. Burgess.

Ms. Taylor talked about a recent Court decision made against the Town of Sandwich, its Board, and its Zoning Board of Adjustment (ZBA). They used email to distribute a draft ZBA decision. The petitioner challenged it as an unnoticed meeting. The Court held that it constituted an illegal meeting. The Town of Sandwich was ordered to pay \$204,000 plus interest, the decisions in this case were invalidated and they were ordered to take remedial training.

Ms. Taylor said when Councilors get their computers they should not use intra-Council communication on substantive matters.

Mr. Koloski asked if he could opt out of using the City’s computer, because he would prefer to use a tablet.

Bernie Folta, Ward 3, said in his non-legal opinion that Mr. Koloski could bring his personal tablet, in addition to the Council computer, into Council Chambers to take his notes.

Language for Amendments to City Charter & Set Date for Public Hearing

- **Proposed City Charter Amendments**
- **Section 32. Certain Officers**
  - Current Wording:

- For purpose of public safety the fire chief, police chief, and director of public works shall reside within the city limits within 180 days after completion of their probationary period.
- Proposed Amendment Wording:
  - For purpose of public safety the fire chief, police chief, and director of public works shall reside in a location within 15 minutes travel time from their respective City office within 180 days after completion of their probationary period.
- Section 36. Municipal Year
  - Current Wording:
    - The fiscal and budget year of the city shall begin on the first day of January unless another date shall be fixed by ordinance.
  - Proposed Amendment Wording:
    - The fiscal and budget year of the city shall begin as set by ordinance.
- Section 40. Budget Procedure
  - Current Wording:
    - The manager shall submit the proposed budget to the council not later than the last day of December annually.
  - Proposed Amendment Wording:
    - The manager shall submit the proposed budget to the council not later than 60 days prior to the end of each fiscal year.
- Section 42. Date of Final Adoption
  - Current Wording:
    - The budget shall be finally adopted not later than the last day of the second month of the fiscal year.
  - Proposed Amendment Wording:
    - The budget for the following fiscal year shall be finally adopted not later than the last day of the 12th month of the fiscal year currently ending.

**A motion was made by Mr. Damren and seconded by Mr. Pope to adopt the proposed City Charter amendments as included in the Council packet.**

Mr. Temple said he is concerned about the 15-minute travel time and would like it struck from this.

Mayor Lovett questioned not having this language in the Charter, but having it as part of the union contracts (constitutionality issues).

Ms. Taylor said any residency requirement can be challenged in court. You would have to prove there is an overwhelming public safety reason for requiring it.

Mr. Koloski would like the public safety portion removed. As written, he believes this will fail.

Bernie Folta, Ward 3, suggested adding some items that were recommended by the 2014 Charter Commission.

Mayor Lovett said there's a concern of too many changes and this deals with those items that are currently out of compliance.

Mr. Temple asked Ms. Taylor if putting in the 15-minute rule would make this subject to future challenges. Ms. Taylor said yes.

Ms. Taylor said because of a recent change to the statute, this can only be voted on at the biannual municipal election or at a special election. There are not enough days from now to call a special election to be held on the same date as the general election. Mayor Lovett asked if it can be done during the school election. Ms. Taylor said she will have to calculate the days, but she believes it can.

Mr. Koloski asked if the residency requirement is removed from the Charter, can it be addressed in an employment contract. Ms. Taylor said there would still be a constitutional issue. You have to show overwhelming public interest.

**Roll call vote: motion carried 6-3 with Messrs. Raymond, Temple and Koloski voting no.**

Transfer Funds to Pay for Amtrak Display Train Expenses

Mayor Lovett said there is \$180 bill for the portable toilets used during the Amtrak Display Train event. \$120 was received from vendor fees for the event, so that leaves a \$60 discrepancy.

Mary Walter, Finance Director, said this is a June bill. She paid it out of Amtrak enhancements. This was not a Parks and Recreation party nor was it a Public Works party. She had previously suggested Council create a special events fund for things that promote the City. This was an Amtrak event and it came out of the Amtrak fund.

Mr. Santagate said this Council had never approved the expenditure and we cannot expend money that is not authorized by Council.

Mayor Lovett said there needs to be a line item to support the train stop.

Ms. Taylor reminded the Council that you may not spend public money for a private purpose. She is not sure you can advertise Amtrak or beautify the platform as this is a private business on private property. Amtrak needs to do its own advertising. Mayor Lovett said this discussion will be continued.

## **FUTURE AGENDA ITEMS AND DIRECTIVES**

Mayor Lovett said they need to have a comprehensive overview of the expenses of the Downtown TIFD for the second meeting in August.

Mayor Lovett would like to get consensus of the Council to have an operations audit done of the CSBCC.

Mr. Koloski would like to know the dollar amount of the audit. He would be more comfortable to direct him to find out cost.

Mayor Lovett asked for Council support to direct the City Manager to go out to solicit an RFP for operation efficiency of the CSBCC.

Mr. Santagate asked if this was just for the community center and no other department. Mayor Lovett said yes.

Mayor Lovett will give an update about the boat landing.

Mayor Lovett asked for a follow-up to the Welfare home inspections and the unintended issues at the second meeting in August.

## **CONSULTATION WITH LEGAL COUNSEL**

None

## **ADJOURNMENT**

**At 10:45 p.m., a motion was made by Mr. Damren and seconded by Mr. Simonds to adjourn.**

**Voice vote: motion carried 9-0.**

Respectfully Submitted,

Dorée M. Russell  
Clerk to the Council