

# **City of Grand Prairie**

City Hall 317 College Street Grand Prairie. Texas

# Minutes - Final City Council

Tuesday, August 19, 2014

4:30 PM

City Hall - Briefing Room 317 College Street

#### Call to Order

Mayor Jensen called the meeting to order at 4:30 p.m.

Present 8 - Mayor Ron Jensen

Mayor Pro Tem Richard Fregoe
Deputy Mayor Pro Tem Tony Shotwell
Council Member Jorja Clemson
Council Member Greg Giessner
Council Member Jim Swafford
Council Member Lila Thorn

Council Member Jeff Wooldridge

Absent 1 - Council Member Jeff Copeland

## **Staff Presentations**

1

Sister City Committee - Mission and 5-year Strategic Business Plan - Presented by Brenda Reuland, Sister City Committee Chairman

Brenda Reuland, Sister City Committee Chairman, presented the Grand Prairie Sister City Mission and Five-Year Strategic Plan. She stated the committee has a potential sister city connection with Metepec, Mexico. She said the sister city connections would enhance partnerships between Grand Prairie and international communities; make connections that lead to international commerce; build friendships through cultural exchanges; and create future leaders through youth programs. Ms. Reuland stated the committee had looked at future funding opportunities including dues, corporate donations, foundation and federal grants and student program tuition. She said the committee will be holding an event on September 25 at 5:00 p.m. at Lone Star Park and will be inviting city leaders and local businesses to learn more about Sister City opportunities. Mr. Hart said he liked the economic development ties that could be established. Ms. Reuland said the committee looked at how Fort Worth developed their programs and it will take a joint effort of the board and the city to look at economic development opportunities.

#### **Presented**

2

Solid Waste and Recycling Program Recommendations - Presented by Dr. Patricia Redfearn, Solid Waste Manager

Dr. Patricia Redfearn, Solid Waste Manager, said that there will be a 3% rate increase to \$14.38 for residential customers. The last rate increase was in 2012. Dr. Redfearn distributed maps showing the proposed recycle and garbage pickup service areas as they are currently and the proposal to balance the service areas. She said this balancing is necessary because of the significant growth in the southern part of the city. Mayor Jensen asked how this information would get out to residents. Dr.

Redfearn said there would be a large public advertisement campaign to include a direct mailer to those affected, yard signs, and billboards. She said that the rebalancing proposal included the elimination of Saturday collection for recycling. Council Member Swafford asked if District 2 residents would go from Tuesday/Friday garbage pickup to Wednesday/Saturday and Wednesday recycling pickup. Dr. Redfearn replied that was correct.

Deputy Mayor Pro Tem Shotwell asked when these changes would take effect. Vince Hrabal, Republic Waste Services, said they would like to begin November 1 or December 1. Deputy Mayor Pro Tem Shotwell said it should be made concurrent with the water rate increases. He asked Mr. Hrabal what kind of educational program Republic would do. Mr. Hrabal said direct mail is the most effective media to get out information, then door hangers and water bill inserts (funded by Republic). He said there would also be signs at entrances to neighborhoods and this campaign would last over a three to four-week period.

Dr. Redfearn then presented a proposal for the Commercial Bag-to-Cart Program in an effort to clean up the appearance on Main Street and Jefferson. She said there are 450 business on these streets. The cost to the business would be \$22.48 per cart but a loss of an estimated \$38,286 to the city. Dr. Redfearn said Republic would bill all commercial customers to include these businesses. Deputy Mayor Pro Tem Shotwell said he did not like carts because they end up being in the middle of the street and turned upside down and left out for days. Jim Cummings, Environmental Services Director, said carts will be picked up behind the businesses and these carts will be rolled out on collection day and will replace some small dumpsters that are there all the time.

Dr. Redfearn then presented a proposal for residential curbside carts in an effort to reduce windblown materials; reduce the burden to litter crews and creekside cleanup events; increase recycling tonnage; and decease demand on landfill resources. Challenges to the residential curbside carts include possible impact on alley collection and increased cost. Dr. Redfearn distributed a map showing areas in the city that have recycling collection in alleys. The cost with the current 5-year contract would be an increase of \$2.40 per household per month for a total monthly rate of \$16.72; if the contract were to be extended to ten years, the increase would be \$1.83 per household per month, for a total monthly rate of \$15.81. Mayor Jensen asked if the closure fund would receive more money as a result of these rates. Mr. Cummings said it would depend upon the tonnage averted. Mr. Hart asked if there was a cash option if the city wanted to pay up front for the bins. Mr. Cummings said the carts cost \$2 million because they have to recover the upfront costs for carts and trucks.

Mayor Pro Tem Fregoe asked if the recycling carts would eliminate alley pickup. Dr. Redfearn said there would be no alley pickup for recycling. Mr. Fregoe stated it would be difficult for those with alleys and who would be storing the cart in their garage then they would have to bring it around the house to the front for pickup. Sometimes there is no space to bring it around because the fences meet. Mr. Hart said there seemed to be no right or wrong answer to this issue. Council Member Giessner said he was in favor of carts. He said it signifies a progressive city that would attract residents and businesses and he added that several upscale cities have gone to the carts. Deputy Mayor Pro Tem Shotwell said that several years ago Council discussed not having alley pickup and people were very much against it; in addition it costs people who do not recycle. Council Member Thorn said she thought the carts made sense because there are so many complaints about items blowing out of bins. Council Member Wooldridge said he favored carts and there were some homes with alleys in his district. Mr. Cummings replied that those homes currently do not have alley

collection. He said that some time ago the city did away with any added alley collection, so newer homes were not provided with alley collection. Mayor Pro Tem Fregoe said the carts do not seem to be a viable solution for those who have alley pickup and cannot get the carts around the house. Council Member Swafford said he agreed with Mr. Shotwell and Mr. Fregoe. He added that the same people who complain about the bins and stuff blowing out will be the same people who will leave their carts out. Mr. Cummings said that Republic does not leave carts in the street because these are automated and placed back where they were left. Council Member Wooldridge said recycling gets blown around and the HOA will probably police the carts.

Deputy Mayor Pro Tem Shotwell asked if bins could be modified to include a top to prevent recyclables from blowing around. Mayor Jensen added that streets with bar ditches would be difficult. He said if the Council is not fully behind this proposal, he would be inclined to say this is not the right time. He said staff could bring the proposal as a separate item to Council. Mr. Hart said that a city survey is currently being done and it will include a question on recycling carts. Mr. Swafford said none of this is in the budget. Mr. Hart said he would share the results of the survey and will not put an item on the agenda for recycling carts if Council does not request it. Deputy Mayor Shotwell said he had concerns about the use of carts for businesses on Jefferson.

#### Presented

#### **Agenda Review**

Mr. Hart referred to Item 21 (SUP140701 Acker Transportation). He said the gravel base on the truck storage lot was tested and it will hold a fire truck. He said that staff has no issue, but allowing the gravel rather than concrete could set a precedent. Council Member Swafford asked when the removal of an SUP on Great Southwest would be on the Council Agenda. Mr. Crolley said that would be on the September 2 agenda. Council Member Wooldridge referred to Item 17 (Speed Limit on Lake Ridge Parkway) and asked when that would go into effect. Chief Dye replied after Council passes the ordinance (NOTE: the ordinance will be published and is in effect five days after publication per the City Charter).

#### **Executive Session**

There was no executive session.

## **Recess Meeting**

Mayor Jensen recessed the meeting at 5:30 p.m.

6:30 PM Council Chambers

Mayor Jensen reconvened the meeting at 6:30 p.m.

Larry Land, VRM Chaplain, gave the invocation. The Pledge of Allegiance to the US Flag and to the Texas Flag was led by Council Member Thorn.

#### **Presentations**

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**3** Eagle Scout Certificate - Presented to Kenneth Tillman, Jr.

Mayor Jensen presented a certificate to Kenneth Tillman Jr. for having achieved the Eagle Scout rank.

**Presented** 

## **Consent Agenda**

**4** Minutes of the July 22, 2014 CIP Worksession and the August 5, 2014 Meeting

#### Approved on the Consent Agenda

Contract with J. Bob's Kettle Corn dba Harrison Foods, for one year with four one-year renewal options for concession at Prairie Lights with a 20% commission back to the City, based on gross revenues collected by vendor of \$120,000 (Estimated).

#### Approved on the Consent Agenda

One-year Wrecker/Towing Service Contract, which is the fifth of ten available one-year renewals with the current wrecker contractor, Dave's Hi-Way Wrecker Service

#### Approved on the Consent Agenda

Mutual agreement with the Grand Prairie Independent School District to serve as a "Facility" to provide an internship for assisting in the teaching of school district students in their Career and Technical Education (CTE) Program

## Approved on the Consent Agenda

Change Order #1 with Gardner Telecommunications, Inc. of Mesquite, TX in the amount of \$6,392 for the installation of fiber conduit to the proposed video board structure at Carrier Pkwy at IH 20 to facilitate communication to the new digital signs.

## Approved on the Consent Agenda

Price agreement for utility cut restorations from New Star Grading (\$1,156,800 annually) and a secondary award to VA Construction, Inc. for one year with the option to renew for four additional one year periods totaling \$5,784,00 if all extensions are exercised; and authorize the City Manager to execute the renewal options with aggregate price fluctuations of the lesser of up to \$50,000 or 25% of the original maximum price so long as sufficient funding is appropriated by the City Council to satisfy the City's obligation

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	during the renewal terms				
	Approved on the Consent Agenda				
10	Purchase of haul tractor from Porter Truck Sales, in the amount of \$76,473.50, and a 55-ton detachable neck trailer from Interstate Trailers, Inc, in the amount of \$63,796.00, for a total cost of \$140,269.50  Approved on the Consent Agenda				
	Approved on the concent Agenda				
11	Revision to fully exercised price agreement total for the Reynolds Asphalt & Construction, Co. for pavement resurfacing service from \$12,098,670 to \$14,878,844 (Ref: 8/5/14 Council Agenda Item 14-3852)				
	Approved on the Consent Agenda				
12	Construction contract with PC Contractors, LLC in the amount of \$108,914.02 for the Ed Smith Court storm drain outfall improvements; material testing in the amount of \$6,376.75, in-house engineering in the amount of \$5,445; a 5% contingency of \$5,445 for a total project cost of \$126,180.77				
	Approved on the Consent Agenda				
13	Professional engineering services contract with Freese and Nichols, Inc. in the maximum amount of \$219,000, for professional design and surveying services for Oakdale Road paving and drainage improvements between Roy Orr Blvd and State Highway 161				
	Approved on the Consent Agenda				
14	Resolution designating Asia Times Square as a reinvestment zone and granting a 50% / 7 year partial tax abatement to LGSW Capital Investment, LLC (Asia Times Square) on real estate improvements				
	Adopted				
	Enactment No: RES 4712-2014				
15	Resolution to Appoint Judge Paul Hamilton as an Alternate Judge of the Municipal Court				
	Adopted				
	Enactment No: RES 4713-2014				
16	Ordinance amending Schedule III of the Traffic Register setting effective times and 20 mph reduced speed school zone on Church Street between NE 2nd St and NE 4th St for Uplift Grand Preparatory Academy				
	Adopted				
	Enactment No: ORD 9743-2014				
17	Ordinance amending Schedule II of the traffic register by establishing a 45				

mph speed limit on Lake Ridge Pkwy. from Polo Road to IH 20

#### Adopted

Enactment No: ORD 9744-2014

18

Ordinance amending the FY 2013/2014 Capital Improvement Project Budget and a contract with Espey Consultants, Inc. DBA RPS for wastewater issues support in the amount of \$61,000, plus a 5% contingency of \$3,050, for a total of \$64,050

#### **Adopted**

Enactment No: ORD 9745-2014

## **Public Hearing Consent Agenda**

19

SU140201/S140201 - Specific Use Permit/Site Plan - 4412 E Jefferson St (City Council District 5). Consider a request for approval of a Specific Use Permit and Site Plan for an Auto Salvage facility on 4.215 acres. The property, zoned Heavy Industrial (HI) and within the Central Business District No. 4, is located north of East Jefferson Street and east of Woodland Drive. The agent is Adel Zantout, JEA HydroTech Engineering, Inc. and the owner is Michael Miller. (Staff recommends the City Council table this case until it is heard by the Planning and Zoning Commission.)

Mayor Pro Tem Fregoe moved, seconded by Council Member Thorn, to table Case SU140202/S140201. The motion carried unanimously.

## **Public Hearing on Zoning Applications**

20

S140602 - Site Plan - Wildlife Commerce Park Building II (City Council District 1). Approve a site plan to construct a 344,400-square-foot speculative warehouse building. The 17.22-acre property, generally located at the southwest corner of the Wildlife Parkway/Belt Line Road intersection, is zoned Planned Development 217C (PD-217C) for Commercial, Retail, and Light Industrial. The applicant is Lorelei Mewhirter, O'Brien & Associates. (On June 2, 2014, the Planning and Zoning Commission recommended approval of this request by a vote of 7-0. City Council tabled this case on July 15, 2014.)

Jim Hinderaker, Chief City Planner, said this case was a Site Plan to approve construction of a 344,400 sq. ft.for a spec warehouse building. The property is Zoned PD217C for Commercial, Retail and Light Industrial. He said the case was tabled by Council on July 15 2014 waiting for the TIA (Traffic Impact Analysis). He said the surrounding property was largely undeveloped. Mr. Hinderaker said the site plan was in confomance with provisions of the UDC and PD217C. He said the applicant had requested no appeals and the Planning and Zoning Commission recommended approval. Mr. Hinderaker pointed out that this case pertained only to Building 2. The loading docks are on the south and north side and parking is on the east and west sides of the property. He said there is access all around the building.

Mr. Hinderaker said the Planning and Zoning Commission recommended approval and staff recommended approval subject to the Development Review Committee conditions.

Will Mundinger, 3819 Maple, Dallas, TX, 75219, submitted a speaker card and was present to speak if necessary.

Deputy Mayor Pro Tem Shotwell asked Mr. Hinderaker about the Development Review Committee conditions. Mr. Hinderaker said they are standard conditions stating that the applicant needs to comply with the site plan and landscaping plans that have been submitted.

Deputy Mayor Pro Tem Shotwell asked Walter Shumac, Transportation Director, about the TIA and the main road that goes in across from Lone Star Park which is to be built when Building 3 is started or if increased traffic demands it per the recommendations of the TIA. He asked if that would be put in the ordinance. Bill Crolley, Planning Director, said that could be added to the ordinance as a condition. Deputy Mayor Pro Tem Shotwell said he was concerned that in the TIA all vehicles were estimated to be 25' and asked if anyone looked at what kind of traffic problem extra trucks on Beltline would cause. Mr. Shumac said that was a question when they were putting together the TIA. He said the engineer is present who did the TIA. Mr. Shumac said he did not believe that was looked at indepth in the TIA.

Council Member Clemson moved, seconded by Council Member Swafford, to close the public hearing and approve Case S140602 with the condition that the Traffic Impact Analysis recommendations be included. The motion carried.

Ayes: 7 - Mayor Ron Jensen; Mayor Pro Tem Richard Fregoe; Council Member Jorja Clemson; Council Member Greg Giessner; Council Member Jim Swafford; Council Member Lila Thorn and Council Member Jeff Wooldridge

Nayes: 1 - Deputy Mayor Pro Tem Tony Shotwell

SU140701 - Specific Use Permit - Acker Transportation Services (City Council District 1). Approval of a Specific Use Permit for Truck Equipment Sales and Service with Outside Storage on 4.207 acres. The subject property, addressed as 400 E. Shady Grove, is zoned Light Industrial (LI) District and located west of N. Belt Line Road on the south side of E. Shady Grove. The applicant is Stephen Acker, Acker Transportation Services and the owner is A. R. Taylor. (On July 7, 2014, the Planning and Zoning Commission recommended approval of this request by a vote of 5-1. The City Council tabled this item on July 15, 2014.)

Mr. Hinderaker stated this case had been tabled on July 15, 2014 by Council so that a geotechnical study could be performed on the parking lot to determine if it could hold an emergency vehicle in lieu of concrete. The geotechnical report stated it is stable enough to support an emergency vehicle. Mr. Hinderaker said the SUP was for trailer sales and service and its main access would be off of Shady Grove Road. He said there is a gate into the storage yard with gravel which is stable. Hours of operation would be 8:00 a.m. to 5:00 p.m., Monday through Friday. The facility would have storage of semi-trailers for lease and sale. It can hold 109 trailers but normally there would be only 20-25 on the property according to the applicant. Mr. Hinderaker said there is a fencing requirement for wood screening and dumpster screening. The Planning and Zoning Commission recommended that the dumpster be moved into the storage yard. Mr. Hinderaker said there were five soil borings to confirm that the

parking lot could support the weight of an emergency vehicle. The recommendation of the Planning and Zoning Commission was to grant all appeals including no concrete of the storage yard; requirement that the access approach has a widened concrete apron at the gate; no parking or storage in front of property which is not screened; dumpster be relocated inside of primary storage yard; in lieu of fire lanes being striped on gravel, the applicant would post signs in compliance with Fire Marshall; and there would be a Knox box on gate. Mr. Hinderaker said staff was not supportive of waiving the concrete paving requirement. Mayor Jensen said this was an unusual case because there are not many places where this type of gravel base was laid.

Walter Nelson, 3012 Hobble Court, stated he was in agreement with the recommendations, but referred to the drive approach itself and said he could not promise concrete because Shady Grove is asphalt so the apron should be asphalt. He said the site had been previously used by Irving as an auto pound and the surface of the parking lot will hold a 2-axle, 60,000 lb. vehicle.

Council Member Clemson moved, seconded by Council Member Giessner, to close the public hearing and approve Case SU140701 with recommendations and conditions of the Planning and Zoning Commission. The motion carried unanimously.

Enactment No: ORD 9746-2014

SU140702 - Specific Use Permit - 521 W. Marshall Drive (City Council District 2). Consider a request for a Specific Use Permit for Automotive Uses; Tire Sales (New and Used), Car Wash and Detailing, Quick Lube & Tune Services (Oil Change), and Minor Auto Repair. The subject property is located at 521 W. Marshall Dr. and zoned General Retail District (GR). The owner/applicant is Pastor Gomez. (On August 4, 2014, the Planning and Zoning Commission denied this request by a vote of 8-0.) This case is being appealed per Article 1 Section 1.11.5.9 of the Unified Development Code.

Mr. Hinderaker stated this case was for an auto-related business at 521 W. Marshall Drive. He said that following the Planning and Zoning Commission hearing, the applicants revised their request. They are asking for a facility with oil change and lube with minor auto repair and state inspections reduced the case to one phase. They will be removing the existing north canopy and paving the parking area. They will pave a dumpster area as well. Bay 1 will be used for storage; Bay 2 will be used for state inspections; and Bay 3 will be used for oil changes with minor auto repair. There will be no outside storage or display. Mr. Hinderaker said the application originally had appeals for no dumpster enclosure and landscaping, but have eliminated these requests. He said staff continued to recommend denial because of the close proximity to residential properties.

Janett Espejer, 938 Pangburn Street, stated she was one of the owners and that she is trying to meeting all the requirements as much as possible. Ms. Espejer said she removed the request for tire installation and sales but requested to have an oil change component. She said this property had not been used for the past seven years. She said she has another location in Dallas near single family homes and have not had any violations. Mr. Espejer said she would like an opportunity for six months to a year to meet all requirements or if there are violations they can be shut down.

Council Member Swafford asked Ms. Espejer if she had closed on this property. She replied that she had closed on the property. Mr. Swafford asked why she would

close on the property before this is approved. She replied that she had spoken with the pastor of the church behind this property and he said he talked to someone at the city and there should not be any issues.

Simry Ramirez, 204 Memory Drive, Fort Worth, said they had removed the tire shop from this request because of noise. They would have cars coming in and out with the inspections and oil change and minor repairs but it should not result in a large amount of traffic coming into the business at any one time. He said he would like the opportunity to be part of the community.

Council Member Swafford stated that too many changes had been made to this application since the Planning and Zoning Commission had heard the case, and he felt it should be remitted back to the Planning and Zoning Commission.

Council Member Swafford moved, seconded by Council Member Wooldridge, to refer Case SU140702 back to the Planning and Zoning Commission and bring it back to Council on September 16, 2014. The motion carried unanimously.

Ayes: 8 - Mayor Ron Jensen; Mayor Pro Tem Richard Fregoe; Deputy Mayor Pro Tem Tony Shotwell; Council Member Jorja Clemson; Council Member Greg Giessner; Council Member Jim Swafford; Council Member Lila Thorn and Council Member Jeff Wooldridge

SU140801/S140801 - Specific Use Permit/Site Plan - Home 2 - Suites by Hilton (City Council District 4). Approve a site plan to construct a four-story-63,225-square-foot-63-room hotel. The 2.30-acre property, located at 2123 W. IH-20, zoned Planned Development 30 (PD-30) for commercial, retail, and residential uses, is within the Interstate 20 Highway (I-20) Overlay District. The agent is Amir Safvat, Mayse and Associates, Inc. and the owner is Daryl Snadon, I-20 and Matthew Road Partners, LLC. (On August 4, 2014, the Planning and Zoning Commission recommended approval of this request by a vote of 8-0.)

Mr. Hinderaker said the SUP requirement stemmed from the proximity to the LaQuinta because the UDC requires an SUP if a hotel is within 900' of an existing hotel. The site plan is required because it is in a PD and the I-20 Corridor Overlay District. Mr. Hinderaker said the site is 2.3 acres in size. The applicant is proposing direct access from Matthew. The site plan exceeds the required landscaping. He said the I-20 Overlay District requires many articulations, but this is site plan is more modern than those articulations. The applicant has requested the following appeals: increase in floor area ratio .5:1 code to .73:1; additional height from the 25' maximum to 64' 5"; horizontal and vertical articulation; cornice treatment along roofline; covered walkways; glazing; roof elements; and pitch element. Mr. Hinderaker said staff is not in full support because of the requested modifications.

Ron Smith, 14850 Quorum Drive, Suite 201, Dallas, 75253, architect for Home 2 by Hilton, stated that one of these hotels has been built in Frisco and one has been approved for Addison, and one is being constructed in north Irving. The hotel will have a 100% masonry façade. He said the neighboring LaQuinta is similar size so this building fits well in the area. He said the architecture style is important to Hilton. Mr. Smith said the developer is looking to purchase the land after Council approval. He said this is a higher end hotel and more modern in style and he is not able to achieve the required I-20 Corridor requirements with Hilton's product.

Council Member Wooldridge asked if the main entrance would be on Matthew. Mr.

Smith said the front door faces I-20 but the porte-cochere is on Matthew. There is a joint entry with the LaQuinta and they will also build their own entry on Matthew and patrons can drive through Jason's warehouse.

Mayor Pro Tem Fregoe moved, seconded by Council Member Swafford, to close the public hearing and approve Case SU140801/S140801 as recommended by the Planning and Zoning Commission. The motion carried unanimously.

Ayes: 8 -

8 - Mayor Ron Jensen; Mayor Pro Tem Richard Fregoe; Deputy Mayor Pro Tem Tony Shotwell; Council Member Jorja Clemson; Council Member Greg Giessner; Council Member Jim Swafford; Council Member Lila Thorn and Council Member Jeff Wooldridge

Enactment No: ORD 9747-2014

## **Items for Individual Consideration**

24

Public hearing on proposed tax rate - Hold a public hearing seeking citizen comments on proposed tax rate of \$0.669998 per \$100 assessed valuation in accordance with the Texas Property Tax Code

Mayor Jensen stated that the proposed tax rate is the same tax rate as it has been for many years. He asked anyone who wished to come forward and speak to do so at this time. No one came forward to speak.

#### **Approved**

25

Appoint Members of the Crime Control and Prevention Board for two-year terms

Mayor Pro Tem Fregoe moved, seconded by Council Member Giessner, to reappoint Jeff Wooldridge, Jorja Clemson and Jeff Copeland to the Crime Control and Prevention Board with terms to expire September 1, 2016. The motion carried unanimously.

26

Appointments to City Boards

Mayor Pro Tem Fregoe moved, seconded by Council Member Thorn, to appoint John Newman to the Airport Advisory Board with a term to expire July 31, 2017; appoint Ray Bush to the Commission on Aging with a term to expire July 31, 2017; and reappoint Vernon Proctor to the Dallas County Flood Control District 1 with a term to expire August 31, 2016. The motion carried unanimously.

Ayes: 8-

Mayor Ron Jensen; Mayor Pro Tem Richard Fregoe; Deputy Mayor Pro Tem Tony Shotwell; Council Member Jorja Clemson; Council Member Greg Giessner; Council Member Jim Swafford; Council Member Lila Thorn and Council Member Jeff Wooldridge

#### **Citizen Comments**

There were no citizen comments.

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Mayor Jensen adjourned the meeting at 7:32 p.m.

The foregoing minutes were approved at the September 2, 2014 meeting.

Catherine E. DiMaggio, City Secretary