



MINUTES
CITY OF NORCO
CITY COUNCIL/COMMUNITY REDEVELOPMENT AGENCY
WORKSHOP/REGULAR MEETING
CITY COUNCIL CHAMBERS – 2820 CLARK AVENUE
MAY 6, 2009

CALL TO ORDER:

Mayor Azevedo called the Budget Workshop to order at 4:10 p.m.

ROLL CALL:

Mayor Kathy Azevedo, **Present**
Mayor Pro Tem Malcolm Miller, **Present**
Council Member Frank Hall, **Present**
Council Member Berwin Hanna, **Present**
Council Member Richard L. MacGregor, **Present**

Staff Present – Allred, Cooper, Frye, Jacobs, King, Okoro, Oulman, Petree and Thompson

City Attorney Harper – **Present**

The City Manager stated that this is the first of two Budget Workshops, the second to be held on June 3, 2009 when the Capital Improvement Program Budget will be discussed. Director of Fiscal and Support Services Okoro presented the following in the form of a PowerPoint presentation.

BUDGET CHALLENGES:

The City's General Fund faces significant financial stress due to rapid revenue decline as well as expenditures that are difficult to control. The City has many budget challenges to face and will continue to have a "structural budget imbalance" as we go into Fiscal Year 2010. This "cyclical budget imbalance" began in Fiscal Year 2009 due to economic conditions. Sales tax is the main General Fund revenue source to the General Fund, representing 39% of total General Fund ongoing revenues. In Fiscal Year 2009, sales tax receipts are projected to be approximately \$4.4 million and this amount is not expected to change in Fiscal Year 2010. In fact, new information has been received reporting that sales tax receipts will most likely be reduced even further in Fiscal Year 2010.

The General Fund balance continues to decrease with the initial General Fund operating budget deficit of \$2.9 million. The remaining fund balance at the end of the current Fiscal Year will be \$5.6 million, which makes it difficult to rely on reserves to fund the budget shortfall. Several one-time and ongoing budget actions are proposed to reduce the General Fund budget deficit. The General Fund will continue to fully fund public safety without reduction in engine company staffing. Healthcare costs and pension contribution rates will continue to increase, along with the pending fire safety pension contract amendment in 2011, the other infrastructure capital needs, and expansion of parks and other facilities likely to be supplemented from the operating funds.

The General Fund currently receives only 9 cents on a dollar of property tax. Tax receipts for property tax in fiscal year 2010 are expected to decline by 10%. Development related revenues represent a net revenue loss of \$1.6 million to the General Fund, or a 73% decline.

Rates for the Water and Sewer Enterprise funds will need to be reviewed and adjusted. The water shortage in California is causing significant increase in the cost of purchased water.

BUDGET HIGHLIGHTS:

There are several one-time and ongoing budget actions proposed to reduce the General Fund budget deficit including continued organizational re-structuring and personnel reductions implemented through Fiscal Year 2009, additional personnel changes and organizational changes, and the establishment of two new funds – Benefits and Insurance and Non-Enterprise Irrigation Water Funds.

The good news is that except for the General Fund, all operating funds are balanced. The total Operating Budget for all funds is \$49.8 million, compared to \$53.2 million for Fiscal Year 2009.

PROPOSED ACTIONS TO BALANCE FISCAL YEAR 2010 GENERAL FUND BUDGET:

With the estimated deficit of \$2.9 million, the following are the proposed actions:

Re-organizations and personnel reductions	\$300,000 (still under negotiations)
Fire safety employees labor concessions	\$155,000
Elimination of Motor Officer (net savings)	\$150,000
Suspend contributions to IT Fund	\$100,000
Suspend funding for equipment replacement	\$190,000
Implement AB 1389 transfer from RDA	\$663,000
Sale of Irrigation Water	\$500,000 (still under negotiations)
Additional cuts from departments	\$ 50,000 (need to identify)
To be determined!	\$792,000

GENERAL FUND REVENUE ASSUMPTIONS:

Property tax revenues will be based on the current assessed values and information from the County Assessor and is expected to drop by 10% from Fiscal Year 2009 due to reassessments and continuing foreclosures. The economic conditions are not expected to change and sales tax from new businesses is likely to be offset by decreased sales tax from existing businesses. It is predicted that the City will not ever again see the amount of sales tax received from auto sales as far back as 2007, when they peaked.

A very small portion of Motor Vehicle License Fees are allocated to the City based on its population and valuation of real property located within the City. This amount is allocated by the State to each jurisdiction and is estimated that the amount received by the City will remain essentially the same.

GENERAL FUND EXPENDITURE DETAILS:

Today the Department of Finance reported that they have presented a May Revision budget option to the Governor that he consider borrowing 8 percent of city, county and special district property tax revenues, estimated at just over \$2 billion, to help close its FY 2009-10 deficit. It is the equivalent of 8% of the fiscal 2008-09 property tax receipts, including the triple-flip and VLF-property tax swap amounts. In response to Mayor Azevedo, Director Okoro stated that under Proposition 1A this amount borrowed will accrue interest and will be repaid to the City over a 3-year period. Director Okoro stated that the estimated amount borrowed from the City would be approximately \$400,000.

There is proposed to be no increases in salaries and most of the increase to this line item is due to \$99,000 designated to fund compensated absences. The Contractual and Professional Services line item is estimated to increase from Fiscal Year 2009 by \$159,000 and primarily consists of contracted services for law enforcement, landscape maintenance, custodial services, and recreation instructors. The net increase to the law enforcement contract is \$122,000, compared to the Fiscal year 2009 year-end amount.

A transfer of \$500,000 is proposed to establish a Benefits and Insurance Fund, currently set aside as part of the General Fund reserve. This will ensure future payment of workers' compensation, general liability and workers' compensation claim settlements. Also new this year is a \$380,000 GASB 45 post-retirement medical contributions amount from Supplies and Services.

In order to reduce the General Fund Budget expenditures, the City will need to reduce services in critical areas.

WATER FUND OVERVIEW:

The last of the rate increases is scheduled to be implemented on July 1, 2009. The estimated consumption is projected to be flat with increased expenses of \$0.6 million over Fiscal Year 2009 because of debt service to fund Capital Improvement Program projects, which will ultimately reduce purchased water costs. Rates will need to be reviewed during the fiscal year and adjustments may need to be made. The working capital deficit of \$1.7 million has been eliminated and is estimated to be positive by \$0.3 million by the end of Fiscal Year 2009.

SEWER FUND OVERVIEW:

Total revenues are estimated to increase by \$0.5 million due to a rate increase. Total expenses are projected to increase by \$0.4 million due to the issuance of new debt for capital projects and pass-through costs for treatment plant operations.

RDA OPERATING BUDGET OVERVIEW:

The Norco Redevelopment Agency is a separate legal entity and its resources are segregated from City financial resources for accounting purposes. Fiscal Year 2010 revenues are projected to be \$1.9 million below the amount estimated to be received in Fiscal Year 2009. Most of this decrease is \$1.8 million projected in tax increment receipts due to the declining property values. Total expenditures are \$3.7 million below the estimated Fiscal Year 2009 estimated total expenditures.

LOW-MOD HOUSING FUND OVERVIEW:

The receipt of 20% of the tax increment received is set aside for low-to-moderate income housing assistance. Revenues are expected to decrease by \$0.4 million due to lower projected tax increment receipts. Total projected expenditures of \$5.6 million include \$3.2 million in development incentives for affordable housing projects, \$300,000 for deferred home loans, \$300,000 for home improvement grants, \$140,000 for the first time homebuyer program, and \$140,000 for miscellaneous housing assistance.

SPECIAL ASSET REVENUE FUND:

This fund was established as an Endowment Fund from the proceeds of one-time sales of land and other assets. The current balance is \$1,275,000. Interest earned during the year are transferred to the General fund.

STAFF/CITY COUNCIL COMMENTS:

City Manager Allred stated that in summary, all funds are in balance and healthy, except for the General Fund. Many one-time and several ongoing revenues are proposed to fill the General Fund deficit. He further stated that in the current fiscal year, 9 full time positions have been eliminated.

Council Member Hanna inquired about the strike team reimbursement and how the City was reimbursed. In response, the Fire Chief stated that at a very minimum, we recover our costs including overtime.

Council Member Hall pointed out that a couple of years ago we anticipated additional retail on Hamner and Sixth Street to help fill this gap, which did not occur at the level hoped for, and that is why the structural imbalance is still present. He added that there are several nice retail buildings on Hamner and we can expect that as the economy improves, those buildings will be filled and will help to increase sales tax revenue. Hopefully, we can hang on to our auto dealers. He commended the entire staff on painting a clear picture on the situation we are in and cautioned not to make any decisions that would be irreversible.

Mayor Pro Tem Miller inquired about the River Trails Lease and thought it was cancelled in April. Parks, Recreation & Community Services Director Petree stated that the City still collects \$1,000 per month, which may be amended in the future when results of the RFQ/P are brought to the Council. In response to Mayor Pro Tem Miller's question, Director Petree stated that three parties are being interviewed as a result of the RFQ/P. Mayor Pro Tem Miller also inquired about the amount proposed for the Chamber of Commerce and in response to his question the City Manager stated that that amount includes money for the Norco Chamber of Commerce and the Corona Chamber of Commerce.

Council Member MacGregor stated that the presentation provided a clear picture.

Mayor Azevedo stated that she is looking for ways to balance this budget and that we need to look at ways to generate income to the General Fund. She suggested looking at facilities in Norco to find ways to generate income such as the Scout House, Senior Center, meeting room at Fire Station, etc. In response, the City Manager stated that the Parks and Recreation Commission would place this on its agenda to discuss. Mayor Azevedo asked Housing Manager DeGrado about funding for low-mod housing clients and if there are strict guidelines. In response, Housing Manager DeGrado stated that yes, they are all income restricted.

PUBLIC COMMENTS:

Harvey Sullivan, 4561 Hillside. Mr. Sullivan inquired about salary freezes. The City Manager stated that all salary ranges will be frozen, including management positions. Mr. Sullivan asked about the Endowment Fund and if it was separate from the Reserve Fund. The City Manager stated that yes, it is a separate fund for the purpose of using the interest earnings. The City Manager also stated that one parcel of land, at the intersection of the 60 and 15 freeways, is available for sale with its proceeds to go into this fund. Mr. Sullivan asked Mayor Azevedo about renting out the meeting room at the Senior Center and stated that it is not the citizens fault that we are in this budget condition and they should not have this taken away. He further stated that the Council needs to stand up to the plate and that the Redevelopment Agency is stealing revenues that could go to the General Fund. Mayor Azevedo stated that she receives many calls from residents looking to rent facilities, some that are not residents, and even our residents would gladly pay to hold an event in our City facilities. She added that the Senior Center would only be rented on nights and weekends that seniors weren't using it. She further noted that because we do not have enough smaller venues to rent, many residents end up paying more to rent Nellie Weaver Hall and the availability of additional small venues could be a service to our residents. Mr. Sullivan stated that he would like the Council to look at a utilities tax rather than nickel and diming residents and further stated that at least 50% of the residents would agree. Mayor Azevedo responded that because of these economic times, it would be a last resort to add an additional tax to residents.

Vern Showalter, 2345 Corona. Mr. Showalter commended Director Okoro on the report. He inquired on realigning the Redevelopment Agency Project Area to help increase General Fund. He would like to see the Council look at bringing in big boxes to the City, which no one wants, but they bring in the money. He also inquired about the line-of-credit loan made to the Mazda dealership. The City Attorney clarified that the loan was made to the owner of the Mazda dealership and secured by his own personal assets.

STAFF/CITY COUNCIL COMMENTS:

City Manager Allred stated that the issues being discussed regarding shrinking the boundaries of the Project Area of the Redevelopment Agency hold many implications, as when a redevelopment agency seeks to change boundaries it opens up to the county, state, community college, etc. the ability to access more property tax dollars. The City Attorney also noted that another problem is that there is currently outstanding debt and we cannot reduce the boundaries when there is outstanding debt. The City Manager stated that a substantial amount of Public Works projects are completed using Redevelopment Agency money and that bond proceeds are used for capital projects and there would not be any other legal entity to pay for those projects. Economic Development Director

Oulman stated that the City has received property tax revenues from all of the housing tracts in the Norco Hills which are located outside the Redevelopment Agency; except for Western Pacific which is located in the Project Area.

Mayor Azevedo stated that Norco is trying to embrace Horsetown USA and once Belstarr is located at Silverlakes, with its 5,000 parking spaces, it will bring in people. She further noted that TOT from hotels provides income to the General Fund. Mayor Azevedo stated that the hotel on the Q-Tip property is coming along well and that the City is taking active measures to promote hotels. Mayor Azevedo asked Director Oulman to bring the Look Book to the Council Meeting, which is being used to aggressively attract hotels and restaurants to the City. The City Attorney stated that Silverlakes is a great example of what Redevelopment Agency funds can be used for and will result in revenue to the General Fund. Mayor Azevedo thanked staff for the huge sacrifice each department has made in staffing reductions and that it takes team work to get through these times.

Mayor Pro Tem Miller inquired from Director Okoro the difference between a utilities tax and a parcel tax. In response Director Okoro stated that is a utilities tax on utilities such as water, electric, and gas; and a parcel tax is tax that is attached to real property.

Council Member Hall pointed out that the voters needed to approve a utilities tax. Placing a tax measure on the ballot is an expensive proposition and should only be done if there is a reasonable likelihood of approval. He stated that the property just north of City Hall, where the Post Office is currently located, was zoned to bring in big boxes and was later rezoned to bring in industrial. Council Member Hall stated that the problem is that most big boxes do not want to come into Norco. He further stated that we would not have Silverlakes if it was not for the Redevelopment Agency.

Lt. Cooper summarized the effect on the Norco Sheriff's Department with the prior elimination of the DARE-Youth Accountability Team Deputy, the elimination of 3 CSOs this year and the anticipated elimination of a motor officer in Fiscal Year 2010. He stated that the Sheriff's Department would continue to investigate and solve crimes, but the response to lower priority calls will take longer. He also stated that they would probably not have motor officer coverage on Sunday and would not be able to maintain 7-day coverage, resulting in citations and revenue being reduced. Lt. Cooper requested direction from the City Council regarding the elimination of one motor officer.

PUBLIC COMMENT:

Harvey Sullivan, 4561 Hillside. Mr. Sullivan stated that he wasted his time coming to the Workshop, as he came to voice information that he thought was helpful. He further stated that he would appreciate it if the Council would just listen to him and not try to make him feel stupid in their responses.

**THE CITY COUNCIL/CRA RECESSED TO CLOSED SESSION (SECTION 54954) TO
CONSIDER MATTERS: 5.56 p.m.**

Section 54956.9(b)(2)(A) – Conference with Legal Counsel - Anticipated Litigation

Number of Potential Cases: 1

Section 54957.6 – Conference with Labor Negotiator

Negotiating Parties: City Manager Allred, Director of Fiscal & Support Services Okoro and Human Resources Analyst Paakkonen

Employee Organizations: Norco Firefighters Association
Norco Battalion Chiefs Association
Norco General Employees Association
Norco Public Works & Parks Maintenance Workers Association

RECONVENE PUBLIC SESSION: With no Closed Session Items to report, Mayor Azevedo reconvened the meeting at 7:08 p.m.

PLEDGE OF ALLEGIANCE: Mayor Azevedo

INVOCATION: Pastor Vernie Fletcher
Grace Fellowship Church

PROCLAMATIONS: Proclamation for Poppy Week
Received by the Norco American Legion
Celebrated *May 10 – 17, 2009*

MERITORIOUS SERVICE COMMENDATIONS: Roger Lang, retired from the Orange County Sheriff's Department, and Theo Joseph, a 16-year law enforcement veteran employed by the Pomona Police Department, placed themselves in harm's way on April 4, 2009 to come to the aid of a female business owner in Norco. An adult male suspect entered the female's tanning salon, brandished a large knife at her, and forced her to the ground with the intent to sexually assault her. Mr. Lang and Mr. Joseph entered the tanning salon and the suspect turned towards them and attacked them with the knife in an attempt to escape. Although Mr. Lang sustained several serious stab wounds, he continued his attempt to detain the suspect who fled on foot, but was ultimately captured and restrained by Mr. Joseph until Norco deputies arrived and took him into custody. Mr. Lang and Mr. Joseph prevented the suspect from completing an assault on the female, and they aided in the suspect's arrest for burglary, assault to commit rape, assault with a deadly weapon and attempted murder. On behalf of the Norco City Council, Mayor Azevedo commended, honored and thanked both of these fine men. The female business owner was also present and was asked to stand up and be acknowledged.

REGULAR COMMUNITY REDEVELOPMENT AGENCY (CRA) AGENDA AS FOLLOWS:

M/S Hanna/MacGregor to approve the items as recommended on the CRA Consent Calendar. The motion was carried by the following roll call vote:

AYES: AZEVEDO, HALL, HANNA, MACGREGOR, MILLER
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

Mayor Azevedo added an item regarding the discussion of the Look Book. Economic Development Director Oulman stated that attempts are being made to attract hotels and restaurants into the City of Norco in preparation for the development of the Silverlakes property. The Look Book provides information so that companies can make decisions if Norco is a place that they would like to consider. The Look Book was passed around the audience for their review.

1. CRA CONSENT CALENDAR ITEMS:

- A. CRA Minutes, Regular Meeting of April 15, 2009. Recommended Action: Approve the CRA Minutes. (City Clerk)**
- B. CRA Minutes, Special Meeting of April 28, 2009. Recommended Action: Approve the CRA Minutes. (City Clerk)**

2. OTHER CRA MATTERS: No Other Matters

ADJOURNMENT OF CRA: 7:27 p.m.

REGULAR CITY COUNCIL AGENDA AS FOLLOWS:

M/S Hall/Hanna to approve the items as recommended on the City Council Consent Calendar. The motion was carried by the following roll call vote:

AYES: AZEVEDO, HALL, HANNA, MACGREGOR, MILLER
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

3. CITY COUNCIL CONSENT CALENDAR ITEMS:

- A. City Council Minutes, Regular Meeting of April 15, 2009. Recommended Action: Approve the City Council Minutes. (City Clerk)**
- B. City Council Minutes, Special Meeting of April 28, 2009. Recommended Action: Approve the City Council Minutes. (City Clerk)**

- C. Project Status Update for Wyle Laboratories Norco Facilities Site. **Recommended Action: Receive and File** (City Manager)
 - D. Acceptance of Riverside County Anti-Terrorism Approval Authority Grant in the Amount of \$20,000 for the Purchase of Hand-Held Radios. **Recommended Action: Adopt Resolution No. 2009-18.** (Fire Chief)
 - E. Temescal Avenue – Second Street to South Norco Channel Storm Drain Feasibility Study. **Recommended Action: Award a professional services contract to Armstrong & Brooks Consulting Engineers in the Amount of \$8,825 and authorize the City Manager to approve change orders up to 10% of the contract amount.** (Senior Engineer)
 - F. Annual Special Tax for Community Facilities District No. 93-1R for the Fiscal Year 2009-2010. **Recommended Action: Adopt Resolution No. 2009-19.** (Director of Fiscal and Support Services)
 - G. Fiscal Year 2009 Third Quarter Budget Performance Report. **Recommended Action: Receive and File.** (Director of Fiscal and Support Services)
 - H. Request for Qualifications and Proposals (RFQ/P) for Animal Control and/or Shelter Operations Services. **Recommended Action: Authorize the distribution of an RFQ/P to qualified agencies.** (Director of Parks, Recreation & Community Services)
 - I. Action Minutes for Planning Commission Meeting of April 29, 2009. **Recommended Action: Receive and File** (Planning Manager)
4. CITY COUNCIL ITEMS FOR ACTION:

- A. Memorandum of Agreement Between the Naval Weapons Station Seal Beach Detachment Corona, the California Department of Corrections and Rehabilitation and the City of Norco

The development of a Memorandum of Agreement between the Naval Weapons Station Seal Beach Detachment, the California Department of Corrections and Rehabilitation, and the City of Norco has been drafted to identify specific points of understanding to provide potable water distribution, waste water collection and treatment and to accomplish individual and regional benefits.

Recommended Action: Authorize the City Manager to Execute the Memorandum of Agreement between the Naval Weapons Station Seal Beach Detachment Corona, the California Department of Corrections and Rehabilitation, and the City of Norco. (Director of Public Works)

Public Works Director Thompson presented the Council Item and stated that once the property is transferred, the City will provide water to Lake Norconian to maintain its water levels. Once the Navy and the State get copies of their signed Agreement back to the City, it is recommended that the City Manager execute the Agreement.

Mayor Pro Tem Miller inquired if the City will have to dredge the lake. In response, Director Thompson stated that no, the City will only deliver water to maintain the required water levels of the lake.

M/S Azevedo/MacGregor to authorize the City Manager to Execute the Memorandum of Agreement between the Naval Weapons Station Seal Beach Detachment Corona, the California Department of Corrections and Rehabilitation, and the City of Norco. The motion was carried by the following roll call vote:

AYES: AZEVEDO, HALL, HANNA, MACGREGOR, MILLER
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

5. ITEMS PULLED FROM CITY COUNCIL CONSENT CALENDAR: No Items Pulled.

6. PUBLIC COMMENTS OR QUESTIONS:

Su Bacon, 111 Buckskin. Ms. Bacon encouraged the Council and staff to attend the Founders Day event on Saturday. She presented Founders Day t-shirts to the City Council. Mayor Pro Tem Miller asked if he had to go to the Community Center. Ms. Bacon responded that yes, you need to follow the procedure and go to the Community Center and get a wrist band for entrance to the Navy Base.

Harvey Sullivan, 4561 Hillside. Mr. Sullivan thanked the City Council for the tireless and thankless job that they do and that this is appreciated by the citizens. He also went over the events for the Norco Extreme Mustang Challenge and thanked the City Council and the City Manager for their support for this event.

Kevin Russell, Norco Chamber of Commerce. Mr. Russell provided the Spring Chamber Report and that the Chamber membership is now 228 and growing. A new membership drive will begin next week and new and updated publications are available at the Chamber. On Wednesday May 13th from 5 – 7 p.m. there will be a Mixer at the Black Horse Tavern; on Thursday, May 21st, beginning at 10 a.m. the Chamber will host Melissa Mullins. representing Belstarr, which will include a tour of Norco, lunch and a business meeting; on Tuesday, May 26th at 8:30 a.m. there will be a New Member Breakfast and Orientation, and the May General Membership Meeting will be a tribute to the Military.

7. OTHER MATTERS - COUNCIL OR STAFF:

- A. Council Member Hall stated that Charlie Tyo passed away and that graveside services will be held on Friday in Corona. His wife, Mary, passed away a number of years ago and the Mary Tyo Trail Head in Mira Loma was named in memory of her.
- B. Council Member Hanna thanked Director Thompson for fixing the trail fence in preparation for the trail ride on Saturday. He commended Lt. Cooper and his officers for controlling Fun Night. Last month, he went to Pocatello, Idaho to represent Horsetown USA and attended the National Finals Rodeo. Danny Azevedo attended with Council Member Hanna to assist with this event. Council Member Hanna noted that the entire event is put on by volunteers from all over the United States. He also spoke with PRCA representatives regarding NART and demonstrated some of the NART maneuvers for them.
- C. Council Member MacGregor stated that over the years, Public Works has completed the infrastructure to use reclaimed water in our parks. He noted that this will be a substantial savings to the City.
- D. Mayor Pro Tem Miller provided a presentation updating the City's Renewable Energy Project and noting the potential sites for the project. He stated that "good neighbor" meetings had been held with the JCSD/Eastvale residents and also with Supervisor Tavaglione. The local and regional benefits were noted as 1) a reliable outlet for horse manure that will stabilize costs, 2) electricity production to stabilize sewer rates, and 3) future potential for sludge disposal. Odors could be eliminated by a proposed anaerobic digester and the traffic impacts should be minimal if any. The next steps were highlighted, along with the potential of the use of Stimulus Funds for the project. Mayor Pro Tem Miller emphasized in the conclusion of the presentation that it is important for "good neighbors to work together." In response to Mr. Sullivan, Mayor Pro Tem Miller stated that shovel ready means "ready to build". In another response to Mr. Sullivan, the City Manager stated that this could be a private-public enterprise. Mayor Azevedo added that this should also help to stabilize the Eastvale sewer rates.
- E. Mayor Azevedo stated that she, accompanied by the City Manager, will be meeting with the Corona/Norco Board of Realtors tomorrow to highlight Norco. She also stated that the Concert in the Park last weekend at Pikes Peak Park was a great event and the highlight was Chief Frye conducting the band.

8. ADJOURNMENT: There being no further business to come before the City Council, Mayor Azevedo adjourned the meeting at 8:23 p.m.

BRENDA K. JACOBS
CITY CLERK

/bj-72484