

CITY OF NORFOLK, NEBRASKA

The Mayor and City Council of the City of Norfolk met in regular session in the Council Chambers, 309 West Madison Avenue, Norfolk, Nebraska on the 15th day of May, 2006, beginning at 7:30 p.m.

Following a moment of silence and the Pledge of Allegiance to the United States of America, Mayor Gordon Adams called the meeting to order. Roll call found the following Councilpersons present: Stauffer, Lange, Wilson, Brenneman, Fauss, and Saunders. Absent: Van Dyke and Kaspar-Beckman.

Staff members present were: City Administrator Mike Nolan, Director of Public Works Dennis Smith, City Clerk Beth Deck, Finance Officer Randy Gates, Prevention Manager Scott Cordes, Police Chief Bill Mizner, Street Superintendent Jim Koch and Property/Operations Manager Gary Miller.

The Mayor presided and the City Clerk recorded the proceedings.

Notice of the meeting was given in advance thereof by publication in the Norfolk Daily News, Norfolk, Nebraska, the designated method of giving notice, as shown by affidavit of publication.

Notice was given to the Mayor and all members of the Council and a copy of their acknowledgement of receipt of notice and agenda is attached to the minutes. Availability of the agenda was communicated in the advance notice and in the notice to the Mayor and Council of this meeting. All proceedings hereafter shown were taken while the convened meeting was open to the public.

Councilperson Lange moved, seconded by Councilperson Stauffer to approve the consent agenda as printed. Roll call: Ayes: Councilpersons Stauffer, Lange, Wilson, Brenneman, Fauss and Saunders. Nays: None. Absent: Van Dyke and Kaspar-Beckman. Motion carried.

Councilperson Stauffer moved, seconded by Councilperson Brenneman to adopt the regular agenda as printed. Roll call: Ayes: Councilpersons Stauffer, Lange, Wilson, Brenneman, Fauss and Saunders. Nays: None. Absent: Van Dyke and Kaspar-Beckman. Motion carried.

SPECIAL PRESENTATION

The Mayor proclaimed the month of June 2006 as "Childhood Cancer Awareness Month."

CONSENT AGENDA

The City Council approved the minutes of the May 1, 2006 City Council meeting as printed.

The City Clerk was authorized to establish June 5, 2006 as the public hearing date to consider the City of Norfolk acquiring an interest in real property necessary for West Water Treatment Plant **well field** expansion and protection.

The City Council adopted Resolution No. 2006-11 supporting the provision of services by the Rural Enterprise Assistance Project (**REAP**) in Norfolk and the surrounding area.

The City Council approved and authorized the Mayor to sign an agreement with **Big Bang Boom**, Inc. for the use of Skyview Park for their 4th of July fireworks display on July 1, 2006.

The City Council approved the Corporate Manager Application of Robert Orr in connection with the Class C liquor license of White House Inns, Inc., dba **Players Lounge**, 2206 Market Lane.

The City Council approved and authorized the Mayor to sign two agreements with Roger Ellenberger for the lease of City-owned farm property near the west **well field**.

The City Council approved the purchase of a replacement **skid steer** from Nebraska Harvestore Systems, Inc., for the Street Division in the amount of \$11,265.14, after trade in. On April 21, 2006, eight bids were received. One bid didn't meet specs. The other six bids received are as follows: Dinkel Implement, \$11,495 (credit card), \$11,045 (check), \$12,495; Midland Equipment, \$26,322; Nebraska Machinery, \$21,697; and Norfolk Implement, \$11,973.

The City Council approved all bills on file in the amount of \$944,772.55.

REGULAR AGENDA

A public hearing was held to consider an amendment to Section 6-52 of the Official City Code to adopt the 2005 National **Electrical Code**; an amendment to Section 6-71 to delete "Class A Electrical Contractor" and provide "Electrical Contractor" as a type of registration that may be utilized for engaging in the business of installing electrical wiring or equipment; an amendment to Section 6-77 related to insurance certificates; and an amendment to Section 6-99 to include a word that was left out of that section. Prevention Manager Scott Corded provided information to the Mayor and City Council. This amendment is required to bring the City into compliance with the State of Nebraska requirements.

On May 2, 2006, the Norfolk Planning Commission held a public hearing regarding the amendments to Section 6-52, 6-71, 6-77, and 6-99. The City Clerk read the Planning Commission's recommendation for approval into the record.

No one appeared either in favor of or in opposition to the amendments and the Mayor declared the hearing closed.

The Mayor requested consideration of Ordinance No. 4881 to amend Section 6-52 of the Official City Code to adopt the 2005 National Electrical Code; an amendment to Section 6-71 to delete "Class A Electrical Contractor" and provide "Electrical Contractor" as a type of registration that may be utilized for engaging in the business of installing electrical wiring or equipment; an amendment to Section 6-77 related to insurance certificates; and an amendment to Section 6-99 to include a word that was left out of that section.

Councilperson Wilson introduced Ordinance No. 4881 entitled: AN ORDINANCE OF THE CITY OF NORFOLK, NEBRASKA TO AMEND SECTION 6-52 OF THE OFFICIAL CITY CODE TO ADOPT THE 2005 NATIONAL ELECTRICAL CODE; TO AMEND SECTION 6-71 TO DELETE "CLASS A ELECTRICAL CONTRACTOR" AND PROVIDE "ELECTRICAL CONTRACTOR" AS A TYPE OF REGISTRATION THAT MAY BE UTILIZED FOR ENGAGING IN THE BUSINESS OF INSTALLING ELECTRICAL WIRING OR EQUIPMENT; TO AMEND SECTION 6-77 RELATED TO INSURANCE CERTIFICATES; TO AMEND SECTION 6-99 TO INCLUDE A WORD THAT WAS LEFT

OUT OF THAT SECTION; TO PROVIDE WHEN THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT; AND TO PROVIDE FOR THE PUBLICATION OF THIS ORDINANCE IN PAMPHLET FORM and moved that the ordinance be passed on 4881 reading. Councilperson Fauss seconded the motion. Said ordinance was then read into the record by title by the City Clerk. Roll call: Ayes: Councilpersons Stauffer, Lange, Wilson, Brenneman, Fauss and Saunders. Nays: None. Absent: Van Dyke and Kaspar-Beckman. Motion carried. Ordinance No. 4881 passed on first reading.

Councilperson Lange moved that the statutory rule requiring reading on three different days be suspended. Councilperson Saunders seconded the motion to suspend the rules. Roll call: Ayes: Councilpersons Stauffer, Lange, Wilson, Brenneman, Fauss and Saunders. Nays: None. Absent: Van Dyke and Kaspar-Beckman. Motion carried. The motion to suspend the rules was adopted by three-fourths of the Council and the statutory rule requiring reading on three different days was suspended for consideration of said ordinance.

Thereafter Councilperson Lange moved that the statutory rules requiring reading on three different days be suspended and for final passage of the ordinance which motion was seconded by Councilperson Saunders. The Mayor then stated the question "Shall Ordinance No. 4881 be passed and adopted?" Roll call: Ayes: Councilpersons Stauffer, Lange, Wilson, Brenneman, Fauss and Saunders. Nays: None. Absent: Van Dyke and Kaspar-Beckman. Motion carried. The passage and adoption of said ordinance having been concurred in by a majority of all members of the Council, the Mayor signed and approved the ordinance and the City Clerk attested the passage and adoption of the same and affixed her signature thereto. The Mayor then instructed the City Clerk to publish said Ordinance No. 4881 as required by law.

A public hearing was held to consider a zoning change from O-D (Office District) and C-3 (Service Commercial District) to C-2A (Special Business District) in the 100 block of North 29th Street at the request of **Faith Regional** Health Services (FRHS). Prevention Manager Scott Cordes provided information to the Mayor and City Council. FRHS purchased a lot south of the hospital. The hospital wants all of its property to be zoned the same. This ordinance will rezone all of FRHS properties to C-2A.

On May 2, 2006, the Norfolk Planning Commission held a public hearing regarding the request from Faith Regional Health Services. The City Clerk read the Planning Commission's recommendation for approval into the record.

No one appeared either in favor of or in opposition to zoning change and the Mayor declared the hearing closed.

Councilperson Saunders introduced Ordinance No. 4882 entitled: AN ORDINANCE OF THE CITY OF NORFOLK, MADISON COUNTY, NEBRASKA; AMENDING THE ZONING DISTRICT MAP OF THE CITY OF NORFOLK, NEBRASKA; PROVIDING WHEN THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT; AND PROVIDING FOR THE PUBLICATION OF THIS ORDINANCE IN PAMPHLET FORM and moved that the ordinance be passed on first reading. Councilperson Stauffer seconded the motion. Said ordinance was then read into the record by title by the City Clerk. Roll call: Ayes: Councilpersons Stauffer, Lange, Wilson, Brenneman, Fauss and Saunders. Nays: None. Absent: Van Dyke and Kaspar-Beckman. Motion carried. Ordinance No. 4882 passed on first reading.

Councilperson Fauss moved that the statutory rule requiring reading on three different days be

suspended. Councilperson Saunders seconded the motion to suspend the rules. Roll call: Ayes: Councilpersons Stauffer, Lange, Wilson, Brenneman, Fauss and Saunders. Nays: None. Absent: Van Dyke and Kaspar-Beckman. Motion carried. The motion to suspend the rules was adopted by three-fourths of the Council and the statutory rule requiring reading on three different days was suspended for consideration of said ordinance.

Thereafter Councilperson Fauss moved that the statutory rules requiring reading on three different days be suspended and for final passage of the ordinance which motion was seconded by Councilperson Saunders. The Mayor then stated the question "Shall Ordinance No. 4882 be passed and adopted?" Roll call: Ayes: Councilpersons Stauffer, Lange, Wilson, Brenneman, Fauss and Saunders. Nays: None. Absent: Van Dyke and Kaspar-Beckman. Motion carried. The passage and adoption of said ordinance having been concurred in by a majority of all members of the Council, the Mayor signed and approved the ordinance and the City Clerk attested the passage and adoption of the same and affixed her signature thereto. The Mayor then instructed the City Clerk to publish said Ordinance No. 4882 as required by law.

The Mayor requested consideration of Ordinance No. 4872 **annexing** land located generally north of Eldorado Hills, Berry Hill and Westwood Additions. Ordinance No. 4872 was passed on first reading at the April 17, 2006 City Council meeting and on second reading at the May 1, 2006 City Council meeting.

Councilperson Fauss introduced Ordinance No. 4872 entitled: AN ORDINANCE OF THE CITY OF NORFOLK, NEBRASKA, TO ANNEX TO SAID CITY A PART OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 AND THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 ALL IN SECTION 17, TOWNSHIP 24 NORTH, RANGE 1 WEST OF THE 6TH PRINCIPAL MERIDIAN, MADISON COUNTY, NEBRASKA, REPEALING ALL ORDINANCES IN CONFLICT HERewith; AND TO PROVIDE THAT THIS ORDINANCE SHALL BE PUBLISHED IN PAMPHLET FORM and moved that the ordinance be passed on third reading. Councilperson Lange seconded the motion. Said ordinance was then read into the record by title by the City Clerk. Roll call: Ayes: Councilpersons Stauffer, Lange, Wilson, Brenneman, Fauss and Saunders. Nays: None. Absent: Van Dyke and Kaspar-Beckman. Motion carried. Ordinance No. 4872 passed on third reading.

The Mayor requested consideration of Ordinance No. 4883 amending the General Employees Retirement Plan to allow Roth 401(k) contributions.

Councilperson Stauffer introduced Ordinance No. 4883 entitled: AN ORDINANCE OF THE CITY OF NORFOLK, NEBRASKA, TO AMEND THE EMPLOYEES RETIREMENT PLAN TO ALLOW ROTH 401(k) CONTRIBUTIONS BY ADOPTION OF THE ATTACHED AMENDMENT NUMBER 3; PROVIDE WHEN THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT; AND TO PROVIDE FOR THE PUBLICATION OF THIS ORDINANCE IN PAMPHLET FORM and moved that the ordinance be passed on first reading. Councilperson Lange seconded the motion. Said ordinance was then read into the record by title by the City Clerk.

Finance Officer Randy Gates explained this ordinance amends the General Employees Retirement Plan to allow Roth 401(k) contributions. Roth 401(k)s are similar to Roth Individual Retirement accounts in that contributions to the plan are made with after-tax dollars as opposed to before-tax dollars in a traditional 401(k). However, Roth 401(k) withdrawals are not taxed, whereas traditional 401(k) withdrawals are taxed.

Roll call on Ordinance No. 4883: Ayes: Councilpersons Stauffer, Lange, Wilson, Brenneman, Fauss and Saunders. Nays: None. Absent: Van Dyke and Kaspar-Beckman. Motion carried. Ordinance No. 4883 passed on first reading.

Councilperson Brenneman moved that the statutory rule requiring reading on three different days be suspended. Councilperson Wilson seconded the motion to suspend the rules. Roll call: Ayes: Councilpersons Stauffer, Lange, Wilson, Brenneman, Fauss and Saunders. Nays: None. Absent: Van Dyke and Kaspar-Beckman. Motion carried. The motion to suspend the rules was adopted by three-fourths of the Council and the statutory rule requiring reading on three different days was suspended for consideration of said ordinance.

Thereafter Councilperson Brenneman moved that the statutory rules requiring reading on three different days be suspended and for final passage of the ordinance which motion was seconded by Councilperson Wilson. The Mayor then stated the question "Shall Ordinance No. 4883 be passed and adopted?" Roll call: Ayes: Councilpersons Stauffer, Lange, Wilson, Brenneman, Fauss and Saunders. Nays: None. Absent: Van Dyke and Kaspar-Beckman. Motion carried. The passage and adoption of said ordinance having been concurred in by a majority of all members of the Council, the Mayor signed and approved the ordinance and the City Clerk attested the passage and adoption of the same and affixed her signature thereto. The Mayor then instructed the City Clerk to publish said Ordinance No. 4883 as required by law.

The Mayor requested consideration of Ordinance No. 4884 creating Paving District No. 494 (Wyndam Hills Phase I Subdivision) for paving of Dover Drive from approximately 216 feet northwesterly from 30th Street northwesterly approximately 1,506 feet; **Wyndam** Road from approximately 130 feet north of Golf View Drive to Dover Drive; Kings Way from Wyndam Road approximately 360 feet southeasterly; Regal Way from Wyndam Road approximately 290 feet northwesterly; and Coventry Way from Dover Drive approximately 110 feet northerly.

Councilperson Fauss introduced Ordinance No. 4884 entitled: AN ORDINANCE CREATING PAVING DISTRICT NO. 494 IN THE CITY OF NORFOLK, NEBRASKA, ORDERING THE CONSTRUCTION OF STREET IMPROVEMENTS THEREIN AND ORDERING THE PUBLICATION OF THE ORDINANCE IN PAMPHLET FORM and moved that the ordinance be passed on first reading. Councilperson Wilson seconded the motion. Said ordinance was then read into the record by title by the City Clerk. Roll call: Ayes: Councilpersons Stauffer, Lange, Wilson, Brenneman, Fauss and Saunders. Nays: None. Absent: Van Dyke and Kaspar-Beckman. Motion carried. Ordinance No. 4884 passed on first reading.

Councilperson Fauss moved that the statutory rule requiring reading on three different days be suspended. Councilperson Lange seconded the motion to suspend the rules. Roll call: Ayes: Councilpersons Stauffer, Lange, Wilson, Brenneman, Fauss and Saunders. Nays: None. Absent: Van Dyke and Kaspar-Beckman. Motion carried. The motion to suspend the rules was adopted by three-fourths of the Council and the statutory rule requiring reading on three different days was suspended for consideration of said ordinance.

Thereafter Councilperson Fauss moved that the statutory rules requiring reading on three different days be suspended and for final passage of the ordinance which motion was seconded by Councilperson Lange. The Mayor then stated the question "Shall Ordinance No. 4884 be passed and adopted?" Roll call: Ayes: Councilpersons Stauffer, Lange, Wilson, Brenneman, Fauss and Saunders. Nays: None. Absent: Van Dyke and Kaspar-Beckman. Motion carried.

The passage and adoption of said ordinance having been concurred in by a majority of all members of the Council, the Mayor signed and approved the ordinance and the City Clerk attested the passage and adoption of the same and affixed her signature thereto. The Mayor then instructed the City Clerk to publish said Ordinance No. 4884 as required by law.

The Mayor requested consideration of Ordinance No. 4885 amending Section 22-40 of the City Code to require contractors who are eligible to do curb grinding under that section to be registered and to name the City as an additional insured on their insurance certificate; and amending Section 22-68 of the Code to provide for a charge per lineal foot of curb grinding done by the City.

Councilperson Saunders introduced Ordinance No. 4885 entitled: AN ORDINANCE OF THE CITY OF NORFOLK, NEBRASKA TO AMEND SECTION 22-40 OF THE OFFICIAL CITY CODE TO REQUIRE CONTRACTORS WHO ARE ELEGIBLE TO DO CURB GRINDING UNDER THAT SECTION TO BE REGISTERED AND TO NAME THE CITY AS AN ADDITIONAL INSURED ON THEIR INSURANCE CERTIFICATE; TO AMEND SECTION 22-68 OF THE OFFICIAL CITY CODE TO PROVIDE FOR A CHARGE PER LINEAL FOOT OF CURB GRINDING DONE BY THE CITY; TO PROVIDE WHEN THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT; AND TO PROVIDE FOR THE PUBLICATION OF THIS ORDINANCE IN PAMPHLET FORM and moved that the ordinance be passed on first reading. Councilperson Lange seconded the motion. Said ordinance was then read into the record by title by the City Clerk.

Property/Operations Manager Gary Miller explained this amendment requires eligible contractors who do curb grinding to be registered with the City and name the City of Norfolk as an additional insured on insurance certificates. The amendment also provides for a charge per lineal foot of curb grinding done by the City. On May 3, 2006, Mayor Adams, and members of the Public Works and Planning Subcommittees (Councilpersons Brenneman, Van Dyke, Stauffer and Saunders) met with City staff to finalize a recommended policy on curb grinding. The subcommittee directed staff to prepare the ordinance. The subcommittee also proposed that the Public Works Division acquire curb grinding equipment to complete the ADA Transition Plan with Street Division employees. The subcommittee recommended that developers and citizens be able to choose who does curb grinding for individual projects. The subcommittee recommends the cost for work performed by City staff be set at \$7.50 per lineal foot.

Don Wisnieski, 56022 Highway 275, was present at the meeting. Wisnieski had requested to be invited to all meetings where curb grinding was discussed but was not invited to attend the May 3, 2006. Wisnieski would have liked the opportunity to bid on doing the curb cuts for The ADA Transition Plan. Wisnieski says the City is actually spending more taxpayer dollars because of purchasing the equipment to do curb grinds. If the City begins doing curb cuts, Wisnieski will be put out-of-business.

Councilperson Saunders feels staff's proposal to do curb grinding is reasonable, especially since the City already has staff and equipment available.

Miller explained the ordinance gives citizens the opportunity to decide who to hire to do curb cuts.

City Administrator Mike Nolan explained City staff want citizens to have a choice as to who does a curb grind.

Councilperson Fauss questioned whether the City will need to purchase more skid steer loaders over the next ten years to complete requirements of the ADA Transition Plan.

Miller stated the life of a skid steer depends on how much private work is done by the City, as well as Street Division work. There is also maintenance on machinery.

Director of Public Works Dennis Smith explained the \$4.00/lineal foot includes amortization for a skid steer and grinder.

Wisnieski used the City's numbers to calculate cost per lineal foot and the number "was way over \$6.00 per foot."

Councilperson Lange is in favor of purchasing the equipment to do curb grinds for the ADA Transition Plan. Lange feels the City isn't really taking any work away from Wisnieski because of the ADA compliance requirements is a new issue. Lange questioned whether the \$7.50 per lineal foot could be increased to encourage the private sector to use contractors other than the City.

Nolan explained the subcommittee recommended setting the dollar amount at \$7.50 per lineal foot.

Fauss questioned whether Wisnieski was to be invited to all meetings regarding curb grinding.

Wisnieski replied "yes".

Roll call on Ordinance No. 4885: Ayes: Councilpersons Stauffer, Lange, Wilson, Brenneman, and Saunders. Nays: Fauss. Absent: Van Dyke and Kaspar-Beckman. Motion carried. Ordinance No. 4885 passed on first reading only.

The Mayor requested consideration of Resolution No. 2006-12 approving the final plat of **Country Place 2nd** Addition and its accompanying subdivision agreement. Roger and Sharon Schulz requested this three-lot subdivision at 3402 North 1st Street. The Schulz' are subdividing the property so the Pampered Paws business is on a separate lot than the residence.

Councilperson Fauss moved for adoption of Resolution No. 2006-12 approving the final plat of Country Place 2nd Addition and authorizing the Mayor to sign the accompanying subdivision agreement, seconded by Councilperson Wilson. Roll call: Ayes: Councilpersons Stauffer, Lange, Wilson, Brenneman, Fauss and Saunders. Nays: None. Absent: Van Dyke and Kaspar-Beckman. Motion carried. Resolution No. 2006-12 was adopted.

The Mayor requested consideration of Resolution No. 2006-13 approving a sidewalk waiver at 3401 North 1st Street (Pampered Paws) at the request of Roger and Sharon Schulz. The property is located approximately 1 1/2 miles north of Norfolk and few developed properties are in the area.

Councilperson Wilson moved for adoption of Resolution No. 2006-13 approving a sidewalk waiver at 3402 North 1st Street, seconded by Councilperson Fauss. Roll call: Ayes: Councilpersons Stauffer, Lange, Wilson, Brenneman, Fauss and Saunders. Nays: None. Absent: Van Dyke and Kaspar-Beckman. Motion carried. Resolution No. 2006-13 was

adopted.

The Mayor requested consideration of an agreement with Stanton County authorizing the Police Division to continue providing **E911 dispatch** service to Stanton County. Stanton County agrees to pay the City of Norfolk an initial annual rate of \$54,585.96 in equal monthly installments with an annual cost of living adjustment calculated in August of each year and applied October 1 each year. The term of the agreement is five years.

Councilperson Lange moved, seconded by Councilperson Stauffer to approve and authorize the Mayor to sign an agreement with Stanton County authorizing the Police Division to continue providing E911 dispatch service to Stanton County. Roll call: Ayes: Councilpersons Stauffer, Lange, Wilson, Brenneman, Fauss and Saunders. Nays: None. Absent: Van Dyke and Kaspar-Beckman. Motion carried.

The Mayor requested consideration of advertising for bids for **Paving** District No. 494 (**Wyndam Hills** Phase I Subdivision) to pave Dover Drive from approximately 216 feet northwesterly from 30th Street northwesterly approximately 1,506 feet; Wyndam Road from approximately 130 feet north of Golf View Drive to Dover Drive; Kings Way from Wyndam Road approximately 360 feet southeasterly; Regal Way from Wyndam Road approximately 290 feet northwesterly; and Coventry Way from Dover Drive approximately 110 feet northerly.

Councilperson Lange moved, seconded by Councilperson Saunders to authorize the City Clerk to advertise for bids for Paving District No. 494 (Wyndam Hills Phase I Subdivision) providing for paving of Dover Drive from approximately 216 feet northwesterly from 30th Street northwesterly approximately 1,506 feet; Wyndam Road from approximately 130 feet north of Golf View Drive to Dover Drive; Kings Way from Wyndam Road approximately 360 feet southeasterly; Regal Way from Wyndam Road approximately 290 feet northwesterly; and Coventry Way from Dover Drive approximately 110 feet northerly. Roll call: Ayes: Councilpersons Stauffer, Lange, Wilson, Brenneman, Fauss and Saunders. Nays: None. Absent: Van Dyke and Kaspar-Beckman. Motion carried.

No comments were received on the monthly commercial and industrial building permit report for April 2006; the Police Division report for April 2006; and the Works-In-Progress report for the period April 26 through May 9, 2006. All of the reports were included in the agenda packets.

Councilperson Fauss moved, seconded by Councilperson Stauffer to adjourn the meeting at 8:20 p.m. Roll call: Ayes: Councilpersons Stauffer, Lange, Wilson, Brenneman, Fauss and Saunders. Nays: None. Absent: Van Dyke and Kaspar-Beckman. Motion carried.

Gordon D. Adams
Mayor

ATTEST:

Elizabeth A. Deck
City Clerk

(S E A L)

I, the undersigned Clerk, hereby certify that the foregoing is the full, true and correct original document of proceedings of Monday, May 15, 2006, had and done by the Mayor and Council; that all of the subjects included in the proceedings were contained in the agenda for the meeting, kept continually current and available for public inspection at the office of the Clerk; that such subjects were contained in said agenda for at least twenty-four hours prior to the meeting; that at least one copy of all reproducible material discussed at the meeting was available at the meeting for examination and copying by members of the public; that the said minutes were in written form and available for public inspection within ten working days and prior to the next convened meeting of said body; that all news media requesting notification concerning meetings of said body were provided advance notification of the time and place of said meeting and the subjects to be discussed at said meeting.

Elizabeth A. Deck
City Clerk

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