

MINUTES OF REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF
LUFKIN, TEXAS, HELD ON THE
17TH DAY OF NOVEMBER, 1998 AT 5:00 P.M.

On the 17th day of November, 1998 the City Council of the City of Lufkin, Texas, convened in a regular meeting in the Council Chambers of City Hall with the following members thereof, to wit:

Louis A. Bronaugh	Mayor
Jack Gorden, Jr.	Mayor pro tem
R. L. Kuykendall	Councilmember, Ward No. 1
Don Boyd	Councilmember, Ward No. 2
Betty Jones	Councilmember, Ward No. 3
Bob Bowman	Councilmember, Ward No. 4
C. G. Maclin	City Manager
James Hager	Asst. City Manager/Finance
Bob Flournoy	City Attorney
Keith Wright	City Engineer
LaJune Yates	Asst. City Secretary
Kenneth Williams	Director of Public Works

being present, and

Tucker Weems	Councilmember, Ward No. 6
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being absent when the following business was transacted.

1. Meeting was opened with prayer by Polly Goodier, Children's Minister, First Christian Church.
2. Mayor Bronaugh welcomed visitors present and recognized students from the Lufkin High School government class.

3. APPROVAL OF MINUTES

Motion was made by Councilmember Don Boyd and seconded by Councilmember Betty Jones that the minutes of the regular meeting of November 3, 1998 be approved as presented. A unanimous affirmative vote was recorded.

4. RESOLUTION - APPROVED - AMENDMENT - 1998 OWNER-OCCUPIED REHABILITATION ASSISTANCE - HOME PROGRAM GUIDELINES

Mayor Bronaugh stated that the next item for consideration was a Resolution of the City Council of the City of Lufkin, Texas amending the City's 1998 Owner-occupied Rehabilitation Assistance HOME Program Guidelines for purposes of clarification.

City Manager Maclin stated that included in the Council packet is a cover letter from Gary Traylor and Associates, the City's grant consultant for the HOME Program for this particular fiscal year. City Manager Maclin stated that this letter indicates a need from the Texas Department of Housing and Community Affairs staff to make some revisions in the rules and guidelines. City Manager Maclin stated that the guidelines are in need of an Amendment and that Amendment is reflected in the Resolution that is included in Council's packet. City Manager Maclin stated that it is the staff recommendation that the Resolution be approved to maintain the strict compliance with the TDHCA guidelines.

In response to question by Councilmember Boyd, City Manager Maclin stated that Section IV. (2) is saying that in the past there were some problems with rehabilitation going all the way to 100%, now they are saying there will be a second priority level which is 75% of the structure's estimated value upon completion of the proposed improvements.

Motion was made by Councilmember Don Boyd and seconded by Councilmember Jack Gorden, Jr. that Resolution of the City Council of the City of Lufkin, Texas amending the City's 1998 Owner-occupied Rehabilitation Assistance HOME Program Guidelines for purposes of clarification be approved as presented. A unanimous affirmative vote was recorded.

5. RESOLUTION - APPROVED - LUFKIN POLICE DEPARTMENT - GRANT REQUEST SUBMISSION - CRIMINAL JUSTICE DIVISION - DEEP EAST TEXAS REGIONAL NARCOTICS TRAFFICKING TASK FORCE

Mayor Bronaugh stated that the next item for consideration was a Resolution by the City of Lufkin Police Department authorizing the submission of a grant request to the Governor's Office, Criminal Justice Division, for the funding of the Deep East Texas Regional Narcotics Trafficking Task Force.

City Manager Maclin stated that included in the Council packet is a memo from Chief Collins asking for this Resolution to be considered. City Manager Maclin stated that the Resolution is basically a renewal for the City's continued participation in the Deep East Texas Narcotics Trafficking Task Force.

Chief Collins stated that he is recommending continuation of the City's membership in the Deep East Texas Task Force. Chief Collins stated that their performance in the past year has been very good. Chief Collins stated that Commander Mike Kelly of the Task Force is present tonight and is available to answer any questions by Councilmembers. Chief Collins stated that Commander Kelly has submitted statistics of the performance to him and it continues to grow. Chief Collins stated that Lufkin is one of the better performing task forces in the State, ranked #8 out of 46 funded task forces in the State, many of which are in metropolitan areas.

In response to question by Councilmember Gorden, Commander Kelly stated that there are 15 categories that the State requires the task force to report statistics quarterly, everything from the number of felony arrests, number of misdemeanor arrests, dollar value of drugs seized, number of arrests assists, dollar value forfeited, and all of the categories are averaged along with the total grant amount to get the standing in the 1 through 46 ranking.

In response to question by Councilmember Boyd, Commander Kelly stated that the amount the City of Lufkin will pay is \$13,900, which is billed in four quarterly payments. Commander Kelly stated that this amount has stayed the same for the past four years. Commander Kelly stated that they have to provide a 25% cash match for this grant program and with the cooperation of all the local District Attorneys, they use drug seizure money to make up the difference, otherwise it would be approximately \$30,000 per agency.

In response to question by Councilmember Boyd, Commander Kelly stated that there are nine agencies in a five county area who are participating.

Motion was made by Councilmember Don Boyd and seconded by Councilmember R. L. Kuykendall that Resolution by the City of Lufkin Police Department authorizing the submission of a grant request to the Governor's Office, Criminal Justice Division, for the funding of the Deep East Texas Regional Narcotics Trafficking Task Force be approved as presented. A unanimous affirmative vote was recorded.

6. DOWNTOWN PARKING ORDINANCE - DISCUSSED - JUDGE JOE BERRY

Mayor Bronaugh stated that the next item for consideration was the request of Judge Joe Berry to amend the Downtown Parking Ordinance.

Judge Joe Berry stated that in talking with the City Manager and Chief Collins in reference to parking around the jail, and on Second Street in regards to the Sheriff's Department patrol units, this has become quite a problem. Judge Berry stated that the Courthouse square has become a "free" parking area because of the enforcement of the City's parking regulations, which has created a problem for everyone. Judge Berry stated that the creation of the Federal Court across the street has brought an even greater problem in parking around the Courthouse square.

Judge Berry stated that what he is asking tonight is to be given consideration at the recommendation of the City Manager and Chief Collins of designating parking area from the alley way between the Tatum & Tatum Attorney's office and both sides of the street at the north side of the jail on Second Street to Frank Street. Judge Berry stated that he is also requesting that Council consider designating the three parking spaces on Frank Street on the south side where there is an entrance to the Sheriff's Office going into their investigative offices (formerly Juvenile Probation). Judge Berry stated that the County will designate inside of the curb the same amount of spaces from the handicapped spaces to Frank Street to approximately where the entrance is to the circle around the Court House. Judge Berry stated that while this will not totally alleviate the problem, this will go a long way in helping the Sheriff's Office get some designated parking area and also eliminate the writing of citations on the patrol cars. Judge Berry stated that this parking will be for patrol units only, not for personnel parking or personal parking. Judge Berry stated that when there are 111 inmates in jail on visitation day this creates a greater problem. Judge Berry stated that in the future he will come back to Council and ask for their support in a bond issue hopefully to construct a totally new facility on Lufkin Avenue.

Judge Berry stated that several years ago he thought when the tax office, adult probation, his office, the treasurer's office, the auditor's office, and one or two other offices were moved down to the annex building it would open up an untold amount of parking area, but that did not happen. Judge Berry stated that he does have a parking problem and there does not seem to be an alternative as far as going in and purchasing some property and tearing some buildings down for parking.

Mayor Bronaugh asked about the free parking area one block over by the railroad track. Mayor Bronaugh stated that the inmates families and visitors could be notified of this free parking one block away from the jail. Judge Berry stated that the only fair solution, which will be brought to the Commissioner's Court at their next meeting, is if they need to go ahead and start enforcing their parking in compliance with the City's Ordinance inside their Court House square, taking into consideration people who are serving on jury or Court duty. Judge Berry stated that the City has been very considerate in these matters by voiding the tickets in Traffic Court for those people to are on jury duty.

Councilmember Jones stated that she had mentioned to Judge Berry that one thing she had thought about was designating everything inside the square for the County and letting them do their own policing of all those parking places. City Manager Maclin stated that technically they already have the authority to do that. City Manager Maclin stated that anything inside the sidewalk is under the jurisdiction of the County and the exterior on Second Street, Lufkin Avenue, Frank Street or Third Street is the City's authority in actual street right-of-way.

In response to question by Councilmember Jack Gorden, Jr., Judge Berry stated that this parking issue will be brought to Commissioner's Court at their next meeting. Judge Berry stated that this issue will be referenced to enforcing parking inside the Court House square to get some limitation on people who are officed across from the Court House who are using these spaces for free parking. Judge Berry stated that on the east side the County has reserved parking for their personnel, and the parking lot next to Pearson's Furniture is also full.

In response to question by Councilmember Gorden, Judge Berry stated that the County has 12 units (patrol cars), but 35 vehicles in all which includes investigator

cars, vans, etc. Judge Berry stated that the Mayor had mentioned to him the problem with patrol units parking in the alleyway. Judge Berry stated that most of these are visiting units from out of town or other agencies in Angelina County in addition to DPS units.

In response to question by Councilmember Gorden, Judge Berry stated that there are approximately 10 -12 parking spaces in front of the Sheriff's Office and there are three spaces on the corner. Judge Berry stated that there are about five spaces from the handicapped area inside the curb up to the entrance to the Court House square, taking into consideration that there is one spot less because there is a mailbox at this location. Councilmember Gorden stated that perhaps the mailbox could be moved. Judge Berry stated that there is also a mailbox on Lufkin Avenue right in front of the Court House across from the Fenley & Bate Law Firm.

Attorney LuAnn Tatum said that she and Judge Berry and Charles Dendy, who also has a law firm on Second Street, and the Sheriff met three months ago to try and work some of these problems out by utilizing the City's free parking. Ms. Tatum said that did not seem to work; they parked up there for a while and the Sheriff's employees were not happy about having to walk to this area after dark. Ms. Tatum said the problem she has is that in front of her law office, Charles Dendy's law office and Steven Zaylor's law office on Second Street, there are only three or four parking places. Ms. Tatum said that there is a "No Parking" zone in front of her office because she is on the alley. Ms. Tatum stated that in that "No Parking" zone there is a Sheriff's Department vehicle parked 80% of the time, which means that if she has an elderly lady who wants to come into her office and sign a will and she says that she can be let out in the "No Parking" zone and come into his office where she will only have to take three or four steps, this is not possible because the Sheriff's Department vehicle is parked there. Ms. Tatum stated that she wanted to ask this Council that if they do something with the parking and give the Sheriff's Department these 15 spaces to be used for their patrol units, that all the rest of the spaces not have any free passes for not writing tickets; make them pay the tickets if they get them. Ms. Tatum stated that she and the other lawyers were trying to make a living and could not use these parking spaces if people cannot come into their offices. Ms. Tatum stated that if the Sheriff's Department employees or her employees are parked there all day, take care of the problem. Ms. Tatum stated that if the City is going to give the County some parking spaces on the inside, she would ask that they give them as few as possible on the outside because it is her position that they would use the other spaces anyway. Ms. Tatum stated that she is asking that Council take into consideration herself and the other lawyers around there who are trying to get some parking places for their clients.

In response to question by Councilmember Gorden, City Manager Maclin stated that, in his opinion, it is a strong indication of the City's enforcement as to why this is on the agenda tonight, that specifically the City's parking attendant has been giving out parking tickets to the Sheriff's cars.

City Manager Maclin stated that he received a frantic call one day from Sheriff Henson because the parking attendant said that their cars would be towed, and it turned out that these cars were privately owned cars of the Deputies and not Sheriff Department vehicles.

Councilmember Gorden stated that he expects that the Ordinance will be enforced for everyone. Councilmember Gorden stated that nobody is happy with the parking downtown. Councilmember Boyd stated that the parking the Judge is proposing is for Sheriff's Department units only and not for Sheriff's Department employees' personal vehicles.

In response to question by Councilmember Gorden, City Manager Maclin stated that the "No Parking" space on the corner is there to allow people who have to make deliveries and use the alley to be able to do so. Councilmember Gorden stated that they seems to be one space that is a "No Parking" space on Second Street that could

be utilized as a parking space. City Manager Maclin stated that he would have the Street Department look into this.

Mayor Bronaugh asked that Judge Berry give the City staff some time to rewrite the Parking Ordinance. City Manager Maclin stated that what his next request would be if Council approves this request, is to direct the City Attorney to make the corrections and amendments to the current Downtown Parking Ordinance and bring it back on the next Council agenda for final approval.

Motion was made by Councilmember Jack Gorden, Jr. and seconded by Councilmember Don Boyd that the City Attorney be directed to make the corrections and amendments to the current Downtown Parking Ordinance and bring it back to Council at their next meeting, December 15. A unanimous affirmative vote was recorded.

7. REPORT - TCA CABLE - LOCAL CABLE TELEVISION RATES REVISION

Mayor Bronaugh stated that the next item for consideration was a report from TCA Cable regarding revision of local cable television rates and billing dates.

Glenn Parker, General Manager of TCA Cable, stated that he would like to give Council an update of what they are doing in the Lufkin area. Mr. Parker stated that he presented each Councilmember a packet which included a financial report. Mr. Parker stated that TCA took over June 16 doing a trade with CableOne with some systems they had in the Oklahoma area. Mr. Parker stated that Lufkin meshed very well with their criteria and with what they are trying to do in clustering their systems and their local offices. Mr. Parker stated that their home office is in Tyler and that they are concentrating in the Texas, Louisiana, and Arkansas area. Mr. Parker stated that on September 1 they added PAX net to their line up, and as a company they thought this channel had good, family-oriented programs. Mr. Parker stated that they were also listening to their customers in the area with their concerns and issues and the first issue he was confronted with was the converter box issue. Mr. Parker stated that a lot of subscribers stated that they would like to see the cable company come up with a rate that better fit their criteria. Mr. Parker stated that some people did not want all the channels that were offered, and some were on a fixed income and could not afford the \$20 a month to pay for these channels. Mr. Parker stated that all of this was taken into consideration in determining what they could do to address these issues to try to make everyone as happy as they possibly could, and to be in compliance with the FCC as far as the regulatory rates. Mr. Parker stated that TCA Cable has a regulatory office in Tyler which keeps them in line with the regulatory offices and makes sure that they are filling out all the necessary papers and going by the law and guidelines that the FCC has set forth. Mr. Parker stated that CableOne was no longer going to offer what they call the 2 - 13 channel line up. Mr. Parker stated that CableOne's basic service was channel 2 - 49 for \$27.71. Mr. Parker stated that TCA Cable is bringing back the 2 - 13 plus 99, which is an extra channel for \$9.14. Mr. Parker stated that this will be for the people who do not want everything that is offered, and will meet the budget of those people on a fixed income.

Mr. Parker stated that the other issue was that CableOne offered eight additional channels for an extra \$2.83, and they will offer their standard service, which is 23 through 57 for \$20.16. Mr. Parker stated that TCA Cable will do away with the converter box, and any customer who has the basic service or standard service will no longer need the converter box as of December 1. Mr. Parker stated that if a customer wants Pay-per-view events or movies, a converter box will be required. Mr. Parker stated that it is estimated that 28% to 30% of the customers in Lufkin will need a converter box. Mr. Parker stated that also available will be the AB switches which will enable the customer to use the cable ready capabilities and do not want to use the Pay-per-view. Mr. Parker stated that in summation, roughly around 5,000 of their customers will get eight extra channels that they have never gotten in the past for \$1.59 more a month. Mr. Parker stated that an additional 4,500 customers

who did have everything that was available will see a reduction of \$1.24 in their monthly rate.

Mayor Bronaugh stated that customers think that their billing cycle has gone along at about the same time as this decrease and they are confused and think that their rates are going up rather than going down. Mr. Parker stated that what was originally done with CableOne was what they called a single billing cycle; all the bills went out at the first of the month. Mr. Parker stated that what they do with systems this size and larger is 10 cycles, with bills going out 10 times a month. Mr. Parker stated that as an example the customers on the seventh cycle are charged for service from the 7th of one month until the 6th of the next month. Mr. Parker stated that the service is not going up, it just changed in that first cycle to pay for the service they are already getting. The next cycle will be on target with the correct monthly service. Mr. Parker stated that every customer will be migrated through the cycle billing at the end of December.

In response to question by Councilmember Bowman, Mr. Parker stated that the first bill they sent out with the TCA format there was a message in the bill for them to be prepared to look for a new look and the fact that TCA would be doing cycle billing. Mr. Parker stated that, in his opinion, it is unfortunate that most people do not look closely at their bills. Mr. Parker stated that TCA had placed a legal notice in the newspaper on three different occasions. Mr. Parker stated that they were now trying to explain the process to the customers as they come in to complain.

Councilmember Bowman stated that the main complaint he hears is that the telephones are not being answered at the cable company. Mr. Parker stated that that is one of the issues they have been addressing since he has been here on a local level. Mr. Parker stated that a new phone system is scheduled to be included in their 1999 budget.

In response to question by Councilmember Bowman, Mr. Parker stated that he does live in Nacogdoches, but that he takes care of Nacogdoches, Lufkin, Livingston, Corrigan, Diboll, Burke, and Fuller Springs. Mr. Parker stated that they have the same staff for repairs as before, technically there are 11 staff people and seven people in the office. Mr. Parker stated that they are looking at putting on another part time person. Mr. Parker stated that his biggest challenge in addressing the phone issue is that they have had a substantial amount of walkins.

In response to question by Councilmember Bowman, Mr. Parker stated that he would do whatever it takes to service all the areas he manages.

Councilmember Bowman stated that another problem he has been called about is that people say their cable service has been out three or four days and call up for credit for that interrupted service. Councilmember Bowman stated that these people are being billed for service they do not receive and he wanted to know if Mr. Parker could do anything about that. Mr. Parker stated that he has not received any calls personally about this, but what he does is look at each complaint on an individual basis and if the problem was their fault, they will give the credit. Mr. Parker stated that a lot of times the problem is not with the cable service.

Councilmember Bowman stated that he would like to know if something could be done about the Houston channels. Mr. Parker stated that unfortunately there wasn't anything that could be done about losing the Houston channels. Mr. Parker stated that there are three hops on the microwave from Houston and they are sending signals out, and they will only go so far, and the signal is about the size of a flashlight beam. Mr. Parker stated that if there is bad weather between here and Houston, even though it is a beautiful day in Lufkin, it will reflect the reception on those channels. Mr. Parker stated that they are at the mercy of Mother Nature. Mr. Parker stated that they have two microwave techs and they stay busy.

Councilmember Bowman stated that it has been his observation that the cable

system of Lufkin has always been treated as a step-child by the previous owners and he hoped that Mr. Parker will try and do a better job and serve the people of Lufkin better than what they had before. Mr. Parker stated that TCA has had a good reputation wherever they have gone and they want to be a good neighbor to Lufkin.

In response to question by Councilmember Kuykendall, Mr. Parker stated that in training his staff, simplicity is a wonderful word. Mr. Parker stated that he will do whatever he needs to do to in communicating with the customers. Councilmember Kuykendall asked that when Mr. Parker is communicating to customers either through the written word or the spoken word that he would make the message clear enough that anyone would be able to understand.

Councilmember Gorden stated that he appreciated Mr. Parker coming to talk to the Council since he did not have to given that Congress had taken away Council's authority to say what the cable company could do. Councilmember Gorden stated that Council had heard everything that Mr. Parker had said before, and it is his personal belief that the cable industry is the least responsive monopoly that is going in this country today. Councilmember Gorden stated that he was very skeptical about what Mr. Parker had said. Mr. Parker stated that he liked a challenge and his challenge would be to prove to Council that they would do what they say even if he has to get a new manager. Mr. Parker stated that he would not take what Councilmember Gorden had to say personally, but that this is his job and it is what he gets paid to do.

In response to question by Councilmember Bowman, Mr. Parker stated that he thought that the cable franchise was good for another ten years. City Manager Maclin stated that one of the franchise agreements is up in 2003. In response to question by Councilmember Bowman, City Manager Maclin stated that the City could open up the competition today, it has nothing to do with TCA Cable's franchise, but has to do with renewal of his franchise. City Manager Maclin stated that this is not a exclusivity franchise, but it has to do with negotiating what the fee is going to be that is paid to the City for the use of City right-of-way. City Manager Maclin stated that if another cable company came to Council and wanted to receive a franchise for operation of cable service, they have been able to do that for years. In response to question by Councilmember Bowman as to whether or not the Council could invite other cable companies to come to Lufkin, City Manager Maclin said, "Yes".

In response to question by Councilmember Gorden, City Manager Maclin stated that the "window" is a renewal of a franchise to operate. Councilmember Bowman stated that he is willing to give TCA Cable a trial period, but that he would like to look at them again in six months.

Mr. Parker stated that if Councilmembers receive complaints from customers, he would be happy for them to contact him. Mr. Parker stated that he is in Lufkin several times a week.

In response to question by Councilmember Gorden, Mr. Hager stated that typically there is a provision in the franchise for an audit. Councilmember Gorden stated that he would like for staff to check on auditing the franchise tax for the cable system, and that the cable company pay for the audit. Mr. Hager stated that the company submits a sworn statement that the franchise tax is a factual accounting of their revenues.

8. CITY COUNCIL MEETING - CANCELLED - DECEMBER 1, 1998

Mayor Bronaugh stated that the next item for consideration was the postponement or cancellation of the regular December 1, 1998 City Council meeting.

City Manager Maclin stated that Mr. Boyd and Mr. Kuykendall will be attending the National League of Cities Conference beginning December 1st, a City Council

meeting date. City Manager Maclin stated that he did not know if there were any other conflicts but felt that Council needed to go ahead and address this today rather than wait until right before the meeting. City Manager Maclin stated that at this time there is nothing of major significance that Council needed to consider.

Mr. Hager stated that one item that needs Council approval is computer cabling in City Hall for the local area network. City Manager Maclin stated that there is also some sewer extension projects that need Council approval, which could be considered in a brief, called meeting.

Motion was made by Councilmember Betty Jones and seconded by Councilmember Bob Bowman that the December 1, 1998 City Council meeting be postponed until December 15, 1998. A unanimous affirmative vote was recorded.

9. CONTRACT - APPROVED - SEWER MAIN IMPROVEMENTS - LOOP 287 NORTH - J & D CONSTRUCTION

Mayor Bronaugh stated that the next item for consideration was the award of a contract for Loop 287 North Sewer Main Improvements.

City Manager Maclin stated that this is an extension of sewer service at Sayers and MLK for a new home that is being built in that area, and to be able to handle growth and additional facilities in that area. City Manager Maclin stated that the staff recommendation is the low bid of J & D Construction in the amount of \$21,875.

Motion was made by Councilmember Don Boyd and seconded by Councilmember Bob Bowman that contract for Loop 287 North Sewer Main Improvements be awarded to J & D Construction in the amount of \$21,875 as submitted. A unanimous affirmative vote was recorded.

10. BID - APPROVED - PORTABLE AIR COMPRESSOR - STREET DEPARTMENT - LUFKIN SUPPLY

Mayor Bronaugh stated that the next item for consideration was bids for a portable air compressor for the Street Department.

City Manager Maclin stated that included in the Council packet is a bid tabulation, and the staff recommendation is the low bid of Lufkin Supply in the amount of \$11,450.

Motion was made by Councilmember Don Boyd and seconded by Councilmember R. L. Kuykendall that the bid of Lufkin Supply in the amount of \$11,450 for a portable air compressor for the Street Department be approved as submitted. A unanimous affirmative vote was recorded.

11. BID - APPROVED - PLAYGROUND EQUIPMENT - ELLEN TROUT PARK - THOMPSON RECREATION PRODUCTS

Mayor Bronaugh stated that the next item for consideration was bids for playground equipment for the Ellen Trout Park.

City Manager Maclin stated that included in the Council packet is a bid tabulation, and the staff recommendation is the low bid of Thompson Recreation Products in the amount of \$20,379. City Manager Maclin stated that this is part of the on-going program to update the playground equipment in all the City's parks to modern, attractive, colorful equipment.

Motion was made by Councilmember Bob Bowman and seconded by Councilmember Betty Jones that the bid of Thompson Recreation Products in the amount of \$20,379 for playground equipment for the Ellen Trout Park be approved as submitted. A unanimous affirmative vote was recorded.

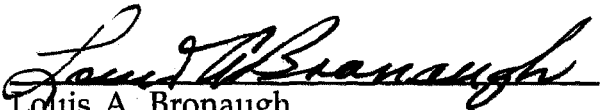
12. EXECUTIVE SESSION

Mayor Bronaugh recessed Regular Session to enter into Executive Session at 6:07 p.m. Regular Session was reconvened at 6:49 p.m. and Mayor Bronaugh stated that attorney-client matters were discussed and no decisions were made.

13. COMMENTS

City Manager Maclin stated that there will be a brief called meeting at 8:00 a.m. Friday morning.

14. There being no further business for consideration, meeting adjourned at 6:50 p.m.


Louis A. Bronaugh
Mayor

ATTEST:


Atha Stokes Martin - City Secretary