

MINUTES
King City Council
Regular Session
September 8, 2020

The King City Council met in regular session at Recreation Acres, 107 White Road, on Tuesday, September 8, 2020, at 7:00 p.m. Present at City Hall were: Councilman Charles Allen, Councilman Wesley Carter, Councilwoman Terri Fowler, Mayor Pro Tempore Rick McCraw, Mayor Jack Warren, City Manager Homer Dearmin, City Clerk Nicole Branshaw, City Engineer Scott Barrow, Director of Finance and Personnel Susan O'Brien, Planning Director Todd Cox, Fire Chief Steven Roberson, Senior Center Director Paula Hall, Parks/Recreation Director Olivia Smith, Water Plant Superintendent Ben Marion, Police Chief Jordan Boyette, Superintendent of Public Utilities Robert Pettitt, Supervisor of Public Works Ricky Lewis, Maintenance/Streets Worker Clayton Fulk, Police Captain Ian Tedder, Police Lieutenant K. Gallimore, Police Officer J. Tuttle, Police Lieutenant B. Haynes, Collections/Customer Service Supervisor Debbie Burnette and Chaplain Paul Norman.

Mayor Warren called the meeting to order and led the *Pledge of Allegiance*.

Chaplain Paul Norman offered an invocation.

ANNOUNCEMENTS

- City Hall Closed: Monday, September 7, 2020, in observance of Labor Day Holiday
- Parks & Recreation Advisory Board, Regular Meeting: Thursday, September 10, 2020, 7:00 p.m., Held Virtually via Zoom
- King Planning Board, Regular Meeting: September 28, 2020, 7 p.m., City Hall, Virtual for public
- NC Cooperative Extension Farm to Families Farmers Market: Saturdays 10 a.m.-2 p.m., Parking lot across from City Hall.
- King Fest has been canceled for 2020
- Stokes County Agricultural Fair has been canceled for 2020
- Stokes Stomp Canceled
- King Fest Canceled

ADJUSTMENTS TO AGENDA

Councilwoman Fowler requested that General Statute 143.318.11 (A) (6), for the purpose of discussion of personnel be added to the current Executive Session request just in case it is needed while they are in the Executive Session. City Manager Dearmin requested that we add a Brown Road update after agenda item number 18. The Council or staff requests no other agenda adjustments.

PUBLIC COMMENT

Mayor Warren opened the floor to receive public comment.

- Ms. Brenda Morgan, at 414 Felts Dr. King, NC, addressed the Mayor and Council concerning speed limit signage on Felts Dr.
- Mrs. Virginia Southern at 203 Faye Ct., King, NC 27021, addressed the Mayor and Council concerning the street light issue in Country Place.

Being no one else gave written or verbal requests wishing to speak, Mayor Warren closed the meeting's public comment portion.

CONSENT AGENDA

Mayor Pro Tempore McCraw moved to approve the consent agenda as presented. Councilwoman Fowler seconded the motion, which carried by a unanimous vote of 4-0. Items approved were:

- A. **APPROVAL OF MINUTES:** August 3, 2020, Regular Meeting
- B. **SET PUBLIC HEARING DATE FOR SPEED LIMIT AND SIGNS ON FELTS DR FOR OCTOBER 5, 2020**

RECOGNITION OF EMPLOYEE OF THE QUARTER

Mayor Warren recognized Streets Maintenance Worker Clayton Fulk as the City's Employee of the Quarter for the third quarter of 2020.

INTRODUCTION OF NEW EMPLOYEE

Police Officer Jacob Tuttle was introduced to the Mayor and Council.

PRESENTATION OF PROCLAMATION

Mayor Warren presented a proclamation to the Daughters of the American Revolution, James Hunter Chapter, in recognition of Constitution Week.

PRESENTATION OF ACHIEVEMENTS

City Manager Dearmin presented Susan O'Brien with a Certificate of Achievement for Excellence in Financial Reporting (CAFR) and an Award for Outstanding Achievement in Popular Annual Financial Reporting (PAFR). The Government Finance Officers Association (GFOA) of the United States and Canada recognizes units of government whose annual financial reports are judged to adhere to program standards and represent the highest governmental financial reporting awards.

PUBLIC HEARING ON FINANCING OF STREETS RESURFACING AND FOUNTAIN REPAIRS

Presented by Susan O'Brien, Director of Finance and Personnel

A resolution was presented to approve a financing agreement for the General Fund FY 2020-2021 for streets resurfacing and fountain repairs approved with the Budget Ordinance. As approved with the Budget Ordinance for 2020-2021, four city streets will be resurfaced, and repairs will be made to the Veterans' Memorial Fountain.

Savings of \$8,370 from budgeted will be included as an offset in a future budget amendment. The staff recommendation is to award financing to Truist Bank and approve resolutions 2020-09 and 2020-10.

**CITY OF KING
RESOLUTION 2020-09**

A Resolution Approving Financing Terms for Streets Resurfacing and Fountain Repairs

WHEREAS, the City of King "City" has previously determined to undertake a project Streets Resurfacing and Fountain Repairs, "the Project" and the Finance Officer has now presented a proposal for the financing of such Project.

BE IT THEREFORE RESOLVED AS FOLLOWS:

1. The City hereby determines to finance the Project through Truist Bank ("Lender"), in accordance with the proposal dated August 27, 2020. The amount financed shall not exceed \$216,885.00, the annual interest rate (in the absence of default of change in tax status) shall not exceed 1.70%, and the financing term shall not exceed five years (5) years from closing.
2. All financing contracts and all related documents for the closing of the financing "the Financing Documents" shall be consistent with the foregoing terms. All officers and employees of the City ("Borrower") are hereby authorized and directed to execute and deliver any Financing Documents, and to take all such further action as they may consider necessary or desirable, to carry out the financing of the Project as contemplated by the proposal and this resolution.
3. The Finance Officer is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to such officer's satisfaction. The Finance Officer is authorized to approve changes to any Financing Documents previously signed by Borrower officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the forms executed by such officers. The Financing Documents shall be in such final forms as the Finance Officer shall approve, with the Finance Officer's release of any Financing Document for delivery constituting conclusive evidence of such officer's final approval of the Document's final form.
4. The Borrower shall not take or omit to take any action the taking or omission of which shall cause its interest payments on this financing to be includable in the gross income for federal income tax purposes of the registered owners of the interest payment obligations. The Borrower hereby designates its obligations to make principal and interest payments under the Financing Documents as "qualified tax-exempt obligations" for the purpose of Internal Revenue Code Section 265(b)(3).
5. The Borrower intends that the adoption of this resolution will be a declaration of the Borrower's official intent to reimburse expenditures for the project that is to be financed from the proceeds of the Lender financing described above. The Borrower intends that funds that have been advanced, or that may be advanced, from the Borrower's general fund, or any other Borrower fund related to the project, for project costs may be reimbursed from the financing proceeds.
6. All prior actions of Borrower officers in furtherance of the purposes of this resolution are hereby ratified, approved and confirmed. All other resolutions (or parts thereof) in conflict with this resolution are hereby repealed, to the extent of the conflict. This resolution shall take effect immediately.

IN WITNESS WHEREOF, this resolution was adopted this the 8th day of September 2020.

(SEAL)

ATTEST:

CITY OF KING

Nicole Branshaw, City Clerk

Jack Warren, Mayor

**CITY OF KING
RESOLUTION 2020-10**

**A Resolution Approving the Filing of an Application for Approval of a Financing Agreement Authorized
by North Carolina General Statute 160A-20.**

WHEREAS, the City of King desires to resurface a portion of four (4) city streets and make repairs to the Veterans' Memorial Fountain (the Project); and

WHEREAS, the City of King desires to finance the Project by use of an installment contract authorized under North Carolina General Statute 160A, Article 3, Section 20; and

WHEREAS, findings of fact by this governing body must be presented to enable the North Carolina Local Government Commission to make its findings of fact set forth in North Carolina General Statute 159, Article 8, Section 151 prior to approval of the proposed contract:

NOW, THEREFORE, BE IT THEREFORE RESOLVED that the City Council of King, North Carolina, meeting in regular session on the eighth day of September 2020, make the following findings of fact:

1. The proposed contract is necessary or expedient because the installment funding will provide the means resurface failing streets and repair an out-of-service fountain that is the centerpiece of the Veterans Memorial at Central Park.
2. The proposed contract is preferable to a bond issue for the same purpose because the cost to issue general obligation bonds would be greater and the amount of the proposed contract is too small to be considered for general obligation bonds.
3. The sums to fall due under the contract are adequate and not excessive for the proposed purpose.
4. The City of King's debt management procedures and policies are carried out in accordance with North Carolina law. Examination of the audit reports for the past three (3) fiscal years of the City of King reflect that the City's debt management policies are in compliance with regulations and sound fiscal policies.
5. It is not anticipated that any increase in taxes will be needed to fund the debt service requirements.
6. The City of King, North Carolina is not in default in any of its debt service obligations.
7. The attorney for the City of King has rendered an opinion that the proposed Project is authorized by law and is a purpose for which public funds may be expended pursuant to the Constitution and laws of North Carolina.

NOW, THEREFORE BE IT FURTHER RESOLVED, that the City Manager and/or Director of Finance and Personnel are hereby authorized to act on behalf of the City of King in filing an application with the North Carolina Local Government Commission for approval of the Project and the proposed financing contract and other actions not inconsistent with this resolution.

This resolution is effective upon its adoption this 8th day of September 2020.

MOTION

Councilwoman Fowler made a motion to approve and award financing to Truist Bank as recommended and approve Resolutions 2020-09 and Resolutions 2020-10. Mayor Pro Tempore McCraw seconded the motion, which carried by a unanimous vote of 4-0.

PUBLIC HEARING ORDINANCE 2020-04 FOR ANNEXATION AGREEMENT RENEWAL WITH RURAL HALL

Presented by Homer Dearmin, City Manager

City Manager Dearmin asked the Mayor and Council to consider a renewal of the annexation agreement with the Town of Rural Hall. Since 2000, the City of King has been a party in an agreement with Tobaccoville and Rural Hall regarding the annexation of properties contiguous to or near our three jurisdictions' mutual borders. That agreement expired in June of 2020, and Rural Hall recently reached out with their interest in renewal. The agreement would only apply to voluntary annexations due to changes in the State's annexation laws since the original agreement was adopted.

The annexation agreement with the Village of Tobaccoville is expired, and there are no longer any properties that would be subject to such an agreement.

**AN ORDINANCE APPROVING A
CITY OF KING/TOWN OF RURAL HALL
ANNEXATION AGREEMENT**

WHEREAS, in order to enhance orderly planning by municipalities and the residents and property owners in areas adjacent to such municipalities, Chapter 160A, Article 4A, Part 6 of the North Carolina General Statutes authorizes municipalities to enter into binding agreements to annexation by one or more of the participating municipalities; and

WHEREAS, all of the prerequisites to adoption of this ordinance as prescribed in Chapter 160A, Article 4A, Part 6 of the North Carolina General Statutes have been met; and

WHEREAS, the Councils of the City of King and the Town of Rural Hall in compliance with the aforementioned General Statutes held public hearings on the matter of said municipalities entering into an agreement concerning annexation; and

WHEREAS, the City Council of the City of King has taken into consideration information and public input presented at a duly advertised public hearing; and

WHEREAS, the City Council of the City of King finds it to be in the best interest of the City to enter into the proposed Annexation Agreement attached to this ordinance;

NOW THEREFORE BE IT ORDAINED by the King City Council that:

Section 1. The proposed Annexation Agreement between the City of King and the Town of Rural Hall is hereby approved and ratified, and the Mayor is directed to execute same.

Section 2. The Annexation Agreement is attached to this ordinance and is incorporated herein; and, this ordinance and the executed Annexation Agreement shall be attached to the minutes of this meeting.

Section 3. This approving ordinance is effective upon adoption.

ADOPTED this 8th day of September 2020.

Jack Warren, Mayor

ATTEST:

Nicole Branshaw, City Clerk

**TOWN OF RURAL HALL/CITY OF KING
ANNEXATION AGREEMENT**

WHEREAS, the Town of Rural Hall and the City of King, (the "participating governmental units"), duly incorporated municipalities under the laws of the State of North Carolina, each desires to enhance the orderly planning of their respective municipalities, desires to eliminate uncertainty among residents and property owners in unincorporated areas adjacent to them, and desires to improve planning by public and private interests in such areas; and

WHEREAS, Chapter 143 of the 1989 Session Laws of the North Carolina General Assembly (hereinafter referred to as the "Act") authorizes municipalities to enter into binding agreements concerning future annexation in order to enhance orderly planning by such municipalities as well as residents and property owners in areas adjacent thereto.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein; and further in accordance with the authority granted each of the parties under North Carolina General Statutes Chapter 160A, Article 4A, Part 6, the participating governmental units agree as follows:

1. This Annexation Agreement ("Agreement") is executed pursuant to the authority of the Act, codified as Article 4A, Part 6 of the General Statutes Chapter 160A.
2. This Agreement shall terminate twenty (20) years after its effective date unless earlier terminated in accordance with the provisions of Paragraph 7 herein.
3.
 - A. The Town of Rural Hall shall not annex the areas to the west of the described agreement line as described in the attached Exhibit A and further shown on the attached map Exhibit B labeled "King — Rural Hall Annexation Agreement" both of which are incorporated herein and made a part of this Agreement as if fully set out herein;
 - B. The City of King shall not annex the areas to the east of the described agreement line as described in the attached Exhibit A and further shown on the attached map Exhibit B labeled "King — Rural Hall Annexation Agreement" both of which are incorporated herein and made a part of this Agreement as if fully set out herein.
4. The effective date of this Annexation Agreement is _____, 2020, this Agreement having been entered into after Public Hearings held by the governing Councils of the participating governmental units, and passage of an ordinance approving the Agreement by each of the participating governmental units.
5. Should, during the term of this Agreement, either participating governmental unit propose any annexation of areas subject to this Agreement, then in such event(s), said participating governmental unit shall give written notice to the other participating governmental unit at least sixty (60) days prior to the adoption of the annexation ordinance.

Such notice shall describe the area to be annexed by a legible map, clearly and accurately showing the boundaries of the area to be annexed in relation to the areas described in this Agreement, and further, in relation to roads, streams, and any other prominent geographical features. Such notice shall not be effective for more than 180 days. This time period may be waived by the notified city in writing.

6. This Agreement may be modified or terminated by subsequent written agreement(s) entered into by the participating governmental units; however, any subsequent agreement(s) shall be approved by Ordinance only after public hearings as provided in N.C.G.S. 160A-31(c).

7. This Agreement may be terminated unilaterally by either participating governmental unit, or either participating governmental unit may withdraw from this Agreement, by repealing the Ordinance which approved this Agreement and providing not less than five years' written notice to the other participating governmental unit. Upon the expiration of the five-year period, this Agreement shall terminate.

8. From and after the effective date of this Agreement, neither participating governmental unit shall adopt an annexation ordinance as to all or, any portion of an area in violation of the Act or this Agreement.

9. Nothing in the Act nor this Agreement shall be construed to authorize the annexation of any area which is not otherwise subject to annexation under applicable law by either of the participating governmental units.

10. Nothing in the Act nor this Agreement shall be construed to prevent the annexation of any area which is not subject to this Agreement by either of the participating governmental units.

11. Either participating governmental unit which shall believe that a violation of the Act or this Agreement has occurred, shall have available to it all remedies and relief authorized by the Act in addition to such remedies or relief as are authorized by other applicable law.

12. All notices, requests, and other communications hereunder shall be deemed to have been given when deposited in the United States mail in a sealed envelope, postage prepaid, certified mail, and addressed as follows:

Town of Rural Hall
Town Manager
Town of Rural Hall
423 Bethania Street
P.O. Box 549
Rural Hall, NC 27045-0549

City of King
City Manager
City of King
229 South Main Street
P.O. Box 1132
King, NC 27021-1132

13. This writing contains the entire agreement between the participating governmental units, and there is merged herein all prior and collateral representations, promises, and conditions in connection with the Agreement.

IN WITNESS WHEREOF, the Mayors of the Town of Rural Hall and the City of King, the participating governmental units, by and under the authority granted by their respective municipalities in Ordinances Approving this Agreement, have hereunder executed this Agreement, in duplicate, to become effective as provided in paragraph 4 above.

This 14th day of September 2020.

Town of Rural Hall

(SEAL)

Timothy M. Flinchum, Mayor

ATTEST:

Dora K. Moore, Town Clerk

APPROVED AS TO FORM AND LEGALITY THIS 14th DAY OF SEPTEMBER 2020.

D. Barrett Burge, Town Attorney

City of King

Jack Warren, Mayor

(SEAL)

ATTEST:

Nicole Branshaw, City Clerk

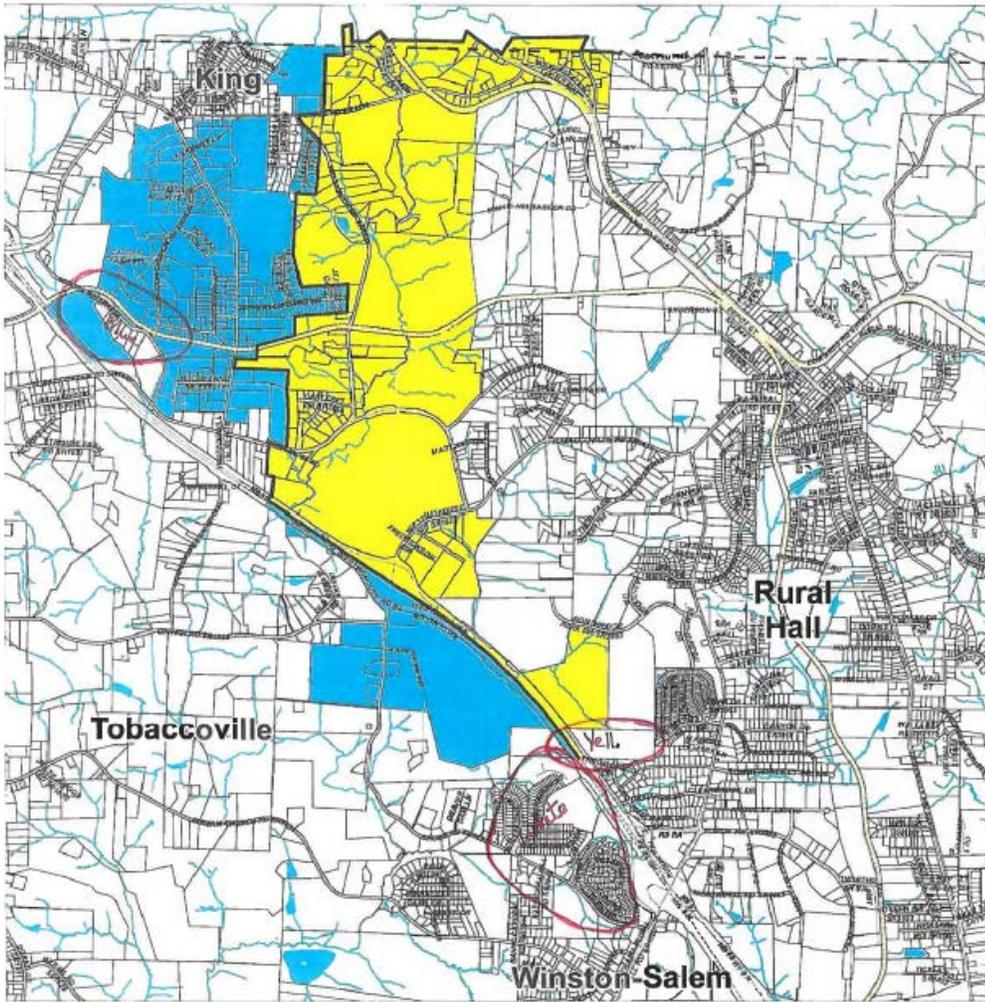
APPROVED AS TO FORM AND LEGALITY THIS ____ DAY OF _____,
20__.

_____, City Attorney

EXHIBIT A:
Annexation Agreement Boundary between the
City of King and the Town of Rural Hall

King may not annex south and east and Rural Hall may not annex north and west of the line defined as:

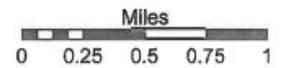
BEGINNING at a point, said point being the northeast corner of Block 4959, Lot 31C; thence west approximately 661 feet along the north lines of Block 4959, Lots 31C, 32A, and 32B to the northwest corner of said Lot 32B; thence north approximately 350 feet along the west line of Block 4959, Lot 33 crossing Forsyth Line Road to a point, said point being the northeast corner of Block 4960, Lot 9A, extended to and being in the east right-of-way line of N.C. Highway 66; thence west crossing N.C. Highway 66 and along the north line of said Lot 9A approximately 1635 feet to the northwest corner of said Lot 9A; thence southwest along the west line of said Lot 9A approximately 400 feet to the southwest corner of said Lot 9A; thence northeast along the south line of Block 4960, Lot 9B approximately 100 feet to the southwest corner of said Lot 9B; thence west approximately 180 feet, crossing Old U.S. Highway 52 to a point, said point lying in the western right-of-way line of Old U.S. Highway 52, the east line of Block 4960, Lot 52, and in the Forsyth/Stokes County line; thence northwest approximately 670 feet along the northeast lines of Block 4960, Lots 52, 51, 13B, and 12B to the north corner of said Lot 12B; thence southwest along the west line of said Lot 12B approximately 180 feet to the northeast corner of Block 4960, Lot 12A; thence west along the north line of said Lot 12A approximately 1150 feet to the northwest corner of said Lot 12A; thence south along the west line of said Lot 12A approximately 30 feet to the northeast corner of Block 4971, Lot 1P; thence west approximately 340 feet to a point at the northwest corner of said Lot 1P and in the east right-of-way line of Priddy Farm Road; thence south approximately 180 feet along the east right-of-way line of Priddy Farm Road along the west line of Block 4971, Lot 1J and crossing the Norfolk Southern Railway to the north corner of Block 4971, Lot 202; thence northwest crossing Priddy Farm Road and then along the northeast line of Block 4971, Lot 1Y approximately 340 feet to the north corner of said Lot 1Y; thence southwest along the northwest line of said Lot 1Y approximately 330 feet to the west corner of said Lot 1Y; thence west approximately 320 feet, along the north line of Lots 212 and 220D, of Block 4971 to a point, said point being in the east line of Block 4971, Lot 1C and the northwest corner of Block 4971, Lot 220D ; thence north along the east line of Block 4971, Lot 1C approximately 350 feet to the northeast corner of said Lot 1C; thence southwest along the north line of said Lot 1C approximately 200 feet to the northwest corner of said Lot 1C: thence along the west line of said Lot 1C the next 3 calls: south approximately 590 feet to a point; west approximately 360 feet to a point, and thence south 466 feet to the southwest corner of said Lot 1C; thence south along the west line of Block 4971, Lots 2J, 2C, 2A, and 2K approximately 790 feet to the southwest corner of said Lot 2K; thence south crossing Tuttle Road approximately 60 feet to the northeast corner of Block 4971, Lot 8C; thence west along the north lines of



Rural Hall Annexation Agreement Areas

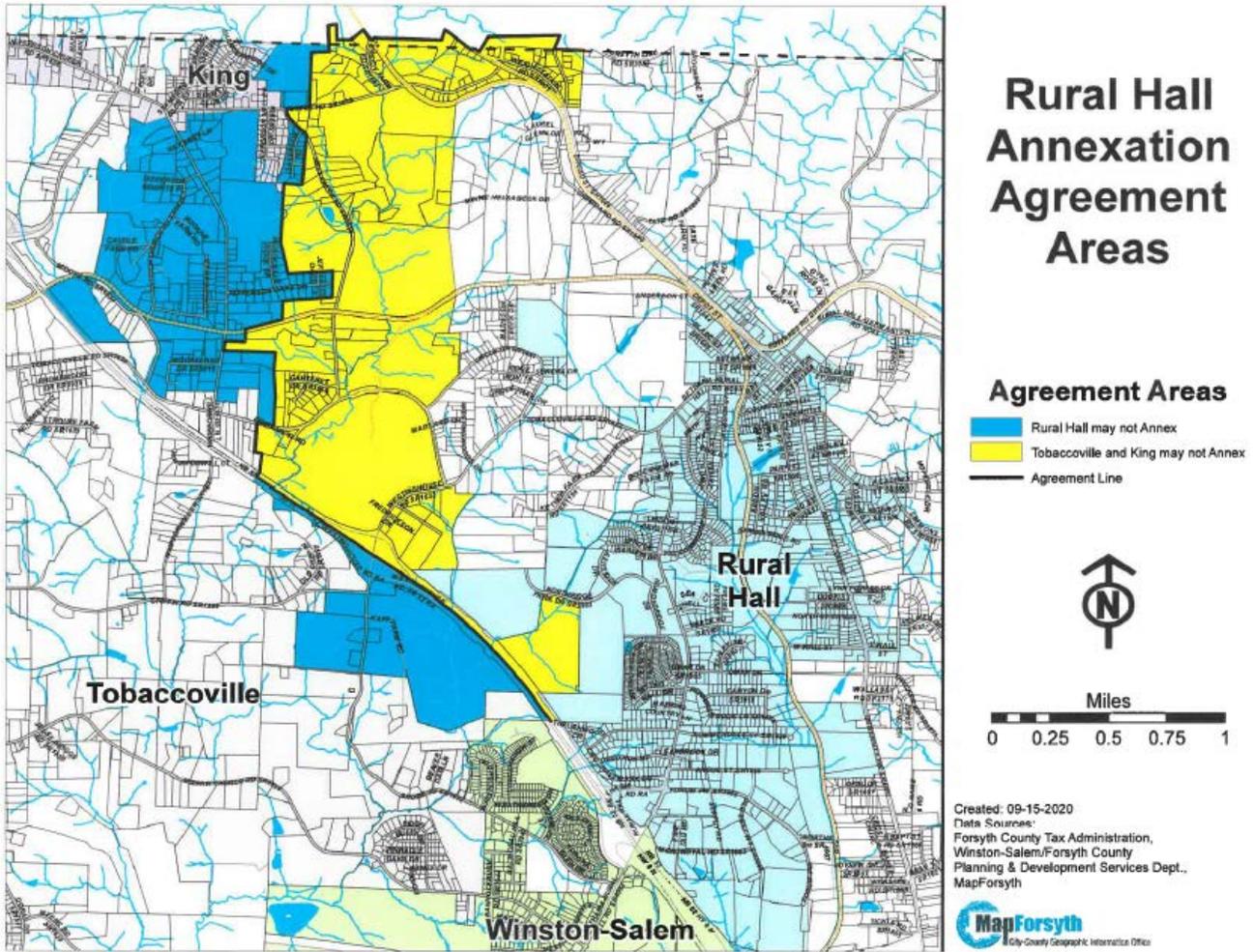
Agreement Areas

- Rural Hall may not Annex
- Tobacoville and King may not Annex
- Agreement Line



Created: 09-15-2020
 Data Sources:
 Forsyth County Tax Administration,
 Winston-Salem/Forsyth County
 Planning & Development Services Dept.,
 MapForsyth





MOTION

Mayor Pro Tempore McCraw made a motion to approve the renewal of Ordinance 2020-04 for Annexation Agreement Renewal with the Town of Rural Hall. Councilman Allen seconded the motion, which carried by a unanimous vote of 4-0.

Paul Norman left the meeting.

ADDITION TO CITY OF KING CODE OF ORDINANCES SECTION 18-7

Presented by Susan O'Brien, Director of Finance and Personnel

City Council requested an ordinance that will address the preservation of historical monuments and buildings. This ordinance addresses the preservation of historical monuments and buildings in the downtown area designated as the historic district (Dalton Road, Main Street, School Street, and Railroad Right of Way). This section was entered in the National Register of Historic Places in 2002.

CITY OF KING
Chapter 18, Section 18-7
PROTECTION OF HISTORICAL BUILDINGS AND MONUMENTS IN THE CITY OF
KING

Section 1. Name

This ordinance shall be known and may be cited as “The City of King Historical Buildings and Monuments Protection Ordinance”.

Section 2. Definition of Historical Building or Monument

“Historical Building or Monument” shall mean a building, monument, memorial, plaque, statue, marker or display of a permanent character that commemorates an event, a person, or military service that is part of the City of King and/or Stokes County and/or Forsyth County and/or North Carolina history and which is located on property owned by the City of King or located on public property. The definition also includes buildings and homes in the designated historic district along Dalton Road, Main Street, School Street and Railroad Right of Way.

Section 3. Jurisdiction

This ordinance shall apply to all of the City of King including the extra-territorial jurisdiction.

Section 4. Factual Findings

The City of King City Council, based on its own research and information and views expressed by the residents of the City of King, makes the following findings of fact with respect to historical buildings and monuments in the City of King:

1. The City of King is endowed with historical buildings and monuments which represent the historical, architectural and cultural heritage of the City of King, Stokes County, Forsyth County and the State of North Carolina; and
2. The City of King heritage, represented by such historical buildings and monuments, can best be identified, studied, preserved and protected for the general welfare of citizens of the City of King and Stokes and Forsyth Counties by authorizing and empowering action for this purpose by the City of King City Council; and
3. The preservation of this heritage is essential to the promotion of the prosperity, education and general welfare of the citizens of the City of King;
4. The City of King City Council finds that it is in the public interest of the City of King to preserve and protect such heritage for the education and general welfare of the citizens of the City of King.

Section 5. Legal Authority

This ordinance is enacted pursuant to North Carolina General Statute 160A-174 which enables a municipality by ordinance to define, regulate, prohibit, or abate acts, omissions, or conditions detrimental to the health, safety, or welfare of its citizens and the peace and dignity of the county.

MOTION

Mayor Pro Tempore McCraw made a motion to approve the addition to the City of King Code of Ordinances section 18-7. Councilman Carter seconded the motion, which carried by a unanimous vote of 4-0.

REQUEST BY FIRE DEPARTMENT TO PURCHASE AN AERIAL TRUCK

Presented by Steven Roberson, Fire Chief

As part of the 2019/2020, budget process the Fire Department sought permission from City Council to establish an aerial truck committee. This request was approved by consensus at the May 7, 2019 budget workshop by City Council, and a committee was formed to begin research of new and used aerial trucks that would meet the current and future needs of our community.

Research completed for refurbishing the department's current truck found that it is financially irresponsible and unattainable to refurbish this truck based on the age and components of what we have to work with. The cost would outweigh the benefit of refurbishing a 28-year-old aerial truck that does not meet our current needs.

The committee conducted research of our district, evaluated current and future purposes of a new truck met with multiple truck vendors, and traveled to several fire departments to meet with personnel to evaluate their aerial truck and gain insight on what they have learned, both positive and negative with their aerial truck.

The committee received two quotes based on the specifications that were given to the manufacturer.

- Atlantic Emergency Solutions: \$1,396,888 (Prepayment discount \$1,339,162)
- Stevens Fire Equipment: \$1,302,466.05
- Equipment: \$75,000.00

The committee continuously evaluated the market for used aerial apparatus. Recently the Sutphen Corporation made available a factory reconditioned 2003 110' Magnum Aerial Platform. The truck was originally purchased new for a fire department in Durham County, North Carolina, who has since dissolved. The Sutphen Corporation has completed a factory recondition of the truck. The truck has a current pump test as well as aerial certification.

Along with this, Sutphen has made several upgrades to this truck. The base price for the truck is \$325,000.00. Additional safety upgrades and equipment are estimated at \$125,000 for a total cost of \$450,000.□

Chief Roberson stated that our truck committee had thoroughly investigated the truck. We have determined it to be a reliable option that meets our immediate and early future needs. The committee feels this truck is a cost-effective solution that will serve the department and the community for the next 10-15 years. Chief Roberson reiterated it would not provide the long-term solution that a new aerial truck would. Still, this used option would give the Fire Department and community with a serviceable and cost-effective aerial truck replacement.□

Chief Roberson and the truck committee recommend to the Council to purchase the refurbished Sutphen 110' Magnum Ladder truck for the amount of \$450,000, which includes the apparatus, safety upgrades, and equipment.

MOTION

Mayor Pro Tempore McCraw made a motion to approve the request by the Fire Department to purchase the refurbished Sutphen 110' Magnum Ladder truck for the amount of \$450,000, which includes the apparatus, safety upgrades, and equipment. Councilman Carter seconded the motion, which carried by a unanimous vote of 4-0.

PAYROLL TAX HOLIDAY EXECUTIVE ORDER

Presented by Susan O'Brien, Director of Finance and Personnel

On August 8, 2020, President Trump signed an Executive Order for a "payroll tax holiday." In short, the order allows employers to defer withholding and deposit of the employee's 6.2% portion of FICA tax. On August 28, 2020, the IRS issued notice 2020-65 in response to the EO. Neither the President, nor the Secretary of the Treasury, has the authority to eliminate these taxes permanently; only Congress has the authority to make these changes permanent. With the elections in less than two months and a new Congress being seated in January, it appears unlikely that Congress will act to make this a waiver or a permanent change.

The program is voluntary; the decision rests with the employer. There is no requirement to opt-in and no penalty for opting out. This would be a "deferral" of tax liability and not a waiver. Amounts not withheld from employees' pay for September 1, 2020, through December 31, 2020, would have to be repaid between January 1, 2021, and April 30, 2021, with interest and penalties accruing for any amounts left unpaid by May 1, 2021. To repay the taxes deferred, the most likely option would be an approximate double deduction of 12.4% from employees' pay from January 1-April 30 in 2021.

It is our recommendation to opt-out.

Part III - Administrative, Procedural, and Miscellaneous

Relief with Respect to Employment Tax Deadlines Applicable to Employers Affected by the Ongoing Coronavirus (COVID-19) Disease 2019 Pandemic

Notice 2020-65

On August 8, 2020, the President of the United States issued a Presidential Memorandum directing the Secretary of the Treasury (Secretary) to use his authority pursuant to section 7508A of the Internal Revenue Code (Code) to defer the withholding, deposit, and payment of certain payroll tax obligations.¹ Accordingly, the Secretary has determined that employers that are required to withhold and pay the employee share of social security tax under section 3102(a) or the railroad retirement tax equivalent under section 3202(a) are affected by the COVID-19 emergency for purposes of the relief described in the Presidential Memorandum and this notice (Affected Taxpayers). For Affected Taxpayers, the due date for the withholding and payment² of the tax imposed by section 3101(a), and so much of the tax imposed by

¹ The Presidential Memorandum is available at <https://www.federalregister.gov/d/2020-17899>.

² The deposit obligation for employee social security tax does not arise until the tax is withheld. Accordingly, by postponing the time for withholding the employee social security tax, the deposit obligation is delayed by operation of the regulations. Thus, this notice does not separately postpone the deposit obligation.

section 3201 as is attributable to the rate in effect under section 3101(a), on Applicable Wages, as defined herein, (collectively Applicable Taxes) is postponed until the period beginning on January 1, 2021, and ending on April 30, 2021.

Applicable Wages

For purposes of this notice, Applicable Wages means wages as defined in section 3121(a) or compensation as defined in section 3231(e)³ paid to an employee on a pay date during the period beginning on September 1, 2020, and ending on December 31, 2020, but only if the amount of such wages or compensation paid for a bi-weekly pay period is less than the threshold amount of \$4,000, or the equivalent threshold amount with respect to other pay periods. The determination of Applicable Wages is made on a pay period-by-pay period basis. If the amount of wages or compensation payable to an employee for a pay period is less than the corresponding pay period threshold amount, then that amount is considered Applicable Wages for the pay period, and the relief provided in this notice applies to those wages or that compensation paid to that employee for that pay period, irrespective of the amount of wages or compensation paid to the employee for other pay periods.

Payment of Deferred Applicable Taxes

An Affected Taxpayer must withhold and pay the total Applicable Taxes that the Affected Taxpayer deferred under this notice ratably from wages and compensation

³ Because Applicable Wages are defined as wages as defined in section 3121(a) and compensation as defined in section 3231(e), any amounts excluded from wages or compensation under these sections are not included when determining Applicable Wages.

Coates' Canons Blog: IRS Issues Guidance on the Employee Social Security Tax Deferral

By Diane Juffras

Article: <https://canons.sog.unc.edu/irs-issues-guidance-on-the-employee-social-security-tax-deferral/>

This entry was posted on August 31, 2020 and is filed under Accounting, Reporting, Auditing, Compensation & Benefits, Employment, Featured Posts Related To COVID-19, Finance & Tax, General Local Government (Miscellaneous)

On August 8, 2020, President Trump issued an Executive Order as part of an effort to put more spending money in consumers' pockets and stimulate the economy. The Order authorized employers to defer the withholding and deposit of the employee portion of the social security tax. To be technical about it, the President directed the Secretary of the Treasury to authorize the deferral, as only the Secretary has the authority to do so under the Internal Revenue Code. For most of August, employers were left wondering about some basic questions. Would the deferral be voluntary or required? When, if ever, would the money have to be recouped and deposited with the IRS? Secretary Mnuchin made a few comments in television interviews, but most employers wanted something a little more substantial in the way of guidance. On Friday, August 28, 2020, the IRS issued Notice 2020-65, which answered basic questions about how the deferral will work.

Background

The Internal Revenue Code requires both employers and employees to pay social security and Medicare taxes (FICA taxes) on the wages of employees. The social security portion of these payroll taxes is referred to by the acronym OASDI (26 U.S.C. § 3111(a) refers to this as Old Age, Survivors and Disability Insurance). The Medicare portion is called "hospital insurance" in the relevant portions of the Internal Revenue Code (see, for example, here).

The Internal Revenue Code requires employers to withhold the employee portion of social security and Medicare taxes from the employee's paycheck. For the social security tax, the amount to be withheld is 6.2% of wages and for the Medicare tax it is 1.45%. Employers pay FICA taxes in an amount identical to what they withhold from the employee's paycheck.

The President's August 8th Executive Order and the IRS Guidance on Its Implementation

The Order directed the Secretary of the Treasury to authorize employers *to defer* the withholding and deposit of *the employee portion of the social security tax*. The Order does *not* affect the employer social security tax contribution and it does not affect either the employer or the employee contribution to Medicare.

Notice 2020-65 is brief – only three pages long – and likely does not answer all of the questions employers may have about the payroll tax deferral. Here is what it says:

- **The program is voluntary.** Employers may voluntarily elect to defer the employee portion of the social security tax (6.2% of wages) for wages paid between September 1, 2020 and December 31, 2020. There is no requirement that employers do so and there is no penalty if employers choose not to do so. There is no requirement that employers give employees a choice about whether to defer the social security tax. The employer chooses.
- **The deferral applies only to employees making less than \$4,000 on a bi-weekly pay period.** That is the equivalent of \$104,000 on an annualized basis, \$2,000 on a weekly basis, and \$8,666.67 on a monthly basis. The determination of whether an employee's wages are less the \$4,000 bi-weekly threshold must be made each pay period. An employee whose wages are on the cusp of the \$4,000 threshold and who earns overtime or other extra compensation in some weeks may qualify for the deferral in some pay periods but not in others.

These amounts are gross income, of course, before any taxes are deducted. Exempt from the calculation are any amounts excluded from the definition of wages by the Internal Revenue Code at 26 U.S.C. 3121(a). I understand the amounts excluded to include employee contributions to health insurance premiums, deductions made pursuant to a Section 125 cafeteria plan, and retirement contributions (in other words, deductions made pre-tax), but I am

MOTION

Mayor Pro Tempore McCraw made a motion to approve opting out of the Payroll Tax Holiday Executive Order. Councilman Allen seconded the motion, which carried by a unanimous vote of 4-0.

RESOLUTION 2020-11 SUPPORTING ESSENTIAL CAREGIVER PLANS IN NC

Presented by Paula Hall, Director of Senior Center

COVID-19 restrictions at hospitals and long-term care facilities have prevented family and important others from person-to-person contact with their loved ones. Although the purpose of these restrictions is to mitigate and prevent the spread of COVID-19, the unintended consequence has often been a rapid decline in the physical and emotional well-being, especially affecting those with cognitive impairments. Essential caregiver plans would allow facilities to designate one family member or loved one to have daily personal in-room contact with seniors while adhering to the same safety protocols as staff.

Staff recommends that City Council support NC legislation that would create essential caregiver policies for long-term care facilities. This support would not make the City liable in any way; it would just support the efforts.

**CITY OF KING
RESOLUTION NO. 2020-11**

RESOLUTION SUPPORTING ESSENTIAL CAREGIVER LEGISLATION IN NORTH CAROLINA

WHEREAS, the National Academies of Sciences, Engineering, and Medicine (NASEM) reports that nearly one-fourth of adults aged 65 and older are now considered to be socially-isolated; and

WHEREAS, older adults are at an increased risk for loneliness and social isolation because they are more likely to live alone, experience the loss of family or friends, live with chronic illnesses, and be affected by mobility issues, vision and hearing loss, and cognitive impairments; and

WHEREAS, the efforts to mitigate and prevent the spread of COVID-19 has led to restrictions at hospitals and long-term care facilities; and,

WHEREAS, the unintended consequence of prolonged separation and isolation on senior adults is a more rapid decline in physical health and well-being, especially in those affected by cognitive impairments; and,

WHEREAS, many participants of the King Senior Center have expressed their own experiences in recent months with both feeling isolated themselves and being separated from loved ones in the hospital or long-term care; and,

WHEREAS, State Departments of Health in Minnesota, New Jersey, Indiana, South Dakota and Michigan have developed "essential caregiver" plans that are intended to reduce the sense of separation and isolation and improve the overall health and wellbeing of senior adults living away from their loved ones; and,

WHEREAS, several facilities in North Carolina have elected to designate essential caregivers where appropriate, whereby a designated family member or loved one is afforded the opportunity for in-room, personal contact, while following recommended safety protocol; and,

WHEREAS, an essential caregiving process allows family members to detect concerns and advocate on behalf of their loved one; observe and report noted changes in physical health or behavior, provide assistance in managing care, provide emotional support; preserve and promote quality of life; and promote a continued sense of identity and autonomy;

NOW, THEREFORE BE IT RESOLVED, that the King City Council supports legislation to develop guidelines for essential caregiving models of care for residents in long-term care facilities, and urges the North Carolina General Assembly to enact legislation that allows for caregivers to safely access and support loved ones in medical and long-term care facilities.

IN WITNESS WHEREOF, this resolution was adopted this the 8th day of September 2020.

(SEAL)

ATTEST:

CITY OF KING

Nicole Branshaw, City Clerk

Jack Warren, Mayor

MOTION

Councilwoman Fowler made a motion that we approve Resolution 2020-11 supporting Essential Caregiver Plans in North Carolina. Councilman Allen and Councilman Carter seconded the motion, which carried by a unanimous vote of 4-0.

BUDGET AMENDMENT 2020-03.02 – SPECIAL REVENUE FUND TO ACCOUNT FOR CARES ACT

Presented by Susan O'Brien, Director of Finance and Personnel

The CARES Act provides funding to states to cover costs that are necessary expenditures incurred due to the health emergency, were not accounted for in the originally enacted budget, and were incurred between March 1, 2020, and December 30, 2020.

Based on NCMG 159-26(b)(2) and GASB Statement 54, CARES Act funds should be budgeted and accounted for in a special revenue fund. This fund will be used solely for CARES Act funds and no other purpose. The Special Revenue Fund will close effective June 30, 2021, the end of the current fiscal year.

**CITY OF KING
SPECIAL REVENUE FUND
CARES ACT FUNDING
Budget Amendment 2020-03.02**

BE IT ORDAINED by the City Council of the City of King, North Carolina, pursuant to Section 159-26(b)(2) of the General Statutes of North Carolina, that the following special revenue fund be hereby adopted:

Section 1. The funding authorized is for Coronavirus Relief Fund, US Department of Treasury, CFDA No. 21.019

Section 2. The following revenue amounts are appropriated for the fund:

CARES Act Funding from Forsyth County	\$ 7,636.00
CARES Act Funding from Stokes County	\$ 375,540.72

Section 3. The following expenditure amounts are appropriated for the fund:

COVID-19 Expenditures	
Transfer to General Fund	\$ 24,930.00
Transfer to Enterprise Fund	\$ 5,000.00
Public Safety Salaries	
Transfer to General Fund	\$ 286,710.72
Reimburse customer convenience fees	
Transfer to Enterprise Fund	\$ 35,620.00
Utility customer grants Expense	\$ 30,916.00

This Ordinance shall be in full force and effective upon adoption by the Council and will close at June 30, 2021.

Adopted the 8th day of September, 2020.

Jack Warren, Mayor

Nicole Branshaw, City Clerk

MOTION

Councilman Allen made a motion that we approve budget amendment 2020-03.02. Mayor Pro Tempore McCraw seconded the motion, which carried by a unanimous vote of 4-0.

ADDITION OF PART-TIME MAINTENANCE (CUSTODIAL) POSITION

Presented by Homer Dearmin, City Manager

Due to additional cleaning requirements during the COVID-19 pandemic, current Public Works staff will be unable to maintain said requirements per CDC standards in addition to regular maintenance duties. This position would not create any budgetary impacts as CARES Act funds may be used to pay for this position.

MOTION

Councilwoman Fowler made a motion that we approve the addition of a temporary part-time maintenance position. Mayor Pro Tempore McCraw seconded the motion, which carried by a unanimous vote of 4-0.

ROUND-UP PROGRAM FOR UTILITY CUSTOMERS □

Presented by Susan O'Brien, Director of Finance and Personnel

In prior years, Council has expressed interest in a round up program to assist utility customers in need. Even though our accounting systems over the years could not truly round up the entire utility bill, we have determined a means to have our current system round the base bill or accept a flat dollar donation.

Customers who wish to donate would complete the form; they may choose to round up the base bill and/or make a flat dollar amount donation. These amounts will be added to each utility bill until the customer drops out of the program. Donated funds will be placed in a separate General Ledger Account and periodically sent to King Outreach Ministry. KOM will screen customers in need in their usual manner and send the funds back to us in the form of assistance with utility bills. This is a separate program from the CARES Act grants, and customers will be screened with different criteria. To eliminate any confusion or crossover with CARES Act utility grants, reduce KOM's immediate burden. To see how much will be donated, we would prefer to collect donations but not provide to KOM until after the CARES Act funds expire on December 30, 2020.

The staff recommendation is to approve the program and the enrollment form.

City of King Round UP Program

The City of King Round UP (Utility Payment) program is a voluntary assistance program funded by donations from City of King utility customers who would like to help other customers in need.

The City is partnering with King Outreach Ministry (KOM), to administer this program. KOM is a nonprofit organization that provides assistance to families and individuals in crisis.

Only residential City of King utility customers who meet KOM requirements will receive assistance with their utility bills.

Account Number

Customer Name

I authorize the City of King to:

- Round up EACH base bill to the next highest dollar and deposit in the Round UP program.
- Water
- Sewer
- Both

<u>Service</u>	<u>Base Rate</u>	<u>Amount to Round UP</u>
Inside water	\$ 29.86	\$0.14
Outside water	\$ 37.34	\$0.66
Inside sewer	\$115.00	\$1.00
Outside sewer	\$143.75	\$0.25

Note: These amounts are current for FY 2020-2021 and are subject to change with future utility rate increases.

I authorize the City of King to:

- Add a set amount to EACH utility bill and deposit in the Round UP Program

Customers may add \$1 or \$5 to EACH utility bill.

\$1.00

\$5.00

I understand that by signing up for the Round UP program, I will be making a donation as indicated above. The donation will remain in effect, even with base rate increases, unless I complete the cancellation section below.

Signature

Date

I wish to cancel my participation in the City of King Round UP program.

Signature Date

MOTION

Mayor Pro Tempore McCraw made a motion that we approve the round-up program for utility customers and the enrollment form. Councilman Allen and Councilman Carter seconded the motion, which carried by a unanimous vote of 4-0.

UTILITY CUSTOMER GRANT GUIDELINES

Presented by Susan O'Brien, Director of Finance and Personnel

On March 20, 2020, City Council opted to waive late fees for water and sewer bills until further notice. On March 31, 2020, NC Governor Roy Cooper signed Executive Order 124, which also waived late fees and placed a temporary hold on utility disconnections. EO 124 was extended on May 29, 2020, with EO 142, which expired on July 29, 2020.

Customers with past due balances from the period of April 1, 2020 – July 29, 2020, may have up to six months to pay the balances owed with no assessment of late fees or disconnection and related fees as long as they are making a payment toward the prior balance.

Payment plan information has been posted on the City's website and Facebook page, and the plan itself is also located on our website.

King Outreach Ministry will screen our residential utility customers and provide documentation of need. To qualify, residential customers must be in the low to moderate-income category or be age 60 or over and have a demonstrated COVID-19 reason for financial hardship.

City of King

September 8, 2020

CARES Act Utility Customer Grant:

Criteria:

- A. In order to receive any grant funding, the residential customer MUST provide
 1. Proof that the financial hardship is due to COVID-19; **and**
 2. Evidence of low or moderate income or being age 60 or older.

Procedures:

- A. The residential customer will contact King Outreach Ministry for a screening appointment.
- B. At the appointment, the residential customer will provide information requested by KOM which may include valid identification, City of King utility bill showing delinquent balance, any/all sources(s) of income from March 1 – current, and monthly household expenses.
- C. Following the screening appointment, for qualifying utility residential households, KOM will complete the grant form and place that in a sealed envelope. The customer will bring the grant form to Collections and the grant amount will be applied to the delinquent utility bill.
- D. Screening appointment requests will be accepted by KOM in September and October. If the requests are greater than time allows in these two months, overflow will be scheduled in November.
- E. To avoid disconnection for non-payment, the customer should still complete a payment plan form and provide information concerning a screening appointment with KOM.
- F. Should circumstances change, a residential customer may request a screening appointment with KOM to file a new or revised application in November or December.
- G. Screening appointments must be completed by December 29, 2020 as the CARES Act funding expires on December 30, 2020.

Grant Amount:

1. Each qualifying residential household will receive a grant of **up to \$600** to pay toward the total delinquent utility billing balance accrued between March 31 and July 29, based on bill due dates.
2. If the need is greater than anticipated, City Council may approve an amendment to the CARES Act plan and allocate additional funds to the grant program.

City of King CARES Act Utility Grant Program Approval Form

Customer Name:

Customer Service Address:

Customer Account Number:

The above customer has been approved for a CARES Act utility grant.

Please Note: The grant may be used **ONLY** to offset delinquent utility fees owed to the City of King. The delinquent balances must have been accrued from the period of time covered by Executive Orders 124 and 142 which is March 31, 2020 – July 29, 2020.

King Outreach Ministry Representative Signature

Date

Office Use Only	
Total Delinquent Amount: _____	Grant Amount Applied: _____
Date: _____	Signature: _____

MOTION

Mayor Pro Tempore McCraw made a motion that we approve the Utility Customer Grant Guidelines. Councilwoman Fowler seconded the motion, which carried by a unanimous vote of 4-0.

STREET LIGHT ISSUE IN COUNTRY PLACE

Presented by Scott Barrow, City Engineer

We have been asked to install a street light at the Faye Court and Rose Trail intersection. A street light at this location is warranted, but some effort and expense are required. We met with Duke Energy and received a quote to have this light installed. Since Country Place has underground power behind the lots, there is an installation charge by Duke Energy. The installation cost for boring in the wire from the end of the cul-de-sac to this location would be approximately \$5500, and the contract price would be \$20.15 per month. □

MOTION

Councilwoman Fowler made a motion that we approve of installing a street light at Faye Court and Rose Trail intersection. Mayor Pro Tempore McCraw seconded the motion, which carried by a unanimous vote of 4-0.

REQUEST FROM STOKES COUNTY BOARD OF ELECTIONS

Presented by Homer Dearmin, City Manager

Due to space constraints and logistics at the King Public Library during COVID-19, the Stokes County Board of Elections is examining the possibility of the Rec Acres Community Building as a possible polling location.

MOTION

Councilwoman Fowler made a motion that we approve the Stokes County Board of Elections to use the Community Building at Recreation Acres for a polling location for the November 3, 2020. Councilman Allen seconded the motion, which carried by a unanimous vote of 4-0.

REQUEST FROM CONGRESSMAN PATRICK MCHENRY'S OFFICE

Presented by Homer Dearmin, City Manager

Our representative to the United States Congress, Congressman Patrick McHenry, is looking for office space for a field office in our area of his congressional district. They are considering other options, but this has historically been the Council's practice if we can assist our Congressman. We have given space to Congresswoman Fox, Congressman Mark Walker, and others over the years.

MOTION

The Council tabled the request until after the Emergency Operations Update discussion.

BROWN ROAD UPDATE

Presented by Homer Dearmin, City Manager

We received new information from DOT Officials, and they are concerned about moving in heavy equipment onto Valleyview Dr. They feel around September 21, 2020, DOT will need to close Valleyview Dr due to the impact the equipment will have and the need for space for the equipment that will be brought in.

MOTION

It was the consensus of the Council to approve the closure of Valleyview Dr to begin the repair of Brown Rd.

EMERGENCY OPERATIONS UPDATE

Incident Commanders Steven Roberson and Jordan Boyette gave updates regarding the ongoing State of Emergency and the COVID-19 Coronavirus pandemic.

After discussion concerning the reopening plans it was the consensus of the Council to move forward with the following:

- Beginning September 9, Parks and Recreation programs will resume to the extent that they can comply with current executive orders concerning social distancing and number limits for indoor and outdoor gatherings. City building and shelter rentals will also resume, with waivers required from renters concerning COVID-19 risks.
- Senior Center programs will remain virtual or outdoors with appropriate social distancing in place. The Senior Center facility will remain closed until Phase 3, or otherwise advised by State officials, the Area Agency on Aging, and the King City Council. During this time, Senior Center staff are engaging patrons, planning programs, and working on administrative tasks to better position us for positive SCOPE outcomes.
- Beginning Monday, September 14, select Department Heads will no longer be asked to be on a daily duty rotation at City Hall.
- All employees who work in non-office positions will return to their regular work schedules if they have not already. All office/administrative staff members will continue to work on a rotating basis between on-site and at-home work, at the recommendation of Department Heads and with approval of the City Manager. City Offices will remain closed to the public except via the drive thru and by appointment.
- These guidelines are subject to change if conditions worsen or as future Executive Orders require. The City Council will revisit these current guidelines at their October 5, 2020 meeting.

MOTION

Mayor Pro Tempore McCraw made a motion that we table the reopening plans for all employees who work in office/administrative positions until the next Council meeting October 5, 2020. Councilman Carter seconded the motion, which carried by a unanimous vote of 4-0.

DEPARTMENTAL REPORTS

There were no questions concerning the departmental reports.

ITEMS OF GENERAL CONCERN

Councilman Allen:

- Commended Chief Roberson and his staff for the work, research and recommendations they put into preparing the fire truck proposal.

Mayor Pro Tempore McCraw

- Thanked Chief Roberson for the fantastic job they did preparing the fire truck proposal.
- Commended Ricky Lewis and all staff doing a great job for our City.

Councilman Carter:

- Seconded what Mayor Pro Tempore McCraw.

Councilwoman Fowler:

- Wants everyone to know that she appreciates the job that we do.

Mayor Warren:

- Thanked all staff for doing a great job in all that they do for the City.
- Stated he heard that the Park/Rec staff were looking into building a disc golf course and wanted to remind staff that the Central Park is a passive park and that it was the consensus of the citizens at a public hearing many years ago that it was a passive park. Mayor Warren feels we need to finish the current projects we have in motion right now before we try to build anything else. Mayor also wanted to remind staff that there is another soccer field below the current soccer field that could be utilized for a project like this, if and when, the time is right and the funding is there.

EXECUTIVE SESSION FOR THE PURPOSE OF ECONOMIC DEVELOPMENT PER NC GENERAL STATUTE 143-318.11 (A) (4).

Councilwoman Fowler moved to adjourn to executive session for the purpose Economic Development per NC General Statute 143-318.11 (a) (4). Councilman Allen seconded the motion, which carried by a unanimous vote of 4-0.

Mayor Warren reconvened the meeting and stated that no action had been taken during the executive session.

ADJOURNMENT

Mayor Pro Tempore McCraw moved to adjourn the meeting. Councilwoman Fowler seconded the motion, which carried by a unanimous vote of 4-0.

Attest:

Approved by:

Nicole Branshaw
City Clerk

Jack Warren
Mayor