

## SPECIAL MEETING, 5:30 P.M.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. REVIEW AGENDA
- V. NEW BUSINESS
  - a. Sharon Brown – Submitted her verbal intent and request to the Commissioners and Board of Trustees to be on P&Z at the last P&Z Meeting.
  - b. Dax Hahs - Submitted his intent and request to the Commissioners and Trustees in writing
- VI. NEW BUSINESS
  - a. Conciser Resolution 2018-14 Resolution adopting and Appropriating the 2019 Budget
  - b. Consider Resolution 2018-15 Resolution in Support of and Energy Assistance Impact Fund.
- VII. ANY OTHER BUSINESS
- VIII. ADJOURN

To City of Creede,

My Name is Dax Hahs. I have been living in Creede for over five years and have no doubt that I will live here until the day I return HOME. I am a Veteran of the U.S. Army & consider myself a true Patriot. I would like to be more involved in the affairs of Creede & Mineral County. I have a deep love for Creede, it has been apart of my life since I was born.

I would like to offer my services to the City Council for Planning & Zoning Commissioner.  
Thank you for your consideration.

Dax Hahs

719-849-8879

PO Box 375  
Creede CO 81130

**GENERAL FUND****Revenues**

		2016	2017	2018	2018	2018	2019
Revenues		ACTUAL	ACTUAL	BUDGET	CURRENT	EST	PROPOSED
General Property Tax	1410.10	82,507	87,701	93,699	89,879	91,686	95,739
Delinquent Taxes	1410.20	105	183	-	-	-	-
Delinquent Interest	1410.30	383	351	350	305	345	350
Specific Ownership Tax	1410.50	7,639	9,005	7,789	6,816	9,000	9,000
1/2 City Sales Tax	1410.61	118,438	125,853	130,000	85,131	124,351	127,000
County Sales Tax	1410.62	165,763	166,288	174,352	98,760	160,348	169,963
Franchise Tax	1410.80	29,509	32,677	32,800	26,944	34,653	35,000
Rec Program Fees	1420.11	-	2,516	11,500	10,428	12,000	12,000
Rec Donations	1420.12	-	1,535	1,000	1,818	2,818	1,500
Gym Program Fees	1420.21	-	15,360	11,500	9,196	11,000	12,000
Gym Rental & Lease	1420.22	-	991	1,200	795	1,000	1,000
Gym Donations	1420.24	-	754	750	241	300	300
Rec Miscellaneous	1420.30	-	1,101	4,200	-	-	-
Land Use Apps/Fees	1440.10	2,555	2,090	-	2,750	3,000	3,000
Events & Land Leases	1440.20	7,669	7,795	-	5,767	7,517	7,500
Liquor Licenses	1440.30	3,438	2,458	4,000	3,771	4,000	4,000
Building Permits	1440.40	4,494	9,703	5,000	10,815	10,815	7,000
Building Use Tax	1440.50	7,608	11,307	9,000	11,381	11,381	10,000
Highway User's Tax	1450.10	20,877	21,154	21,000	19,737	26,938	23,000
Motor Vehicle Sales Tax	1450.20	794	203	225	40	50	50
Cigarette Tax	1450.30	1,168	1,158	1,200	843	1,243	1,200
Motor Vehicle Fees	1450.40	3,060	2,822	3,000	1,606	2,656	2,500
Severance Tax	1450.50	6,397	5,353	-	8,347	8,347	6,000
Mineral Lease Royalty	1450.60	231	231	-	212	212	215
Road and Bridge	1450.70	4,003	4,035	4,000	3,992	3,992	4,000
Fuel Tax Refund	1450.80	323	260	300	-	-	-
Grants	1450.90	-	55,000	-	-	-	-
Court Fines	1460.00	-	-	-	-	-	-
Interest Income	1470.00	1,585	7,937	7,000	7,734	11,734	11,000
Recreation Fees	1480.10	6,818	-	-	-	-	-
Recreation Donations	1480.30	1,262	-	-	-	-	-
Miscellaneous	1490.90	25,505	20,172	25,000	2,920	3,000	3,000
Operating Revenues		502,131	595,993	548,865	410,228	542,386	546,317

**GENERAL FUND****Administrative Expenses**

		2016	2017	2018	2018	2018	2019
Administrative Expenses		ACTUAL	ACTUAL	BUDGET	CURRENT	EST	PROPOSED
Administrative Salaries	1510.10	51,002	58,057	74,609	49,887	75,278	73,450
Taxes	1510.21	4,039	4,603	5,533	3,956	5,956	5,709
Benefits	1510.23	10,542	10,494	12,586	8,461	13,723	16,632
Operating Supplies	1510.31	2,834	4,009	4,000	2,896	4,000	5,500
Postage	1510.32	284	388	500	332	500	500
Telephone	1510.33	2,517	2,431	3,000	2,193	3,044	3,050
Dues & Subscriptions	1510.34	190	1,960	2,000	2,377	2,377	2,500
Printing & Advertising	1510.35	1,281	1,483	2,000	1,614	2,000	2,000
Donations	1510.36	-	1,325	3,000	50	1,000	2,000
Building & Plant	1510.40	896	1,917	2,000	3,214	3,214	3,500
Insurance & Bonds	1510.50	6,997	6,487	6,500	7,827	7,827	8,000
Professional Services	1510.60	45,942	46,352	40,000	28,877	43,877	50,000
Travel	1510.70	883	111	2,500	2,662	2,500	5,000
Board of Trustees	1511.00	18,352	18,352	18,353	12,333	18,353	18,353
Judicial	1512.00	-	-	2,000	-	-	2,000
Elections	1513.00	1,295	-	3,000	1,119	-	1,755
Treasurers Fees	1514.00	1,660	1,755	2,500	1,804	1,900	2,000
Miscellaneous (+1519)	1519.00	8,879	7,092	12,000	5,519	10,000	10,000
Emergency Management	1520.50	10,000	-	-	-	-	-
CMAC	1510.37	-	2,000	2,000	-	-	-
Noxious Weed Control	1510.38	-	-	12,400	6,000	6,000	3,000
RRROW Appraisal	1510.39			14,000	12,740	12,740	-
Grant Match	1510.40						12,500
Safety Officer	1520.60			30,000	-	-	15,000
Administrative Expenses		167,593	168,816	254,481	153,861	214,289	242,449

<b>GENERAL FUND</b>	Public	2016	2017	2018	2018	2018	2019
Works Expenses		ACTUAL	ACTUAL	BUDGET	CURRENT	2018 EST	PROPOSED
Public Works Payroll	1530.10	52,287	74,641	78,534	54,265	81,397	83,688
Taxes	1530.21	4,155	5,949	5,264	4,329	6,493	6,676
Benefits	1530.23	15,089	15,339	17,970	14,562	21,998	23,099
Operating Expenses	1530.31	3,672	6,610	6,405	4,912	7,360	7,000
Telephone	1530.33	682	667	1,100	-	-	-
Repairs & Maintenance	1530.40	1,354	4,527	6,500	1,024	3,000	4,500
Insurance & Bonds	1530.50	6,292	5,977	4,000	7,341	7,341	7,500
Streets & Alleys	1530.70	15,034	20,869	25,000	9,659	15,179	20,000
Cat Lease	1530.71	15,510	23,264	23,300	17,448	23,268	23,268
Electricity	1530.81	14,434	14,788	16,000	9,050	13,050	13,500
Propane	1530.82	3,620	4,462	3,000	3,999	4,999	5,000
Miscellaneous	1530.90	20	588	500	7	100	1,300
Public Works Expenses		132,149	177,681	187,573	126,596	184,185	195,531

<b>GENERAL FUND</b>	Parks	2016	2017	2018	2018	2018	2019
& Recreation		ACTUAL	ACTUAL	BUDGET	CURRENT	EST	PROPOSED
Custodial Payroll	1540.10	13,694	-	25,000	15,837	23,787	24,334
Custodial Taxes	1540.21	1,077	-	2,468	989	1,485	1,519
Park Supplies	1540.50	16,525	77,208	15,000	14,733	16,000	17,000
Park Electricity	1540.51	-	-	2,500	2,125	3,025	3,000
Park Propane	1540.52	-	-	2,000	515	1,250	1,500
Recreation Other	1550.00	-	-	-	-	-	-
Recreation Payroll	1550.10	-	44,332	44,890	32,950	49,426	58,723
Recreation Taxes	1550.21	-	3,654	3,569	2,983	4,474	4,324
Recreation Benefits	1550.23	-	9,841	9,800	4,834	9,668	16,000
Recreation Expenses	1550.30	-	13,275	16,000	14,090	16,000	16,000
Recreation Payroll	1580.10	28,439	-	-	-	-	-
Recreation Taxes	1580.21	2,229	-	-	-	-	-
Recreation Benefits	1580.23	3,155	-	-	-	-	-
Recreation Supplies	1580.50	6,348	-	-	-	-	-
Gym Utilities	1550.41	15,173	12,606	16,500	4,675	10,000	11,000
Gym Repairs & Maint.	1550.42	10,435	6,920	7,000	2,442	5,000	7,000
Parks & Recreation Expenses		97,075	167,836	144,727	96,173	140,115	160,400

<b>GENERAL FUND</b>		2016	2017	2018	2018	2018	2019
Operating Income/Loss		ACTUAL	ACTUAL	BUDGET	CURRENT	EST	PROPOSED
Operating Revenues		502,131	595,993	548,865	410,228	542,386	546,317
Operating Expenses		396,817	514,333	586,781	376,630	538,589	598,380
Operating Income/Loss		105,314	81,660	(37,916)	33,598	3,797	(52,063)

Non-Operating Revenues							
Transfer In [Parks - VC]	1498.00	16,000	10,000	2,800	10,000	10,000	10,000
Transfer in [Rec - VC]	1499.00	38,000	40,000	1,000	40,000	40,000	40,000
Non-Operating Revenues		54,000	50,000	3,800	50,000	50,000	50,000

Total Revenues		556,131	645,993	552,665	460,228	592,386	596,317
Total Expenses		396,817	514,333	586,781	376,630	538,589	598,380
Net Income/Loss		159,314	131,660	(34,116)	83,598	53,797	(2,063)
Fund Balance Beginning of Year		1,067,446	1,218,266	1,343,229	1,343,229	1,343,299	1,403,436
Fund Balance End of Year		1,226,760	1,343,229	1,309,113	1,426,827	1,397,096	1,401,373

<b>WATER &amp; SEWER FUND</b>		2016	2017	2018	2018	2018	2019
Revenues		ACTUAL	ACTUAL	BUDGET	CURRENT	EST	PROPOSED
Water Lease	6405.00	-	-	-	-	-	-
Water Revenues	6410.00	190,086	192,960	198,000	132,424	198,636	203,940
Sewer Revenues	6420.00	88,523	92,634	95,000	63,230	94,845	175,485
Drainage Revenues	6440.00	6,950	8,310	8,500	5,611	8,417	8,670
Miscellaneous	6450.00	9,011	10,974	12,000	7,518	11,277	11,500
W/S Finance Charge	6460.00	2,859	2,808	2,800	1,693	2,540	2,800
Water Meters	6480.00	2,550	110	1,000	1,000	2,150	2,000
OPERATING REVENUES		299,979	307,796	317,300	211,476	317,865	404,395
Expenses							
W/S Administrative Salaries	6500.11	51,005	58,116	49,739	33,221	49,832	48,720
W/S Salaries	6500.12	52,287	54,248	32,451	21,903	32,855	34,395
Taxes	6500.21	8,200	8,914	6,534	4,369	6,554	6,860

Benefits	6500.23	25,538	25,488	21,200	10,900	16,350	18,767
Office Supplies	6500.31	853	1,108	1,500	1,238	1,857	3,200
Postage	6500.32	1,040	867	1,500	775	1,163	1,200
Telephone	6500.33	683	757	800	446	669	700
Sewer Supplies	6500.35	3,264	1,751	400	785	1,178	1,200
Water Supplies (& meters)	6500.36	9,770	9,837	8,000	7,670	11,505	10,000
Repair & Maintenance	6500.41	3,976	2,189	5,000	643	965	3,000
Sewer Testing	6500.42	14,519	13,550	16,000	7,604	11,406	12,000
Water Testing	6500.43	1,791	1,649	2,500	1,268	1,902	2,500
Insurance	6500.50	6,292	5,977	6,500	7,319	7,319	7,500
Professional Services	6500.60	12,610	6,246	35,000	53,708	80,562	120,000
Travel	6500.70	889	-	300	-	-	-
Electricity - Sewer Plant	6500.81	10,916	10,279	13,000	8,234	12,351	12,500
Propane - Water Plant	6500.85	471	676	1,500	717	1,076	1,100
Electricity - Water Plant	6500.86	33,229	32,071	36,000	30,298	45,447	
Sewer Miscellaneous	6500.91	2,690	2,195	3,000	5,678	8,517	6,000
Water Miscellaneous	6500.92	1,458	310	2,000	310	465	1,500
Miscellaneous/Contingency	6500.93	3,314	(4,263)	3,000	1,300	1,950	2,000
<b>OPERATING EXPENSES</b>		<b>244,795</b>	<b>231,965</b>	<b>245,924</b>	<b>198,386</b>	<b>293,920</b>	<b>293,142</b>

#### Operating Totals

Operating Revenues		299,979	307,796	317,300	211,476	317,865	404,395
Operating Expenses		244,795	231,965	245,924	198,386	293,920	293,142
Operating Income/Loss		55,184	75,831	71,376	13,090	23,946	111,253

#### **WATER & SEWER FUND** Non

		2016	2017	2018	2018	2018	2019
		ACTUAL	ACTUAL	BUDGET	CURRENT	EST	PROPOSED
Operating							
Capital Contributions (Tap Fees)	6430.00	19,946	25,100	20,000	19,600	22,600	20,000
Interest Income	6470.00	236	589	500	342	513	500
Transfer in from Fund Balance		-	-	39,266	39,266	39,266	-
Non-Operating Revenues		20,182	25,689	59,766	59,208	62,379	20,500

Loans Principal	6515.00	38,595	39,377	77,266	56,879	76,506	68,549
Loans Interest	6515.00	19,947	19,165	21,000	9,584	17,715	45,763
Non-Operating Expenses		58,542	58,542	98,266	66,463	94,221	114,312

Total Revenues		320,161	333,485	377,066	270,684	380,244	424,895
Total Expenses		303,337	290,507	344,190	264,849	388,141	407,454
Net Income/Loss		16,824	42,978	32,876	5,835	(7,897)	17,441
Fund Balance Beginning of Year		586,354	603,178	646,155	646,155	646,155	670,101
Fund Balance End of Year		603,178	646,155	679,031	651,990	638,259	687,542

#### **CAPITAL IMPROVEMENTS**

		2016	2017	2018	2018	2018	2019
		ACTUAL	ACTUAL	BUDGET <sup>8</sup>	CURRENT	EST	PROPOSED
Revenue							
1/2 City Sales Tax	2410.00	118,438	125,845	120,000	85,131	124,351	127,000
Interest	2470.00	1,614	3,870	3,500	2,682	4,000	4,000
Total Revenues		120,052	129,715	123,500	87,813	128,351	131,000

#### Expenses

Capital Improvements	2510.00	64,903	86,007	109,000	62,154	100,000	106,000
New Pavilion		-	-	20,000	17,832	20,000	-
Flume Repair	2501.00	-	34,763	759,000	422,703	440,000	75,000
Total Expenses		64,903	120,770	888,000	502,689	560,000	181,000

Operating Revenues		120,052	129,715	123,500	87,813	128,351	131,000
Operating Expenses		64,903	120,770	888,000	502,689	560,000	181,000
Operating Income/Loss		55,149	8,945	(764,500)	(414,876)	(431,649)	(50,000)

#### Non-Operating

Transfer in (VC)	2420.00	40,000	40,000	48,000	48,000	50,000	50,000
Transfer from Fund Balance + Grant	2497.00	-	-	459,000	459,000	459,000	
Non-Operating Revenues		40,000	40,000	507,000	507,000	509,000	50,000

Total Revenues		160,052	169,715	630,500	594,813	637,351	181,000
Total Expenses		64,903	120,770	888,000	502,689	560,000	181,000
Net Income/Loss		95,149	48,945	(257,500)	92,124	77,351	-
Fund Balance Beginning of Year		568,511	663,660	712,604	712,604	712,604	789,955

Fund Balance End of Year		663,660	712,604	455,104	804,728	789,955	789,955
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**VIRGINIA CHRISTENSEN <sup>11</sup>**

**CHECKING - Revenue/Transfer In**

		2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 CURRENT	2018 EST	2019 PROPOSED
Required Minimum Distribution	8460.00	179894	174914	75000	0	170000	170000
Interest Income	8470.00	590	984	-	832	1400	1200
Transfer In Fund Balance (non-oper)		0	0	0	0	0	106800
Checking Revenue		180484	175898	75000	832	171400	278000

**CHECKING - Expense**

Community Investments (oper)	8300.00	-	17,749	30,000	988	988	100,000
Distributions (oper)	8510.00	52,856	70,000	75,000	75,000	75,000	80,000
Transfer to CI (non-oper)	8520.00	40,000	40,000	48,000	48,000	48,000	48,000
Transfer to Rec (non-oper)	8550.00	38,000	40,000	40,000	40,000	40,000	40,000
Transfer to Parks (non-oper)	8540.00	16,000	10,000	10,000	10,000	10,000	10,000
Checking Expense		146,856	177,749	203,000	173,988	173,988	278,000

Net CHECKING Income		180,484	175,898	75,000	832	171,400	278,000
Net CHECKING Expense		146,856	177,749	203,000	173,988	173,988	278,000
Net Income (Loss)		33,628	(1,851)	(128,000)	(173,156)	(2,588)	-
ACCT Balance Beginning of Year		371,063	404,691	402,840	402,840	402,840	401,240
ACCT Balance End of Year		404,691	402,840	274,840	229,684	400,252	294,440

**VIRGINIA CHRISTENSEN**

**TRUST - Revenue**

		2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 CURRENT	2018 EST	2019 PROPOSED
Interest + Increase in Trust	8470	97933	642630	98000	-6831	0	60000
Trust Revenue		97933	642630	98000	-6831	0	60000

TRUST - Expense							
Management Fees	8350	35300	26941	0	3351	30000	30000
Trust Expense		35300	26941	0	3351	30000	30000

Net TRUST Income		97,933	642,630	98,000	(6,831)	-	60,000
Net CHECKING Expense		35,300	26,941	-	3,351	30,000	30,000
Net Income (Loss)		62,633	615,689	98,000	(10,182)	(30,000)	30,000
ACCT Balance Beginning of Year		3,727,912	3,731,631	4,133,219	4,133,219	4,133,219	4,133,219
ACCT Balance End of Year		3,731,631	4,133,219	4,408,059	4,123,037	4,103,219	4,163,219

		2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 CURRENT	2018 EST	2019 PROPOSED
<b>VIRGINIA CHRISTENSEN <sup>11</sup></b>							
<b>ALL ACCOUNTS - FOR AUDIT</b>							
<b>Revenue</b>							
INTEREST INCOME	8470.00	74,508	217,181	98,000	(5,999)	-	50,000
INCREASE (DECREASE) IN INVEST		98,523	426,433				50,000
REVENUE		173,031	643,614	98,000	(5,999)	-	100,000
<b>Expenses</b>							
DISTRIBUTIONS		52,856	87,749	105,000	75,000	75,000	180,000
TRANSFER TO OTHER FUNDS		94,000	90,000	98,000	98,000	98,000	98,000
EXPENSES		146,856	177,749	203,000	173,000	173,000	278,000
Total Revenues		173,031	643,614	98,000	(5,999)	-	100,000
Total Expenses		146,856	177,749	203,000	173,000	173,000	278,000
Net Income/Loss		26,175	465,865	(105,000)	(178,999)	(173,000)	(178,000)
Fund Balance Beginning of Year		4,139,139	4,165,314	4,631,179	4,631,179	4,631,179	4,631,179
Fund Balance End of Year		4,165,314	4,631,179	4,526,179	4,452,180	4,458,179	4,453,179

**CONSERVATION TRUST FUND**

		2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 CURRENT	2018 EST	2019 PROPOSED
<b>Revenues</b>							
Lottery Funds	3410.00	3,167	2,923	2,500	2,244	2,894	2,500
Interest	3470.00	27	9	15	3	4	4
Operating Revenues		3,194	2,932	2,515	2,247	2,898	2,504

**EXPENDITURES:**

Park	3500.40	-	10,000	-	-	-	-
Operating Expenses		-	10,000	-	-	-	-

Non-Operating

Transfer from Fund Balance		-	7,500	-	-	-	-
Non-Operating Revenues		-	7,500	-	-	-	-

Total Revenues	3,194	2,932	2,515	2,247	2,898	2,504
Total Expenses	-	10,000	-	-	-	-
Net Income/Loss	3,194	(7,068)	2,515	2,247	2,898	2,504
Fund Balance Beginning of Year	12,282	15,476	8,408	8,408	8,408	8,408
Fund Balance End of Year	15,476	8,408	10,923	10,655	11,306	10,912

# RESOLUTION No. 2018-14

## A Resolution to adopt and appropriate the 2019 Budget

A resolution summarizing revenues and expenditures for each fund and adopting a budget for the City of Creede, Colorado, for the calendar year beginning on the first day of January, 2019 and ending on the last day of December, 2019.

WHEREAS; upon due and proper notice, published or posted in accordance with the law, said adopted budget is open for inspection by the public and given the opportunity to file or register any objections to said adopted budget, and;

WHEREAS; whatever increases may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE Board of Trustees of the City of Creede, A Colorado Town that:

SECTION 1: That estimated revenues and expenditures for each fund are as follows:

	Revenue	Expense
General Fund	\$ _____	\$ _____
Capital Improvement	\$ _____	\$ _____
Virginia Christensen	\$ _____	\$ _____
Conservation Trust	\$ _____	\$ _____
Water & Sewer	\$ _____	\$ _____

SECTION 2: That the budget is submitted and herein summarized by fund, and hereby approved and adopted as the budget of the City of Creede for the year stated above.

SECTION 3: That the budget is hereby approved, adopted and appropriated and made a part of the public records of the City of Creede, A Colorado Town.

APPROVED AND ADOPTED, this 4<sup>th</sup> day of December 2018.

Attest

\_\_\_\_\_  
Mayor  
Jeffrey Larson

Date

\_\_\_\_\_  
City Clerk  
Krisen Buchanan

Date



# Resolution No. 2018-15

## A RESOLUTION IN SUPPORT OF AN ENERGY ASSISTANCE IMPACT FUND GRANT REQUEST TO THE DEPARTMENT OF LOCAL AFFAIRS IN THE AMOUNT OF \$1,000,000 (ONE MILLION) FOR THE COMPLETION OF A SEWER COLLECTION SYSTEM REPAIR AND REPLACEMENT PROJECT WITHIN THE CITY OF CREEDE

**WHEREAS**, the City's current wastewater discharge permit, CDPHE Permit # CO0040533, requires activities to reduce infiltration and inflow and to meet currently mandated dissolved cadmium and zinc limits; and

**WHEREAS**, the City's wastewater treatment discharge activities currently exceed mandated dissolved cadmium and zinc limits; and

**WHEREAS**, the City's engineer has determined that the most cost efficient means of addressing the problem would be to repair and replace collection system pipe, as necessary, and to grout, seal, and raise manholes, as necessary, to reduce collection system inflow/infiltration; and

**WHEREAS**, the City's engineer has determined that the proposed repair and replacement project will cost approximately \$2,400,000:

### NOW THEREFORE, BE IT HEREBY RESOLVED BY THE BOARD OF TRUSTEES OF THE CITY OF CREEDE, A COLORADO TOWN, THAT:

**SECTION 1:** The Board of Trustees of the City of Creede is in full support of an Energy Assistance Impact Fund grant request to the Department of Local Affairs in the amount of \$1,000,000 for the point repair and replacement of the City's sewer collection system; and

**SECTION 2:** The Board of Trustees of the City of Creede is committed to providing an approximate \$1,400,000 local match to complete the project in the form of a long term loan from the State Revolving Loan Fund.

**APPROVED AND ADOPTED** by the Board of Trustees this \_\_\_\_<sup>th</sup> day of December 2018.

**CITY OF CREEDE:**

**ATTEST:**

\_\_\_\_\_  
Mayor Date  
Jeffrey Larson

\_\_\_\_\_  
Attest; City Clerk Date  
Krisen Buchanan