

**CITY OF COLUMBIA
CITY COUNCIL BUDGET WORKSHOP MINUTES
APRIL 12, 2011 – 9:00 A.M. to 12:00 P.M.
CITY HALL - 1737 MAIN STREET**



The Columbia City Council conducted a Budget Workshop on Tuesday, April 12, 2011 in the City Council Conference Room located at City Hall, 1737 Main Street, Columbia, South Carolina. The Honorable Mayor Pro-Tempore Belinda F. Gergel called the meeting to order at 9:10 a.m. and the following members of Council were present: The Honorable Sam Davis, The Honorable Tameika Isaac Devine, The Honorable Daniel J. Rickenmann and The Honorable Leona K. Plaugh. The Honorable Mayor Stephen K. Benjamin arrived at 9:11 a.m. and The Honorable Brian DeQuincey Newman was absent. Also present were Mr. Steven A. Gantt, City Manager and Ms. Erika D. Salley, City Clerk.

CITY COUNCIL DISCUSSION / ACTION

1. Hospitality Tax Fund

Mr. Steven A. Gantt, City Manager reported that we are projecting \$7.7 million in Hospitality Tax collections and \$14,000 in fines and late fees, for a total revenue amount of \$7,714,000. The expenditures are: Hospitality Tax Committee \$2,552,000; EdVenture \$509,850; Columbia Museum of Art \$695,250; and the Historic Columbia Foundation \$451,500.

Councilor Rickenmann asked if any of the funds for the Historic Columbia Foundation are for capital expenditures.

Councilor Devine said that it's for maintenance.

- **Mayor Benjamin arrived at 9:11 a.m.**

Mr. Steven A. Gantt, City Manager said that the State Museum will receive \$200,000 for capital expenditures as part of the second year of our five-year funding commitment.

Councilor Devine asked if the State Museum received state funds, because the city funds were to be used as a match.

Mr. Steven A. Gantt, City Manager said that he would check on that. He continued to report on the transfers out of the Hospitality Tax Fund to include \$1,000,000 to the General Fund for Park Rangers and \$2,079,702 for debt service payments for our Hospitality Tax Bonds.

Councilor Rickenmann asked why the amount of debt service is more this year; I thought it was always \$1.5 million.

Mr. Steven A. Gantt, City Manager said that this is required by the bond schedule. He asked the Finance Director to provide the payback schedule for the bonds. That leaves us with \$3,079,702 being transferred out and the budget is balanced at \$7,714,000.

Mr. Bill Ellis, Finance Director explained that the correct amount wasn't transferred over for debt service; therefore, we are splitting the amount over two years to pay the required bond

sinking fund.

Mr. Steven A. Gantt, City Manager asked if surplus funds can be used to make up the allocation.

Ms. Missy Caughman, Budget Director said that they will amend the report to reflect the fund balance.

Councilor Rickenmann asked why we are taking it out of the revenue when we have the funds to cover debt service.

Mr. Bill Ellis, Finance Director explained that the funds have to be transferred as an expense in the current year, but it seems more appropriate to split the error over two years. It will take a vote of Council to amend the current year's budget in order to pay the debt service.

Councilor Rickenmann disagreed. I want a clean slate.

Councilor Devine suggested that we transfer the funds now, instead of counting on next year's revenue to pay the other half.

A motion made by Ms. Plough to amend the fiscal year 2010/2011 budget to pay the full debt service, was withdrawn.

Councilor Gergel requested to see the fund balance and the balance of the reserve funds.

Councilor Rickenmann reiterated that the Council wants the summary report to reflect the fund balance; the proper budget amendment would be made at the recommendation of the Finance Director and placed on the agenda for Council's consideration. We should keep a percentage of the fund as a contingency.

Councilor Plough said that the committee uses criteria to make decisions on funding applications that I am unfamiliar with. We should ask the committee to put those criteria in writing to ensure that applicants understand that they may be given lower consideration for funding, even though they generate money for this fund.

Ms. Libby Gober, Council Liaison replied that the criteria aren't in writing, but it's very simple, it has to replenish the pot; it has to draw people into the City of Columbia. Almost all of the applications are eligible, but then it comes down to dollars. Several years ago, this committee asked if there were criteria that you wanted the committee to go by. There is \$10,000 remaining in the contingency fund.

2. Accommodations Tax Fund

Mr. Steven A. Gantt, City Manager reported that we are projecting \$1,225,000 in revenue and transfers. I have asked staff to check the fund balance for Accommodations Tax, as well. The Conventions and Visitors Bureau will receive their normal allocation of \$1 million and Lake Murray Tourism will receive \$150,000. The 5% allocation is \$50,000 of which \$25,000 will remain in the General Fund for committee expenses and \$25,000 will go towards Together We Can.

Councilor Devine explained that Together We Can may be expanded to include 2nd and 3rd graders.

Councilor Plough asked that Together We Can be expanded to all schools within Richland School District One.

Mr. Steven A. Gantt, City Manager reminded the Council of the Coliseum rental expense until December 31, 2011.

Councilor Gergel explained that \$25,000 match funding is needed for the Our Town federal grant. This is a \$25,000 competitive grant available through the National Endowment for the Arts.

Ms. Teresa Wilson, Director of Governmental Affairs presented the Our Town Grant as a planning grant for the arts. The grant is written as such that it explains the disparate nature of the many arts groups in Columbia; many of them have gone in different directions and this is an opportunity to plan; bring groups together; and do some strategic planning under the categories that have been outlined through the Arts and Historic Preservation Committee. We submitted a Statement of Interest when the arts groups asked for assistance. We have been trying to assist the group with flushing this out. I've told Mr. Gantt that it's due on April 25th and we must commit to the \$25,000 match. If awarded, the grant wouldn't start until after July 1, 2012; theoretically, you could appropriate funds in the next fiscal year's budget through the Hospitality Tax Fund. We submitted a preliminary budget along with the Statement of Interest for planning-type tasks that a Cultural Director would handle or the Cultural Council. The Letter of Intent is non-binding and the application is very in-depth. We need security in knowing that we would have the arts groups or the Cultural Council help us make the application. Who will implement the grant?

Councilor Rickenmann said that it is time for the Cultural Council and the arts community to provide the information and be a part of this.

Mayor Benjamin said that we should make it clear that we expect the Cultural Council to monitor its resources to make sure that they help us with the application and the execution of the grant.

Ms. Teresa Wilson, Director of Governmental Affairs reminded the Council that the City of Columbia is the applicant and if the grant is awarded, someone will have to be able to provide information to the entity on outcomes, measurements and compliance issues. The Statement of Interest outlines the key groups as the Columbia City Ballet, the Historic Columbia Foundation, Nickelodeon Theater and the Renaissance Cultural Center. It also states that there are over 500 groups and 28 organizations that have been a part of the regional One Columbia initiative.

Mr. Steven A. Gantt, City Manager asked if we will incur any costs related to the application process.

There was a consensus of Council that there should be no cost associated with the application process and that the public safety grants are the priority of the City's Grant Writer.

Councilor Rickenmann suggested that the Council commit to \$25,000 from the Hospitality Tax Fund if the grant is awarded, with the caveat that either the Cultural Council of Richland

and Lexington Counties or One Columbia will donate time and efforts to get this to the finish line. We are not paying groups to do this.

Mayor Benjamin stated that there will be some additional expenses related to the ongoing activities of One Columbia, but those must be raised privately.

Councilor Plaugh asked that the grant be written to help us look at the Hospitality Tax; what it has been used for; and what it might be used for going forward.

3. Liquor Rebate Fund

Mr. Steven A. Gantt, City Manager explained that the Historic Columbia Foundation provided a very detailed capital improvement budget for our three (3) historic buildings and they can't bring these buildings back in good condition with \$250,000 a year; they need \$1 million upfront. I have talked with the Finance Director about the possibility of setting up a fund from unallocated funds that the City presently has; make a one-time \$1 million payment to the Foundation; and secure that with the Liquor Rebate Fund for the next five (5) years or however long it takes for us to recoup our money plus any interest we would normally incur if we invested our money outside. We've collected \$261,200 for the last three (3) years in the Liquor Rebate Fund; it doesn't change a lot. We have to look at the roofs and air conditioning in one of the buildings. By giving them \$1 million that gives them the leverage to continue to seek federal funding to fill that gap between \$1 million and \$1.8 million.

Upon a motion made by Dr. Gergel and seconded by Ms. Devine, Council voted unanimously to direct the City Manager to identify an appropriate funding source for \$1 million for improvements to city owned historic properties managed by the Historic Columbia Foundation.

4. Midlands Housing Alliance Funding Request

Mr. Steven A. Gantt, City Manager explained that he received a letter on March 30, 2011, from Cathy Novinger and Larry Arney of Transitions requesting \$221,008 of the \$250,000 we allocated for this fiscal year. I have some concerns about the expenditures as they relate to the agreement that was approved on June 23, 2010. The agreement requires MHA to have a binding commitment of financial assistance from Richland County in the same amount provided by the City, which I have no knowledge of. City funds shall be used by MHA exclusively for security and criminal background and outstanding warrant checks on all clients and for no other purpose. They are asking for hard costs for the construction. I need to have a meeting with Mr. Arney and go through this. Under my interpretation of the agreement, none of which they've asked for is eligible.

Councilor Devine said that they clearly knew what our intentions were and they agreed to them. We even discussed construction costs. Councilor Devine said that some of the computer upgrades may be a result of us asking them to do certain things. I am comfortable with Mr. Gantt using his judgment. We shouldn't be overly liberal.

Councilor Rickenmann said that they will qualify for some money before the end of this fiscal year because of operations and training, but it won't be the \$250,000 we allotted. I reviewed the list and I'm not sure that any of it qualifies, based on the agreement we put forth. The County has asked for \$200,000 from their Council. They were supposed to provide us with budgets for three (3) years. He agreed that the City Manager should meet with Mr. Arney to get this quantified. We did not participate in the bricks and mortar; they clearly stated that they had all of the money for those items. The agreement was that we would help with the security and the operations as a reimbursable at the end of each

quarter. We need to clarify what we mean by operational dollars.

Councilor Davis agreed to hold MHA to the line of the agreement.

Mayor Benjamin agreed that the City Manager should be given the latitude to make the decisions, but if it helps us reach our ultimate goal of securing the facility and the neighborhoods, then I want to have the ability to make that happen.

Councilor Gergel asked the Mayor to communicate Council's anticipation for Richland County to match the City's funding.

Councilor Rickenmann asked the Mayor to discuss this at the Mayors Regional Meeting. This is a two-county effort and we should split the cost by population. It's important for every municipality to participate and be equally invested.

5. Funding Request from Richland County for Streetscaping Improvements on Monticello Road in the amount of \$99,000.00

Mr. Steven A. Gantt, City Manager reported that he sent a letter to Richland County Chairman Livingston regarding the Monticello Road project; I followed up with their Community Development Office to let them know what our intentions are; and they are to respond in writing.

Councilor Plough said that this Council did not vote on the source of funding for the project, because we were waiting to receive program income information from Community Development. Is there adequate program income that's not yet obligated by the Community Development Department that can be used for projects like this?

Mr. Bill Ellis, Finance Director reported that as of March 31, 2011 there was \$915,698.17 available in the 508 CDBG Fund and \$1,606,698.51 in the 509 CDBG Fund.

Mr. Tony Lawton, Community Development Director reported that none of those funds are obligated. Those are the revolving loan funds from the housing standpoint. We have the discretion to use those funds to do other type projects. We have to go through a process.

Councilor Plough said that this Council wants to go ahead and spend the dollars. I would suggest that unless there is program income that isn't revolving and hasn't been allocated, that we not continue the discussion about North Main. I was looking for leftover program income from the closeout of Housing First or funding that wasn't spent in prior years.

Mr. Tony Lawton, Community Development Director said that all of the projects except for the following four (4) are under a contract: the Bellfield Cultural Arts Center, the Master Plan for Parks and Recreation, the Weatherization Program; and the Edisto Court planning for residential development. We feel that those projects are meaningful and have merit to them from a community development standpoint. All of the prior year dollars have been obligated.

Councilor Devine asked if we have the ability to use that fund to assist homeowners in the Greenview Community that were hit by last week's storm. Can we use it as a grant to fix roofs and other things that insurance will not cover?

Mr. Tony Lawton, Community Development Director said yes. We have several programs

that are already in place to assist those that experience a natural disaster. The families must be 80% below the median income in order to take advantage of any of those loan programs.

Councilor Devine said that we want to set aside \$100,000 under a new grant program for homeowners within a designated area to assist with the expensive repairs.

Mr. Tony Lawton, Community Development Director stated that they would have to amend the plan and get it approved through the proper process.

Councilor Davis explained that one of the homes has three (3) trees leaning on it as a result of the storm. We declared the residence unsafe and he had to move out. He's elderly and retired, but his insurance company won't cut the trees unless they fall on the house.

Councilor Plough added that there was also storm damage in the Woodlands Neighborhood within District IV.

Councilor Rickenmann suggested that we work with our crews to do something now. Have we asked Mr. Chardos of Home Works? He further suggested that we partner with the tree removal services.

Mr. S. Allison Baker, Senior Assistant City Manager suggested that it would be best to contract with those contractors that do this type of work on a regular basis.

Councilor Gergel reported that an elderly resident in Rosewood claims that the City planted a tree on her private property; for years the City maintained it; the tree is dead, but now the City won't remove it.

Mayor Benjamin said that Mr. Lawton will contact HUD to determine if there are any resources available.

Councilor Gergel asked if this was declared a disaster.

Councilor Devine added that the storm is being reported as a wind burst and not a tornado.

Upon a motion made by Ms. Devine and seconded by Mr. Davis, Council voted unanimously to authorize the City Manager to commit \$71,000 from the closeout of Main Street to the Monticello Road Project, contingent upon written confirmation from Richland County that they will make up the difference to complete the project.

Mr. S. Allison Baker, Senior Assistant City Manager reported that he spoke with Ms. Gentry, Director of Public Works and she said that there are two (2) big companies that are already helping; one is being paid by a church and the other is volunteering their services. She is to send us an e-mail.

Councilor Plough asked that they also look at assisting the elderly couple in the Woodlands.

6. Community Development Funds

Mr. Tony Lawton, Community Development Director reported that the Finance Director met with HUD representatives last week; I spoke with Mr. Roe on yesterday evening; there are still some things that we have to work through; I have a meeting with the Finance

Department tomorrow morning to go over the CDBG Financial Summary (PR26) Report; and we will report back to HUD. The Community Development Department looks at the programmatic standpoint and the Finance Department handles the financial components of this. Mr. Ellis discovered a couple of things in the financial report that was submitted to HUD; I don't know all of the details of the conversations with Mr. Roe, but he has said to me that they are going back as far as 1992 to review the HUD reports and the City reports. We are working collectively to resolve whatever the issues may be.

Mr. Bill Ellis, Finance Director said that he can prove that HUD's numbers are different from the Finance Department; expenditures are okay, but it's the prior year reports that are in question. For instance, the 2008 HUD report says that we had no outstanding obligations from any previous years; we'd expended 100% of HUD money. That's not even close to accurate and when I asked where the numbers came from, they said it comes from the CAPER's report. The minimum amount involved is \$0 and if you use their numbers, the maximum amount is \$116,000. In essence, we have to fix the PR26 and then we'll recalculate the number.

Councilor Rickenmann asked how we resolve this in order to get on the same page and working for the greater good of the community.

Mr. S. Allison Baker, Senior Assistant City Manager recalled that we started the process with the External/Internal Auditor along with HUD, the Finance Department and the Community Development Department. HUD was supposed to come back with some recommendations to the Finance Director and that didn't happen. The encouraging thing is that the new Regional Director has agreed that there are some things that HUD must fix and we agreed that there are things we must fix. Several years ago, we made a cursory attempt to move financial accountability from Community Development to the Finance Department. Over the last twelve months, Mr. Gantt has completely insisted that our Finance Department has fiduciary responsibility of the City of Columbia, every department, including Community Development. It has taken time for Mr. Ellis to get his arms around this and get the numbers reconciled. He added that 50% of Mr. Ulmer's salary is paid by Community Development and 100% of his supervision is by the Finance Director. We are moving in a positive direction.

Councilor Davis said that this time around it is more or less procedural and process than misappropriation; this needs to be fixed so that the message is consistently clear. The City is in a better position this time around to show that every intention has been good, proper and right.

Mr. Steven A. Gantt, City Manager clarified that his understanding is that an agreement has been made between HUD, Community Development and Finance for everybody to settle on a number as a starting point.

Councilor Plaugh suggested that we request in writing an extension of the deadline. I am thrilled to see that we are starting to get our act together in the City and that we have a better working relationship with HUD. Sometimes HUD relies on what we enter until they conduct monitoring visits; if we're not in sync, they can't be in sync. I will be surprised if the City isn't required to use General Fund dollars to pay back HUD or to cover an obligation. Mr. Bill Ellis, Finance Director said that we have no carryover funds from 2008; we overspent, but my contention is that the 2008 report from HUD is incorrect.

Councilor Gergel said that the letter from HUD is dated January 11, 2011; then we received a recommendation from Mr. Lawton to pay back approximately \$320,000; and had we acted

on that, we'd be out. How do we build in safeguards to protect the City of Columbia and to ensure that we are responsive to our stewardship of public dollars?

Mr. Tony Lawton, Community Development Director said that we met with HUD to offer several alternatives as it relates to the repayment. We immediately looked at the reasons why the \$308,000 was possibly due back to HUD. Two years ago when I took over Community Development, it was not a department running on all good cylinders; we have come in and identified a lot of issues and we have brought those issues forward.

Councilor Rickenmann asked that there be a policy change in the chain of command on how things are approached. The bottom line is the fact that we had a recommendation brought to Council asking us to vote on something, but all of the departments hadn't met to work this out. Mr. Manager, you all need to work on how we can fix that so that everyone is immediately notified and a meeting is scheduled to compare notes.

Mayor Benjamin said that the dialogue between the City and HUD is good and improving.

Councilor Plough began the discussion on the Revolving Loan Fund. I compared the Finance Department's trial balances with the information provided by Mr. Lawton, because one of the historic challenges has been making sure that our program income numbers and revolving loan fund numbers are correct. Under the Community Development 509 Fund, we have \$686,000 according to Mr. Lawton, but according to Mr. Ellis, we have \$1.6 million.

Mr. Tony Lawton, Community Development Director said that we pull the numbers from IFAS, the City's finance system. We need access to real-time numbers so that we understand and know what we have.

Mr. Bill Ellis, Finance Director said that IDAS is HUD's Integrated Disbursement Information System. I ran the report this morning and we reconcile it every month.

Councilor Plough inquired about the 507-Home Improvement Loan Program.

Mr. Tony Lawton, Community Development Director explained that the 507 Fund is program income from the TS Martin and CCI properties and those funds were used for the infrastructure at the Village at Rivers' Edge.

- **Mayor Benjamin left the room at 11:36 a.m. and Mayor Pro-Tem Gergel is now presiding.**

Mr. Tony Lawton, Community Development Director continued to report that they met with HUD and they recommended that the program income from that property should be used for the infrastructure for the Village at Rivers' Edge.

Councilor Rickenmann inquired about the 509 Fund, where we have the biggest discrepancy.

Mr. Tony Lawton, Community Development Director agreed to check on that.

Councilor Devine said that the extra \$1 million can be used for Greenview. Could it be a potential source for streets within low to moderate income areas once the street analysis is complete in September?

Councilor Plaugh inquired about the possible changes in the 2011/2012 budget.

Mr. Tony Lawton, Community Development Director explained that staff has proposed a budget, but none of it is etched in stone. We had several meetings and commenting periods and several individuals have requested funding for a variety of projects. For 2011/2012, we have allocated \$200,000 for the Retail Façade Loan Program; \$50,000 for College Summit; \$5,023 for Fair Housing Education; \$30,000 for Home Works, USA; \$20,000 for Keep the Midlands Beautiful; \$50,000 for the Eau Claire Promise Zone; and \$50,000 for Palmetto Richland Health Care. We are also considering how to restructure the Mini Grant Program for more capital projects versus social programs.

Councilor Davis said that we need to maximize the Commercial Revolving Loan Fund for small businesses that are trying to get off the ground.

Mr. Tony Lawton, Community Development Director said that there is \$605,023 to reallocate based on the City Manager's directives.

Councilor Rickenmann said that Epworth Children's Home was cut by the State again and they are still providing services, but the College Summit was allowed to come in as a new group and bump out any of the existing groups that have a history of filling a need.

Mr. Tony Lawton, Community Development Director stated that College Summit was funded during the previous year. I just received a request from Epworth Children's Home and we are looking at it.

Councilor Devine followed up on the rationale for not funding the Housing First Program versus some of the newer projects.

Mr. Tony Lawton, Community Development Director explained that the Housing First Program goes towards the public service cap. We met with Mr. David Parker and he requested \$242,000 for match funds and that couldn't fit into our public service cap.

▪ **Mayor Benjamin returned at 11:46 a.m. and is now presiding.**

Councilor Rickenmann said that he may have a solution for Housing First, that doesn't involve federal funds and gets us the matching grant for Housing First. We need to leverage funding and get 30 more houses in partnership with the Housing Authority. Be careful when we say that we've overspent. We need to work this out before we continue discussions.

Mr. Tony Lawton, Community Development Director said that they are willing to consider a lesser funding amount within this budget for Housing First.

Councilor Gergel inquired about the Mini Grant Program and her request for Mr. Lawton to meet with Ms. Bessie Watson, President of the Columbia Council of Neighborhoods (CCN).

Mr. Tony Lawton, Community Development Director said that Ms. Watson requested \$50,000 solely for the CCN and I will have another discussion with her.

Councilor Plaugh noted that a Citizens Advisory Committee member proposed that it be a Neighborhood Improvement Grant for capital projects. It is problematic that you are not showing the \$400,000 that is going to support staff.

Mr. Tony Lawton, Community Development Director said that this is the project list and not the operations budget.

Councilor Plough said that she hasn't received the financials for all of the Development Corporations. We should start moving the staffing for the Development Corporations from Water and Sewer and off of CDBG and start funding from their revolving funds. I see significant assets and an opportunity to free up some other dollars in the Water and Sewer Fund, the General Fund and the CDBG Fund by moving some of these programmatic administrative costs. She further suggested that they pay Commercial Loan Officers from the Commercial Revolving Loan Fund.

Mr. Tony Lawton, Community Development Director said that 40% to 50% of the Commercial Loan Officer's salary is paid from the Commercial Revolving Loan Fund. We would love to get to that point with the other Loan Officers and use that program income to pay their salaries, but that is a process that we have to work through with the Finance Department to ensure that we are getting enough program income on an annual basis. Councilor Plough said that she's not seeing the number of loan officers; the pots of money that are out there; or the number of loans that should be generated by these Loan Officers over the next year.

Mr. Tony Lawton, Community Development Director said that they are doing performance agreements with all staff. One of the requirements for the Loan Officers is to make a certain number of loans. We have four (4) participating banks and it's all about beating the streets and informing the corporate businesses about the types of programs and opportunities we have.

Councilor Devine inquired about funding for Fast Forward.

Mr. Tony Lawton, Community Development Director said that he received a request from Fast Forward on yesterday along with a request from Dr. Stuart Hamilton. I will have to send those requests to the Citizens Advisory Committee for consideration.

Councilor Devine inquired about playground equipment for Earlewood Park; is it eligible for CDBG funding. If we have the ability to pay for it out of one of these sources, then we need to do that.

Councilor Plough said that this discussion was for Council to provide general directions to staff and the Citizens Advisory Committee.

Councilor Devine requested a list of the priority areas and the priorities for those areas.

Councilor Plough deduced from today's discussion that there is support for the targeted areas as identified; there is a strong belief in job creation and job generation to be an important part of the CDBG; and we want to make sure we stay under the public service cap. I brought to the table to look at a way to move staffing so that corporations and/or the revolving loan funds become more self-sustaining, thus freeing up money in the CDBG, Water and Sewer or the General Fund for these other activities. We also talked about the Neighborhood Improvement Grant.

Councilor Devine added that HUD's direction for funds to go towards capital projects or one-time projects is best considering that this fund gets decreased.

Councilor Davis said that \$200,000 is a small amount for the Commercial Revolving Loan Fund. He said that Rosewood, North Columbia and Two Notch are the areas that are not experiencing the kind of renaissance that the City Center, Vista and Five Points are enjoying.

Mayor Benjamin agreed that we need more tools to work with.

Councilor Rickenmann said that you have to look at the history of these organizations and our return on investment.

Mr. Steven A. Gantt, City Manager in closing, asked the Community Development Department to provide a monthly activity report on Community Development funds.

EXECUTIVE SESSION

Upon a motion made by Ms. Plaugh and seconded by Ms. Devine, Council voted unanimously to go into Executive Session at 12:20 p.m. for the discussion of the employment of an employee.

7. Discussion of Employment of an Employee
 - City Manager's Evaluation – *This item was discussed in Executive Session. No action was taken.*
 - **Council adjourned the Executive Session at 1:00 p.m.**

Respectfully submitted by:

Erika D. Salley
City Clerk