

City of Racine

Meeting Minutes - Final

Common Council

Tuesday, September 17, 2024 6:00 PM City Hall, Room 205	Tuesday, September 17, 2024	6:00 PM	City Hall, Room 205
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A. Call To Order

City Clerk Tara Mcmenamin called the meeting to order.

A motion was made by Alder Weidner, seconded by Alder Coe to select Alder Maack as Chair to preside over the Common Council Meeting. The motion PASSED by the following vote:

Ayes: Coe, Jones, Turquoise-Davis, Kaprelian, Weidner, Horton, Esqueda, Peete, Land, Perez, and Kelly

Noes: None

Excused: McCarthy

PRESENT: 13 - Coe, Jones, Turquoise-Davis, Maack, Kaprelian, Weidner, Horton, Esqueda, Peete, Land, Perez, Kelly and Sebastian
EXCUSED: 1 - McCarthy

B. Pledge of Allegiance To The Flag

Alder Maack led the council in the Pledge of Allegiance to the Flag.

C. Approval of Journal of Council Proceedings (Minutes) September 3rd, 2024

A motion was made by Alder Coe, seconded by Alder Peete to Approve the Minutes. The motion PASSED by the following vote:

AYES: 13 - Coe, Jones, Turquoise-Davis, Maack, Kaprelian, Weidner, Horton, Esqueda, Peete, Land, Perez, Kelly and Sebastian

EXCUSED: 1 - McCarthy

D. Proclamations

Costal Awareness in Wisconsin Month

0835-24 Subject: Coastal Awareness Month

E. Public Comments

The following people appeared to speak before the Common Council:

Michael Schrader Janan Najeeb Lizbeth Fierro Pat Chaffee Sonali Knotek Rose Ormond Saba Alfogah Kareem Assad Fawzi Assad Bob Mozol Elaine Marie Kinch Mark M Giese Darren Utley

F. Committee Reports

Finance and Personnel Committee Report, by Ald. Horton

O736-24 Subject: Communication sponsored by Alder Horton, on behalf of the Human Resources Benefits Manager, requesting permission to authorize and approve the City of Racine to join with its partner agencies Racine County (County) and Racine Unified School District (RUSD) in executing a one (1) year renewal amendment with Ascension Wisconsin Employer Solutions for the Racine Employee Health and Wellness Center.

> **Recommendation of the Finance and Personnel Committee on 09-09-2024:** That the Human Resources Benefits Manager be granted permission to authorize and approve the City of Racine to join with its partner agencies Racine County (County) and Racine Unified School District (RUSD) in executing a one (1) year renewal amendment with Ascension Wisconsin Employer Solutions for the Racine Employee Health and Wellness Center.

Fiscal Note: The full cost for year five of the Ascension contract is \$944,893. The City of Racine is obligated to cover 26% of these costs totaling \$245,672 for year five. Variable costs for the City are estimated to be \$100,000 for year five, bringing the total cost to \$345,672. Funds will be proposed in the 2025 insurance budget 70312 52155.

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

0739-24 **Subject:** Communication sponsored by Alder Horton, on behalf of the Chief Information Officer, requesting permission to award a sole source three-year contract, 2024187, with Opportunity Space, Inc., d/b/a Tolemi to purchase BuildingBlocks software.

Recommendation of the Finance and Personnel Committee on

09-09-2024: That the Chief Information Officer be authorized to execute and sign contract, 2024187, with Opportunity Space, Inc., d/b/a Tolemi to purchase BuildingBlocks software.

Fiscal Note: This is a three-year contract with a total cost of \$78,750. Funds are available in account #70113-54500 for FY 2024.

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

<u>0740-24</u> **Subject:** Communication sponsored by Alder Horton, on behalf of the City Attorney's Office, submitting the claim of Donald J. Ford for consideration for disallowance.

Recommendation of the Finance and Personnel Committee on 09-09-2024: That the claim be disallowed.

Fiscal Note: N/A

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

0741-24 **Subject:** Communication sponsored by Alder Horton, on behalf of the City Attorney's Office, submitting the claim of DeJanique Powell for consideration for disallowance.

Recommendation of the Finance and Personnel Committee on 09-09-2024: That the claim be disallowed.

Fiscal Note: N/A

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

<u>0746-24</u> **Subject:** Communication sponsored by Alder Horton, on behalf of the Human Resources Benefits Manager, requesting permission to present the dental insurance renewal through MetLife.

Recommendation of the Finance and Personnel Committee on 09-09-2024: That the Human Resources Benefits Manager be granted permission to approve the dental insurance renewal through MetLife as presented.

Fiscal Note: Costs for basic plan is included in the insurance budget 70312 52125. City costs for increase in advanced annual maximum coverage will be \$25,295.

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

0747-24 **Subject:** Communication sponsored by Alder Horton, on behalf of the Human Resources Benefits Manager, requesting permission to present and implement the Second Opinion Consultations program through United Healthcare (UHC).

> **Recommendation of the Finance and Personnel Committee on 09-09-2024:** That the Human Resources Benefits Manager be granted permission to implement the Second Opinion Consultations program through United Healthcare (UHC) as presented.

> **Fiscal Note:** City cost is \$2,136 per consult. Funds will be proposed in the 2025 insurance budget.

A motion was made by Alder Sebastian, seconded by Alder Land, that this Communication be Approved. The motion PASSED by the following vote:

AYES: 12 - Coe, Jones, Turquoise-Davis, Kaprelian, Weidner, Horton, Esqueda, Peete, Land, Perez, Kelly and Sebastian

ABSENT: 1 - McCarthy

0748-24 **Subject:** Communication sponsored by Alder Horton, on behalf of the Human Resources Benefits Manager, requesting permission to present and implement the Maternity Support program through United Healthcare (UHC).

> **Recommendation of the Finance and Personnel Committee on 09-09-2024:** That the Human Resources Benefits Manager be granted permission to implement the Maternity Support program through United Healthcare (UHC) as presented.

Fiscal Note: City cost is \$925 per enrolled family. Funds will be proposed in the 2025 insurance budget.

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

0749-24Subject: Communication sponsored by Alder Horton, on behalf of the
Human Resources Benefits Manager, presenting a modification to the
embedded deductible amount for the City's 06A Health Insurance plan.

Recommendation of the Finance and Personnel Committee on 09-09-2024: That the modification to the embedded deductible amount for the City's 06A Health Insurance plan be approved as presented.

Fiscal Note: There will be no additional cost to the City. Funds will be included in the proposed 2025 City of Racine budget.

A motion was made by Alder Sebastian, seconded by Alder Land, that this Communication be Approved. The motion PASSED by the following vote:

- AYES: 11 Coe, Jones, Kaprelian, Weidner, Horton, Esqueda, Peete, Land, Perez, Kelly and Sebastian
- EXCUSED: 2 Turquoise-Davis and McCarthy

0752-24 **Subject:** Communication sponsored by Alder Horton, on behalf of the Chief of Police, requesting permission to apply for and if awarded, accept the 2024 Local Community Grant (Control #00587).

Recommendation of the Finance and Personnel Committee on 09-09-2024: That the Chief of Police be granted permission to apply for and if awarded, accept the 2024 Local Community Grant (Control #00587).

Fiscal Note: Grant amount is \$3,500 - No city match required.

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

0754-24 **Subject:** Communication sponsored by Alder Horton, on behalf of the Chief Information Officer, requesting permission to apply for the 2024 National Telecommunications and Information Administration (NTIA) Digital Equity Competitive Grant Program (Control #00585).

> **Recommendation of the Finance and Personnel Committee on 09-09-2024:** That the Chief Information Officer be granted permission to apply for the 2024 National Telecommunications and Information Administration (NTIA) Digital Equity Competitive Grant Program (Control #00585).

> **Fiscal Note:** If awarded, we expect to receive between \$5,000,000 and \$12,000,000. A 10% match in the form of either cash or in-kind contributions is required.

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

<u>0765-24</u> **Subject:** Communication sponsored by Mayor Mason, on behalf of the Human Resources Director, requesting approval of the Classification and Compensation Study for General Employees.

Recommendation of the Finance and Personnel Committee on 09-09-2024: That the Human Resources Director be granted approval to implement the Classification and Compensation Study for General Employees as presented. **Fiscal Note:** The estimated annual impact is \$194,000. Funds are available in the 2024 and incorporated in the 2025 budgets across various divisions and funding sources.

A motion was made by Alder Sebastian, seconded by Alder Land, that this Communication be Approved. The motion PASSED by the following vote:

AYES: 12 - Coe, Jones, Turquoise-Davis, Kaprelian, Weidner, Horton, Esqueda, Peete, Land, Perez, Kelly and Sebastian

EXCUSED: 1 - McCarthy

0769-24 **Subject:** Communication sponsored by Alder Horton, on behalf of the City Attorney, requesting the City Attorney present a proposed settlement for the workers compensation and duty disability claims of Kristin Mireles.

> **Recommendation of the Finance and Personnel Committee on 09-09-2024:** To approve the settlement as presented.

Fiscal Note: The settlement shall include \$41,500 for Workers' Compensation indemnity. Payment of unpaid medical bills of \$264, liens of \$140, and out of pockets \$2,308.78. Certification of Ms. Mireles for Duty Disability the Workers' Compensation indemnity has been paid. The indemnity payment and out of pocket expenses shall be paid from Account 11201 51400, Workers Compensation. The unpaid medical bills and liens shall be paid from Account 70312 52140, Health Insurance Claims.

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

<u>0770-24</u> Subject: Communication sponsored by Alder Horton, on behalf of the City Attorney, requesting authorization for the City Attorney's Office to represent all current and former City employees and officers in *Ozier v. Derks, et al.*, U.S. District Court for the Eastern District of Wisconsin Case No. 24-CV-1030.

> **Recommendation of the Finance and Personnel Committee on 09-09-2024:** To authorize the City Attorney's Office to represent all current and former City employees and officers as requested.

Fiscal Note: Current and former employees and officers are being represented by the City Attorney's Office in-house with no budgetary effect.

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

0777-24 **Subject:** Communication sponsored by Alder Horton, on behalf of the City Attorney, requesting the City Attorney present a proposed settlement for the workers compensation claim of Craig St. Amant.

Recommendation of the Finance and Personnel Committee on 09-09-2024: To approve the settlement as presented.

Fiscal Note: The settlement shall include \$335,000 for Workers' Compensation indemnity, from which Mr. St. Amant will pay the \$294,636.80 outstanding balance of medical bills. Hold Harmless granted for health insurance payments of \$953.87. Future medical expenses will be held open, subject to all defenses. The indemnity payment shall be paid from Account 11201 51400, Workers Compensation.

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

Public Safety and Licensing Committee Report, by Ald. Peete

<u>0450-24</u> **Subject:** Communication sponsored by Alder Kaprelian requesting to update Chapter 10 - Animals of the Municipal Code of the City of Racine, Wisconsin.

Recommendation of the Public Safety and Licensing Committee on 07-08-2024: That the request to update Chapter 10 - Animals of the Municipal Code of the City of Racine, Wisconsin, be Deferred.

Recommendation of the Public Safety and Licensing Committee on 08-26-2024: That the request to update Chapter 10 - Animals of the Municipal Code of the City of Racine, Wisconsin, be to Approve the redline version with three amendments to include: the definition for dangerous animal, Sec. 10-104 (2)(b) to three days instead of five days, and 10-104(e)(1) to the police department instead of the health department.

Recommendation of the Common Council on 9.3.24: To Defer

Fiscal Note: N/A

A motion was made by Alder Sebastian, seconded by Alder Jones, to approve Suspending the rules to allow the Human Society to speak before the Committee. The motion FAILED by the following vote:

- AYES: 6 Jones, Turquoise-Davis, Horton, Peete, Land and Sebastian
- NOES: 6 Coe, Kaprelian, Weidner, Esqueda, Perez and Kelly
- EXCUSED: 1 McCarthy

A motion was made by Alder Peete, seconded by Alder Land, to refer back to the Public Safety and Licensing Committee. The motion FAILED by the following vote:

- AYES: 4 Jones, Peete, Land and Sebastian
- NOES: 8 Coe, Turquoise-Davis, Kaprelian, Weidner, Horton, Esqueda, Perez and Kelly
- EXCUSED: 1 McCarthy

A motion was made by Alder Peete, seconded by Alder Kaprelian, that this Communication be Adopted. The motion Passed by the following vote:

- AYES: 7 Coe, Maack, Kaprelian, Weidner, Esqueda, Perez and Kelly
- NOES: 6 Jones, Turquoise-Davis, Horton, Peete, Land and Sebastian
- EXCUSED: 1 McCarthy

<u>0659-24</u> **Subject:** Communication sponsored by Alder Peete, on behalf of the City of Racine Police Department, for the licenses premise report.

Recommendation of the Public Safety and Licensing Committee on 009-09-2024: That the license premise report be Received and Filed.

Fiscal Note:N/A

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

<u>0660-24</u> **Subject:** Communication sponsored by Alder Peete, requesting any consideration, any formal expression of concern, or other actions pursuant to the police report.

Recommendation of the Public Safety and Licensing Committee on 09-09-2024: To request the appearance of Sports Pub on Washington located at 1301 Washington Ave, William Reyes Gonzalez, be Approved.

To request the appearance of Taste of Soul located at 501 6th St, Rebecca McCray, be Approved.

To request the appearance of Honors Racine located at 1330 Washington Ave, Donna Paschen, be Approved.

Fiscal Note: N/A

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

<u>0710-24</u> **Subject:** Communication sponsored by Alder Peete, to discuss a possible new meeting date for the Public Safety and Licensing Committee.

Recommendation of the Public Safety and Licensing Committee on 08-26-2024: That the discussion of a possible new meeting date for the Public Safety and Licensing Committee, be Deferred.

Recommendation of the Public Safety and Licensing Committee on 09-09-2024: That the discussion of a possible new meeting date for the Public Safety and Licensing Committee, be Approved to the 2nd and 4th Wednesdays starting at 5:00 PM.

Fiscal Note: N/A

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

0755-24 **Subject:** Communication sponsored by Alder Peete, on behalf of the City Clerk's Office, requesting the appearance of Natasha Evan, Agent for The Select LLC DBA Select located at 1111 Washington Ave to extend the conditional grant of the "Class B" Retail Fermented Malt Beverage and Intoxicating Liquor.

> **Recommendation of the Public Safety and Licensing Committee on 09-09-2024:** That the appearance of Natasha Evan, Agent for The Select LLC DBA Select located at 1111 Washington Ave to extend the conditional grant of the "Class B" Retail Fermented Malt Beverage and Intoxicating Liquor, be Approved to be extended for 90 days.

Fiscal Note: N/A

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

Transit Commission Report, by Ald. Jones

0509-24Subject: Communication sponsored by Alder Jones, on behalf of the
Transit & Mobility Director, requesting consideration of a change in fare
structure resulting in fare capping, replacing the 10-ride pass with a
weekly pass, and a reduction in the monthly pass cost by one dollar.
Commission Recommendation: To recommend for approval the fare
structure resulting in fare capping, replacing the 10-ride pass with a
weekly pass, and a reduction in the monthly pass cost by one dollar.
Fiscal Note: Budget Neutral

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

Community Development Block Grant Advisory Board Report, by Ald. Horton

0756-24 **Subject:**Communication sponsored by Mayor Mason to issue a Community Development Block Grant (CDBG) home repair loan and a forgivable grant to the owner of 1830 N. Wisconsin Avenue.

Recommendation of the CDBG Advisory Board on 09-09-24: To approve the Community Development Block Grant (CDBG) home repair loan and a forgivable grant to the owner of 1830 N. Wisconsin Avenue, as presented.

Fiscal Note: There are sufficient CDBG funds for this project. Loan

payments will be repaid to the CDBG repair revolving loan fund.

A motion was made by Alder Sebastian, seconded by Alder Horton, that this Communication be Adopted. The motion PASSED by the following vote:

AYES: 12 - Coe, Jones, Turquoise-Davis, Kaprelian, Weidner, Horton, Esqueda, Peete, Land, Perez, Kelly and Sebastian

- EXCUSED: 1 McCarthy
- 0757-24 **Subject:** Communication sponsored by Mayor Mason to issue a Community Development Block Grant (CDBG) home repair loan and a forgivable grant to the owner of 3200 Twenty-First Street.

Recommendation of the CDBG Advisory Board on 09-09-24: To approve the Community Development Block Grant (CDBG) home repair loan and a forgivable grant to the owner of 3200 Twenty-First Street, as presented.

Fiscal Note: There are sufficient CDBG funds for this project. Loan payments will be repaid to the CDBG repair revolving loan fund.

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

0758-24Subject: Communication sponsored by Mayor Mason, requesting an
allocation of up to \$104,809 of 2024 CDBG funds for Public Facilities,
Special Assessments, and Privately-Owned Utilities.

Staff Recommendation of the CDBG Advisory Board on 09-09-24: To approve the allocation of up to \$104,809 of 2024 CDBG funds for Public Facilities, Special Assessments, and Privately-Owned Utilities.

Fiscal Note: There are sufficient CDBG funds available from Other Real Property Improvements to meet this request.

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

0759-24 **Subject:** Communication sponsored by Mayor Mason, request for an allocation of up to \$1,711,606 in HOME funds for the rehabilitation of multiple residential rental units at 2000 Washington Avenue, aimed at creating affordable housing.

Staff Recommendation of the CDBG Advisory Board on

09-09-24: To approve the allocation of up to \$1,711,606 of HOME funds for rehabilitation of 20 HOME-assisted units at 2000 Washington Ave.

Fiscal Note: There is sufficient money in the HOME fund to support the multi-unit residential rehabilitation project at 2000 Washington Ave.

A motion was made by Alder Sebastian, seconded by Alder Peete, that this Communication be Approved. The motion PASSED by the following vote:

- AYES: 10 Coe, Jones, Turquoise-Davis, Weidner, Horton, Esqueda, Peete, Perez, Kelly and Sebastian
- EXCUSED: 3 Kaprelian, McCarthy and Land

Committee of the Whole Report, by Ald. Horton

0123-24 **Subject:** Communication sponsored by Mayor Mason requesting the approval of a Neighborhood Revitalization Strategy Area (NRSA) in the Lincoln King Neighborhood.

Recommendation of CDBG 2.26.24: To adopt the proposed creation of a Neighborhood Revitalization Strategy Area (NRSA) in the Lincoln King Neighborhood.

Recommendation of the Committee of the Whole on 9.3.24: To

Approve

Fiscal Note: No budgetary impact is associated with this request.

A motion was made by Alder Horton, seconded by Alder Esqueda, that this Communication be Adopted. The motion PASSED by the following vote:

- AYES: 8 Jones, Turquoise-Davis, Horton, Esqueda, Peete, Land, Kelly and Sebastian
- **NOES:** 3 Coe, Weidner and Perez

EXCUSED: 2 - Kaprelian and McCarthy

Planning, Heritage, and Design Commission Report, by Ald. Peete

0805-24Subject: Consideration of a request by Lakeview Health, LLC to adopt
ZOrd. 0004-24 for a rezoning of the property at 800 Goold Street from
B-1 Neighborhood Convenience District to B-1 Neighborhood
Convenience District with a FD- Flex Development Overlay, as allowed
by Sec. 114-77 of the Municipal Code.

Recommendation of the Planning, Heritage and Design

Commission on 09-16-2024: That ZOrd. 0004-24 rezoning the property at 800 Goold Street from B-1 Neighborhood Convenience District to B-1 Neighborhood Convenience District with a FD- Flex Development Overlay, be adopted.

Fiscal Note: N/A

A motion was madeby Alder Peete, seconded by Alder Jones, that this Communication be Adopted.The motion PASSEDby the following vote:

- AYES: 11 Coe, Jones, Turquoise-Davis, Weidner, Horton, Esqueda, Peete, Land, Perez, Kelly and Sebastian
- **EXCUSED:** 2 Kaprelian and McCarthy

0806-24

Subject: Consideration of a request from Brian Loftin, representing J. Jeffers & Co. for changes to the existing use supplement for Belle City Square at 1450, 1500 Summit Avenue, 2234, 2242, 2220, 2222, 2200, 2102 Northwestern Avenue, and 2020 Albert Street that are zoned R5/FD General Residence District with a Flex Development Overlay, as allowed by Sec. 114-77 of the Municipal Code.

Recommendation of the Planning, Heritage and Design

Commission on 09-16-2024: That the request from Brian Loftin, representing J. Jeffers & Co. for changes to the existing use supplement for Belle City Square at 1450, 1500 Summit Avenue, 2234, 2242, 2220, 2222, 2200, 2102 Northwestern Avenue, and 2020 Albert Street that are zoned R5/FD General Residential District with a Flex Development Overlay, be approved.

Fiscal Note: N/A

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent

Office of the Mayor Report, by Ald. Horton

<u>0753-24</u> **Subject:** Communication sponsored by Mayor Mason, submitting the following appointments:

Alder Davis to the Board of Health for a term expiring April 14th, 2025 Stacy Shepherd to the Waterworks Commission for a term ending September 30, 2028

Stacy Shepherd to the Wastewater Commission for a term ending September 30, 2028

Karri Hemmig to the Sex Offender Registry Board for a term ending April 30, 2027

A motion was made by Alder Sebastian, seconded by Alder Land, to Ap[prove the Appointment of Alder Davis to the Board of Health. The motion PASSEDby the following vote:

- AYES: 11 Coe, Jones, Turquoise-Davis, Weidner, Horton, Esqueda, Peete, Land, Perez, Kelly and Sebastian
- EXCUSED: 2 Kaprelian and McCarthy

A motion was made by Alder Sebastian, seconded by Alder Peete, to Approve the Appointment of Stacy Shepard to the Waterworks and Wastewater Commission. The motion PASSED by the following vote:

- AYES: 7 Jones, Turquoise-Davis, Horton, Esqueda, Peete, Land and Sebastian
- **NOES:** 4 Coe, Weidner, Perez and Kelly
- **EXCUSED:** 2 Kaprelian and McCarthy

A motion was made by Alder Sebastian, seconded by Alder Jones, to Approve the Appointment of Karri Hemmig to the Sex Offender Registry Board. The motion PASSED by the following vote:

- AYES: 11 Coe, Jones, Turquoise-Davis, Weidner, Horton, Esqueda, Peete, Land, Perez, Kelly and Sebastian
- **EXCUSED:** 2 Kaprelian and McCarthy

G. Council Vote on Consent Agenda Items (Communications, Committee Reports, Resolutions)

A motion was made by Alder David Maack, seconded by Alder Maurice Horton,that this be Considered as Reported Adopted by the following vote

- AYES: 12 Coe, Jones, Turquoise-Davis, Kaprelian, Weidner, Horton, Esqueda, Peete, Land, Perez, Kelly and Sebastian
- ABSENT: 1 McCarthy

H. Common Council Announcements

Announcements are limited to recognition of City residents and employees, memorials, and non-political community events. Discussion of matters related to governmental business is prohibited.

I. Adjourn

The meeting was adjourned at 8:37 P.M. by Alder Horton. The next scheduled meeting of the Council is Tuesday, October 1, 2024. ATTEST: TARA MCMENAMIN CITY CLERK