

**TOWN OF MORAGA
TOWN COUNCIL REGULAR MEETING**

**August 25, 2010
MINUTES**

7:00 P.M.

Joaquin Moraga Intermediate School Auditorium
1010 Camino Pablo, Moraga, California 94556

I. CALL TO ORDER

The regular meeting was called to order at 7:02 P.M. by **Mayor Ken Chew**.

ROLL CALL

Councilmembers present: Mayor Ken Chew, Vice Mayor Karen Mendonca, and Councilmembers Howard Harpham, Michael Metcalf and Dave Trotter

Councilmembers absent: None

II. PLEDGE OF ALLEGIANCE

Mayor Chew led the Pledge of Allegiance.

III. SPECIAL ANNOUNCEMENTS

There were no special announcements.

IV. PROCLAMATIONS AND PRESENTATIONS

- A.** Proclamation Recognizing the 30-Year Anniversary of the Moraga Police Department by Anne Grodin, Representing Assemblywoman Nancy Skinner

Anne Grodin, representing Assemblywoman Nancy Skinner, presented the proclamation recognizing the 30-Year Anniversary of the Moraga Police Department commending the Department's leadership to the community and congratulated the Moraga Police Department on its 30-year anniversary.

Chief of Police Robert Priebe accepted the proclamation on behalf of the Moraga Police Department. He thanked the Town Council and Moraga citizens for their continued support.

PUBLIC COMMENTS OPENED

There were no comments from the public.

PUBLIC COMMENTS CLOSED

- B.** Presentation and Year-in-Review for the Moraga Youth Involvement Committee

David Wetterholm, Historian Co-Chair of the Moraga Youth Involvement Committee (MYIC), presented a PowerPoint presentation on the efforts of the MYIC to become active members and citizens of the community, facilitate activities by the Town, plan recreational activities suitable for all ages and stages, make recommendations to the Town Council on teen youth related issues, work cooperatively with other communities on youth activities, and work with the Moraga youth community. The background of the MYIC, the MYIC members for the 2009-2010 term, and the events and activities that had been sponsored by the MYIC in 2009-2010 were all identified. The MYIC expressed its appreciation to a number of individuals who had provided assistance or who had contributed donations to many of the MYIC events.

Vice Mayor Mendonca expressed her appreciation for the opportunity to work with the MYIC and its members. She commended the efforts of the MYIC and its advisor Kimberly Nelson.

C. Proclamation Declaring August 26, 2010 as Women's Equality Day

Lee Lawrence, President of the League of Women Voters, Diablo Valley, thanked the Town Council for the proclamation declaring August 26, 2010 as Women's Equality Day. She spoke to the background of the 19th Amendment which had essentially become Women's Equality Day and the background of the League of Women Voters Diablo Valley. She reported on the many activities, efforts, and advocacy works of the League through the encouragement of voter participation, registration and education. She noted that a film on the women's suffrage movement would be shown in the Lafayette Library on August 26 in celebration of Women's Equality Day. She invited everyone to attend.

Mayor Chew read into the record the proclamation declaring August 26, 2010 as Women's Equality Day and presented the proclamation to Ms. Lawrence.

PUBLIC COMMENTS OPENED

There were no comments from the public.

PUBLIC COMMENTS CLOSED

D. Proclamation Declaring September 25, 2010 as Arbor Day in Moraga

Mayor Chew read into the record the proclamation declaring September 25, 2010 as Arbor Day in Moraga.

Liz Faoro, Chair of the Moraga Park and Recreation Commission and Park and Recreation Commission member Kirpal Khanna accepted the proclamation.

PUBLIC COMMENTS OPENED

There were no comments from the public.

PUBLIC COMMENTS CLOSED

V. DISCUSSION ITEMS

There were no discussion items.

VI. ADOPTION OF THE CONSENT AGENDA

A. Approval of Consent Items

Consent Agenda Items 2 and 7 were removed from the Consent Agenda.

PUBLIC COMMENTS OPENED

There were no comments from the public.

PUBLIC COMMENTS CLOSED

ACTION: It was M/S (Trotter/Mendonca) to approve Consent Agenda Items 1, 3, 4, 5, 6 and 8. Vote: 5-0.

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|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| 1) Accounts Payable Claims for 7/30/10 (\$137,019.03);
7/30/10 (\$108,068.24); 8/02/10 (\$9,000.00); 8/11/10
(\$36,749.23); 8/11/10 (\$67,085.80) | Approved |
| 2) <i>Approve Minutes from the Town Council Meeting May 26,
2010</i> | <i>Removed</i> |
| 3) Approve Minutes from the Town Council Meeting July 28,
2010 | Approved |
| 4) Adopt Resolution 65-2010 Approving Changes to Employer
Contribution for Public Employees Retirement System (PERS)
Miscellaneous Plan #1075 | Approved |
| 5) Adopt Resolution 66-2010 Approving Changes to Employer
Contribution for Public Employees Retirement System (PERS)
Safety Plan #1075 | Approved |
| 6) Adopt Resolution 67-2010 Authorizing the Town Manager to
Sign the Modified Contra Costa Clean Water Program
Agreement between All Contra Costa Municipalities | Approved |
| 7) <i>Adopt Resolution 69-2010 Authorizing the Town Manager
to Amend the Contract with Swatt Miers Architects for
Additional Design Work for the 329 Rheem Elevator
Installation Project and Transfer Funds from Asset
Replacement to the Project to Complete Funding</i> | <i>Removed</i> |
| 8) Adopt Resolution 68-2010 Approving and Authorizing
Execution of the Agreement for Town Attorney Services
between the Town of Moraga and Burke, Williams &
Sorensen, LLP | Approved |

B. Approval of the Consent Items Removed for Discussion

1. Approve Minutes from the Town Council Meeting of May 26, 2010

Vice Mayor Mendonca requested that the minutes of the May 26, 2010 meeting be brought back in redline strikeout format given that she had changes to make that she would provide to staff in writing.

2. Adopt Resolution 69-2010 Authorizing the Town Manager to Amend the Contract with Swatt | Miers Architects for Additional Design Work for the 329 Rheem Boulevard Elevator Installation Project and Transfer Funds from Asset Replacement to the Project to Complete Funding

Councilmember Trotter opposed the transfer of funds from the Asset Replacement Fund to the project to fund additional construction related costs, particularly to cover staff time during construction which had not been accounted for in the original budget. He asked that the resolution be amended to remove \$14,000 in funds transferred from Asset Replacement for staff time, which he did not find to be necessary or to be a true cost.

Town Manager Michael Segrest explained that staff time was typically included in capital projects with the charges predicated on the staff time. Staff time would have an impact on the project and would provide an accurate cost of the project.

Emily Boyd, Interim Administrative Services Director, clarified that the applicable accounting principle would be consistent. In this case, she recommended being consistent in terms of the accounting methods that had been utilized in the past. The proposed action would not involve a third party. The Asset Replacement Fund was a Council discretionary fund.

Mr. Segrest added that the General Fund anticipated revenue from project management whether internal or in support of external projects. The General Fund budget had been structured to anticipate "x" amount from those sources and staff had to estimate the amount. In this case, given the limited revenue anticipated from projects, revenue projections were tight for the General Fund in terms of the revenue necessary to fund a project. The action before the Council would ensure accounting consistency. He recognized the concerns being raised and that the Council may decide not to conduct the transaction, as proposed.

Public Works Director/Town Engineer Jill Mercurio also explained that the staff costs on projects were real costs and although the General Fund covered all of the staff costs there were monies transferred from grants, or gas tax, or other funding sources to fund a portion of the staff time. To accurately reflect the staff time on capital projects and for future budgeting and potential staffing issues, there needed to be an accurate accounting of the staff time on capital projects. If undervalued by not charging the staff time appropriately, the Town could end up with a situation where that amount of time was not included which could impact staffing in the future. She commented on the staff time to juggle oversight between the contractor and its subcontractors for the subject project, which had not been anticipated.

Mr. Segrest recognized the Town Council's concerns but suggested that the method being proposed was appropriate and consistent with the methods used in the past. He was confident that the Asset Replacement Fund would be replenished in the future when the Town was in better shape. He emphasized that the project was a capital investment which should be capitalized and shown as an asset increase in the Town.

PUBLIC COMMENTS OPENED

Barbara Simpson, Moraga, suggested that a cushion should have been built into the contract. She supported a logical solution and a better plan for replenishing the Asset Replacement Fund. She commented on the difficulty of the Town to accommodate repairs lacking a budget. She questioned raiding the Asset Replacement Fund and suggested that while it sounded good, being logical would be better. She suggested that the Town Council was setting itself up for a lot of criticism. She also suggested that the item was not costing the Town more in staff time.

Michelle Kenyon, representing the Town Attorney's Office, stated in response to the Council and Ms. Simpson's comments, that in her opinion the issue should not be sent to the Attorney General or District Attorney.

PUBLIC COMMENTS CLOSED

ACTION: It was M/S (Metcalf/Mendonca) to authorize the Town Manager to Amend the Contract with Swatt | Miers Architects to Include Additional Design Work for the 329 Rheem Elevator Installation Project and Transfer Additional Funds from Asset Replacement to the Project Budget. Vote: 5-0.

VII. REPORTS

A. Mayor's and Councilmembers' Reports

Mayor Chew – Reported that he had attended a tour of the Caldecott Tunnel Fourth Bore with the project anticipated to be completed by 2014. He also reported that he planned to attend the next Mayors' Conference in the Town of Danville.

Vice Mayor Mendonca – Reported that the Central Contra Costa Solid Waste Authority had moved its offices to Mt. Diablo Boulevard. An Open House for the new offices was scheduled for September. She also reported on the Solid Waste Authority's pilot program for a recycle bank utilizing properties in Moraga and Orinda. If the program was successful, it would be expanded throughout the county. She added that she would be participating in a Saint Mary's College Panel on September 15; the League of California Cities Annual Meeting on September 16 and 17; a televised debate between Senate candidates Carly Fiorina and Barbara Boxer at Saint Mary's College on September 1; and a screening of a movie honoring Women's Equality Day on August 26 at the Lafayette Library.

Councilmember Harpham – Reported that he had attended a recent ABAG [Association of Bay Area Governments] meeting on August 4 with a discussion on a proposal for Grand Boulevard to extend the entire length of the El Camino Real, which involved multiple jurisdictions. He added that he and the Parks and Recreation Director had attended a meeting with members of the dog community at Rancho Laguna Park.

Councilmember Metcalf – Reported that Contra Costa Transportation Authority (CCTA) offices had relocated to 2999 Oak Boulevard in the City of Pleasant Hill. He also reported that the third meeting of the Tri-Agency Committee would be held on September 1.

Councilmember Trotter - Reported that he planned to attend the next Mayors' Conference in the Town of Danville where a meeting of the Executive Committee of the Mayors' Conference had also been scheduled. A number of items were to be discussed and presented to the full Mayors' Conference.

- C. Town Manager Update – Mr. Segrest reported that the Town had rejected the Moraga Rubber Cape Seal Project and had notified the contractor that the project would not be accepted in its current condition. Staff was awaiting a response from the contractor. The Council would be kept apprised of the status of the project. Staff was working to ensure that the project met the expectations and specifications of the original work that was to have been completed. Staff was

also tracking all legal costs in the event of any pursuit for reimbursement for the work that was to be completed to the satisfaction of the Town.

Ms. Kenyon advised that she was aware of a similar situation with the same contractor in another jurisdiction she represented. She assured the Town Council of efforts to coordinate a uniform response. She emphasized that staff was working to ensure that the contractor completed the project in the way it had been contracted. As to the issue of a bond, she described that process as lengthy and did not see that they had reached that point at this time.

VIII. COMMUNICATIONS

A. Central Contra Costa Solid Waste Authority Letter dated August 5, 2010

The Town Council commented on the contents of the letter and the benefits of the programs offered by the Solid Waste Authority.

IX. ADOPTION OF MEETING AGENDA

PUBLIC COMMENTS OPENED

There were no comments from the public.

PUBLIC COMMENTS CLOSED

ACTION: It was M/S (Mendonca/Harpham) to adopt the Meeting Agenda, as shown. Vote: 5-0.

X. PUBLIC COMMENTS AND SUGGESTIONS

There were no comments or suggestions from the public.

XI. PUBLIC HEARINGS

There were no public hearings.

XII. ORDINANCES, RESOLUTIONS AND REQUESTS FOR ACTION

A. Provide Direction to Voting Delegate regarding Resolutions at the League of California Cities Annual Meeting in San Diego on September 17, 2010

Mayor Chew reported that he would not be able to attend the September 17 League of California Cities Annual Meeting with the Vice Mayor to represent the Town of Moraga as the voting delegate.

Mr. Segrest presented the six resolutions as outlined in the August 25, 2010 staff report and asked the Town Council to provide direction to the voting delegate on each of the resolutions.

PUBLIC COMMENTS OPENED

There were no comments from the public.

PUBLIC COMMENTS CLOSED

The Town Council discussed the six resolutions to be considered at the Annual Meeting of the League of California Cities and offered the following direction to the voting delegate:

- Resolution 1: Direct the Voting Delegate to vote "YES" for a resolution related to the League Bylaws Amendments;
- Resolution 2: Councilmembers Harpham, Metcalf and Trotter did not support the resolution related to the National Let's Move Campaign given the lack of detailed information on the resolution and concerns as to how it could be enforced by the Town.

ACTION: It was M/S (Metcalf/Harpham) to direct the Voting Delegate to vote "NO" on Resolution 2 related to National Let's Move Campaign. Vote: 3-2. Noes: Chew, Mendonca.

- Resolution 3: Direct the Voting Delegate to vote "YES" on Opposing the Board of Director's Decision to Defer Action on AB 32 and SB 375 and to Adopt the Board-Appointed Task Force Recommendations.

ACTION: It was M/S (Metcalf/Harpham) to direct the Voting Delegate to vote "NO" on Resolution 4 relating to Responsible Banking. The motion FAILED by the following vote: Ayes: Metcalf, Harpham; Noes: Mendonca, Trotter, Chew.

- Resolution 4: Direct the Voting Delegate to use his/her discretion while considering a resolution relating to Responsible Banking.

ACTION: It was M/S (Trotter/Metcalf) to direct the Voting Delegate to vote "YES" on Resolution 5 relating to Unfunded State Mandates. Vote: 5-0.

- Resolution 6: Direct the Voting Delegate to vote "YES" in support of a resolution relating to enhancing Public Safety While Driving a Motor Vehicle.

B. Adopt Resolution 70-2010 Authorizing the Town Manager to Sign Right-of-Entry and License Agreement for Cattle Grazing on Mulholland Open Space Preserve

Parks and Recreation Director Jay Ingram explained that the proposal was essentially a renewal of a 2006 agreement between the Town and the current licensee, John Hoover, whose cattle had grazed the property since the late 1970's. In 1999, Wayne Bavaria donated the Mulholland parcel to the Town of Moraga. In 2005, Mr. Hoover had been approached by Town staff requesting an agreement that included potential grant funding through the National Resources Conservation Service (NRCS) with the grant funds intended to reimburse Mr. Hoover for improvements with respect to cattle grazing and a focus on maintaining the forage quality of annual plant species. An agreement had been signed with Mr. Hoover, the Town, and NRCS in 2006, which agreement had since expired.

Mr. Ingram advised that the requirements addressed in the 2006 agreement had been completed which included improvements in-lieu of rental payments to the Town. He identified the benefits experienced by the Town through the agreement noting that in order to maintain the property for fire hazards and preferred plant species, the Town would need to continue with grazing and weed/thistle abatement. Under the new agreement, the Town would collect an annual fee that should cover the cost of thistle abatement, eliminating the previous general fund subsidy. The terms of the agreement would be for 24 months, with the Town to receive \$4,500.

Mr. Ingram recommended that the Town Council authorize, by resolution, the Town Manager to enter into a Right-of-Entry and License Agreement for cattle grazing on Mulholland Open Space Preserve.

In response to the Council, Mr. Ingram clarified that the new mitigation pond in the Mulholland Open Space Preserve had been fenced off and cattle would have no access to the mitigation pond.

PUBLIC COMMENTS OPENED

John Hoover, Hoover Cattle Co., Moraga, described the history of the property with cattle grazing on the property for 67 years. The property had been fenced with in-line fencing which had been placed in sections to better control the cattle herd. He noted that there was a new water system as part of the grant with water flowing into the pond from an upper stream. In addition, the Hoover Cattle Co. would absorb all of the costs for the fire break. Further, the cattle had been raised in areas where they had become used to people and were not threatened by them resulting in a gentle herd. He acknowledged that one of the gates on the property must be addressed through maintenance although no cattle from the herd had escaped the property. He also clarified that the herd ate the thistle on the property while it was small and the Purple Star and Artichoke Thistles were therefore managed to prevent spread.

PUBLIC COMMENTS CLOSED

ACTION: It was M/S (Trotter/Metcalf) to adopt Resolution 70-2010 Authorizing the Town Manager to enter into a Right-of-Entry and License Agreement for Cattle Grazing on Mulholland Open Space Preserve. Vote: 5-0.

- C. Adopt Resolution 71-2010 Amending Fiscal Year 2009-10 General Fund Budget to Allow Use of One-Half of Net Revenues for Street Maintenance

Mr. Segrest explained that the item was a follow-up from policy direction from the Town Council in 2009 in relation to funding street maintenance through the use of one-half of any General Fund net revenues for street maintenance projects. No projects had been identified at this time.

Ms. Boyd clarified the 2010-11 Summary of Revenues and Expenditures Projected for FY 2009-10 as related to the Street Maintenance Project Account in the Capital Improvement Fund.

PUBLIC COMMENTS OPENED

There were no comments from the public.

PUBLIC COMMENTS CLOSED

The following revision was made to Resolution No. 71-2010

The second to last paragraph to read:

NOW, THEREFORE BE IT RESOLVED by the Town Council of the Town of Moraga that approximately one-half of the projected FY 2009-10 net revenues or \$150,000 be transferred into the Street Maintenance Fund for the purpose of funding street maintenance projects in FY 2010-11.

ACTION: It was M/S (Trotter/Harpham) to adopt Resolution 71-2010 Amending Fiscal Year 2009-10 General Fund Budget to Allow Use of One-Half of Net Revenues for Street Maintenance, as amended. Vote: 5-0.

D. Adopt Resolution __-2010 Amending the Audit and Finance Committee Charter

Mr. Segrest explained that the item had come about as a result of a recommendation from the Audit and Finance Committee (AFC) and was considered to be a clean-up item.

Ms. Boyd explained that she had worked with Bob Kennedy on the language that had been proposed to amend the AFC Charter. It was the opinion of staff and others involved that the charter would require revision once the AFC had been operating for some time and a better evaluation of the AFC functions was known. It had been approximately three and a half years since the AFC had been established and the proposed revisions were intended to redefine some of the functions of the AFC. She clarified that the Town's current Treasurer had been involved in the discussions of the proposed revisions, had reviewed the redline changes, and had been in agreement with the AFC on the proposed revisions. She reviewed the proposed revisions identified as Attachment B, the Town of Moraga Audit and Finance Committee (AFC) Charter.

Ms. Kenyon advised that she would have to review the amendments that had been proposed in order to clarify the situation with the Town Treasurer where revision to the resolution may be necessary and which would have to be brought back for Council consideration.

PUBLIC COMMENTS OPENED

There were no comments from the public.

PUBLIC COMMENTS CLOSED

The Town Council discussed the amendments to the Audit and Finance Committee (AFC) Charter, identified as Attachment B, and offered the following comments and/or recommendations:

- Concerns expressed with the lack of oversight in the charter regarding some of the practices of the AFC, such as no mention of review of financial procedures or cash management practices;
- Concerns with the elimination of language under Annual Audit as shown on Page 1 of the charter,
- Reword and better define paragraph 2 of Page 3 of Attachment B under the section Financial Reporting and Budgets as to the role of the AFC, with the first sentence to be revised to read:

Review the Annual Proposed Budget and the Mid-Year Budget Report.

- Suggested staff contact the League of California Cities which could provide information on proposed language to the AFC charter;
- Staff to consider what the AFC should do in terms of overseeing the development of policies and procedures for the management of the Town's finances;
- Elaborate on the management policies and procedures as shown on Page 2, paragraph 2, under Annual Audit;
- Restore the language that had been shown as stricken on Page 2, new paragraph 2 under Financial Reporting and Budgets; and

- Staff to clarify the Investment Policy on Page 3 as to whether or not the AFC should be providing input or recommendation on the Town's investment strategy.

Mayor Chew reported that the item would be revisited by the AFC to discuss the Town Council's recommendations and be returned to the Council for consideration at a later date.

E. Adopt Resolution 72-2010 Accepting and Filing the Reissued FY 2008-09 Annual Financial Audit

Ms. Boyd reported that an accounting error had been found in June 2010 regarding the cash and cash equivalents reported in the individual fund statements of the FY2009 Audited Financial Statements, which had been reviewed and approved by the AFC and the Town Council in January 2010, and which required the reissuance of the financial statements. The revision had no effect on fund balance or revenue expenditure statements and was a correction to the balance sheet accounts.

Mr. Segrest explained that in order to close the year with positive cash balances it had been thought that the General Fund had a cash flow issue and they had to identify where the cash had come from to cover that balance. In making that entry, the Lamorinda Fee and Financing Authority (LFFA) financial statements had been identified as being affected by that error and the crossover of the accounting error between the Town's funds and the LFFA fund necessitated the reissuance of the financial statements for both the Town and the LFFA. He clarified that there had never been a transfer of funds.

PUBLIC COMMENTS OPENED

There were no comments from the public.

PUBLIC COMMENTS CLOSED

ACTION: It was M/S (Metcalf/Mendonca) to adopt Resolution 72-2010 Accepting and Filing the Reissued FY2008-2009 Annual Financial Audit. Vote: 5-0.

F. Review Proposal for Investment of Idle Funds and Provide Direction to Staff

Ms. Boyd reported that in March 2010 the Council had given direction to staff to look into the options available for idle funds which had all been invested in the Local Agency Investment Fund (LAIF). In April 2010, the AFC had met with Nancy Jones with Public Finance Management (PRM) who had provided information on investing either through individual certificates of deposit (CDs) or the California Asset Management Pool (CAMP). CDs had been ruled out given the low interest rates and the CAMP rates had also been ruled out because the earnings would be lower than LAIF. The matter had been presented to the Town Council in May 2010 with the Council having agreed with the AFC's recommendation to remain invested in LAIF. Staff had been directed to review and research other investment opportunities.

Ms. Boyd explained that the market had not improved since the Council discussion in May with no greater investment rates able to be achieved. During an August 18, 2010 meeting, the AFC had determined an appropriate investment program for idle funds with the primary recommendation for the Town to begin to develop an investment portfolio and invest in CDs, which were safe investments and a way for the Town to begin implementing a more diversified investment policy.

Ms. Boyd advised that she had provided cash flow information in the August 25 staff report. The AFC was of the opinion it would not be detrimental to invest the idle funds in the One Time

Developer Fee Fund and CDs even for terms as long as 18 and 24 months. Examples of interest rates for CDs as of August 9, 2010 and samples of investment portfolios had also been outlined in the staff report.

Ms. Boyd clarified that the establishment of a CD investment program would not require additional staff and there would be no direct additional costs. The bulk of the staff time would be on the implementation of the program. Once implemented, the program would involve annual reporting for AFC and Town Council review.

In response to the Council, Ms. Boyd affirmed that once a rate was known the investment in the CD could be calculated in an amount where the accumulated interest would be under \$250,000 and not exceed the FDIC insurance policy. At this time, she was not confident the Town could achieve a greater return than it was currently receiving through LAIF, which was the reason why it had been recommended that no CD be purchased with a return rate at the time of purchase which was less than LAIF. She affirmed that government rates were less than normal rates due to a collateralization clause. She spoke to specific legislation as related to how government municipalities invested their monies consistent with the Government Code.

PUBLIC COMMENTS OPENED

There were no comments from the public.

PUBLIC COMMENTS CLOSED

By consensus, the Town Council accepted the recommendation from the Audit and Finance Committee (AFC) for the establishment of an investment program for idle funds.

XIII. COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

Councilmember Metcalf asked that the recent changes to the meeting agenda be revisited in the future given that routine items, which were intended to be addressed during the first hour of the meeting in order to allow adequate public participation for agenda items including public comment, but for the last two Council meetings had not occurred until more than an hour after the start of the meeting.

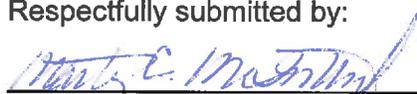
Councilmember Trotter agreed that the changes to the meeting agenda should be revisited. He understood that the changes were intended as an experiment. In his opinion, it was not working.

Mr. Segrest agreed to bring the item back for discussion.

IX. ADJOURNMENT

ACTION: It was M/S (Mendonca/Harpham) to adjourn the meeting at 10:29 P.M. Vote: 5-0.

Respectfully submitted by:


Marty C. McInturf, Town Clerk

Approved by the Town Council:


Ken Chew, Mayor