

**DRAFT MINUTES**  
**PUBLIC UTILITIES BOARD**  
February 22, 2016

After determining that a quorum of the Public Utilities Board of the City of Denton, Texas is present, the Chair of the Public Utilities Board will thereafter convene into an open meeting on Monday, February 22, 2016 at 9:01 a.m. in the Service Center Training Room at the City of Denton Service Center, 901 A Texas Street, Denton, Texas.

**Present:** Chair Randy Robinson, Vice Chair Phil Gallivan, Charles Jackson, Barbara Russell, and Brendan Carroll

**Absent:** Susan Parker and Lilia Bynum

**Ex Officio Members:** George Campbell, City Manager; Howard Martin, ACM Utilities

**CLOSED MEETING**

**A. PUB16-031 - CONSULTATION WITH ATTORNEYS - Under Texas Government Code, Sec. 552.071; CERTAIN PUBLIC POWER UTILITIES: COMPETITIVE MATTERS - Under Texas Government Code, Sec. 551.086.**

Consult with the City's attorneys regarding the present status of the Denton Municipal Electric-Energy Management Organization operations regarding EEI contract negotiation, ISDA contract negotiation, and other related contracting issues; discuss, deliberate and provide the City's attorneys and staff with direction. A public discussion of this legal matter would conflict with the duty of the City's Attorneys to the City of Denton, Texas under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas.

**B. PUB16-032 - CONSULTATION WITH ATTORNEYS - Under Texas Government Code, Sec. 551.071.**

Consult with the City's attorneys regarding the present status of the implementation of a new Pole Attachment License Agreement, a new City Right-of-Way Agreement, possible ancillary agreements and the status of claims for unpaid pole attachment fees by Verizon; discuss deliberate and provide the City's attorneys with direction and any recommendations regarding such legal matters. A public discussion of this legal matter would conflict with the duty of the City's Attorneys to the City of Denton, Texas under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas.

**C. PUB16-033 - CONSULTATION WITH ATTORNEYS - Under Texas Government Code, Sec. 551.071.**

Consult with the City's attorneys regarding the present status of pending litigation entitled: The City of Denton, Texas v. NRG Power Marketing, LLC, et al, CauseNo. 15-01404-16, now pending before the 16th Judicial District Court in and for Denton County, Texas; discuss, deliberate and provide the City's attorneys with direction and any recommendations regarding such legal matter. A public discussion of this legal matter would conflict with the duty of the City's Attorneys to the City of Denton, Texas under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas.

**OPEN MEETING**

**CONSENT AGENDA**

1 **A. PUB16-025** - Consider recommending approval to award a purchase agreement in the  
2 amount not to exceed \$875,000, for a term of thirty-six (36) months, for the purchase of  
3 residential refuse and recycling carts and replacement parts, to Rehrig Pacific Company  
4 through the State of Texas's HGAC Cooperative Purchasing Program. (File 5997)  
5

6 Pulled for questions by Board Member Russell. Russell asked if this is in the budget, Kemler  
7 answered it is in the budget. Russell then stated it seems high, have other sources been  
8 investigated. Kemler answered the carts average \$50 a piece which is about half of retail. They  
9 have researched other avenues and this is the best.

10 **There was a motion by Board Member Russell to approve this item and a second by Board**  
11 **Member Jackson. Vote 5-0 approved**  
12

13 **B. PUB16-030** - Consider recommending approval of a Sponsored Research Agreement by and  
14 between the City of Denton, Texas and Southern Methodist University providing for the  
15 investigation of enhanced methane generation in the bioreactor landfill facility at the City of  
16 Denton, Texas, in an amount not-to-exceed \$169,655; providing for the expenditure of funds  
17 therefor.  
18

19 Pulled for questions by Board Member Carroll. Carroll asked for further information on this  
20 item. Kemler answered it is a slow process to produce methane. The City of Denton is one of  
21 two landfills in the State of Texas that got approval to enhance the production using a basic  
22 addition of water. This will increase the production for use and the gas collection system  
23 collects the gas. Staff wants to use up all the organic waste as fast as possible so that we gain air  
24 space and better control emissions. SMU has a working relationship with the US Corps of  
25 Engineers research laboratory. This is a good investment for short turn return and reduce  
26 environmental risks. Carroll asked how soon should we expect their work to start producing  
27 results. Kemler answered within 12 months. Russell added that she would like to see this  
28 money spent in Denton, could UNT or TWU do this same kind of work. Kemler answered UNT  
29 was trying to add an Environmental Science Program on the engineering side not policy. Before  
30 it went to the state, the program was cancelled. They do not have anyone with the expertise and  
31 are not capable at this point. Gallivan asked if the UTA contract is different and does not  
32 compliment this contract. Kemler answered no, it is separate.  
33

34 **There was a motion by Board Member Russell to approve this item and a second by Board**  
35 **Member Carroll. Vote 5-0 approved.**  
36

37 **C. PUB16-037** - Consider recommending adoption of an ordinance of the City of Denton  
38 authorizing the City Manager or his designee to execute a contract through the Buy Board  
39 Cooperative Purchasing Network for the acquisition of one (1) Caterpillar model 953D track  
40 loader for the City of Denton Drainage Department; and providing an effective date (File  
41 6070-awarded to Holt Cat in the amount of \$213,950)  
42

43 **D. PUB16-038** - Consider making a recommendation that the City Council approve a 3 year  
44 contract with Schweitzer Engineering Laboratories (SEL) for the purchase of SEL protective  
45 relay, control, monitoring, metering, software, integration, accessories, and devices which are  
46 available from only one source in the amount not to exceed \$2,240,000. Chapter 252.022 of  
47 the Texas Local Government Code exempts such purchases from the requirements of  
48 competitive procurement. (File 6046)  
49

50 Pulled for questions by Board Member Jackson. Jackson stated that the AIS says approval of the  
51 sole source designation, and if a motion was made, what would be approved. Robinson

1 answered it would be approval of a three year contract and a sole source. Campbell added that  
2 the caption that was posted is what is to be followed legally.  
3 Carroll asked why it is sole sourced. Chuck Sears, Engineering Division Manager, answered  
4 protection equipment is only used by utilities so there are not a huge number of manufacturers.  
5 They also tend to be proprietary. When you go to a computer based system that is integrated that  
6 is a whole new level. Most relay producers only do business through their own set of  
7 representatives. If this company cannot repair the equipment they replace it.

8  
9 **There was a motion by Board Member Jackson to approve this item and a second by**  
10 **Board Member Gallivan. Vote 5-0 approved.**

11  
12 E. **PUB-16-040** - Consider a recommendation of approval of a concurrent ordinance with the  
13 Cities of Bryan, Garland and Greenville, Texas electing the provisions of Subchapter C-1 of  
14 Chapter 163, Texas Utilities Code, providing for alternative governance of the Texas  
15 Municipal Power Agency; providing findings of fact; defining the boundaries of the agency;  
16 designating the name of the agency; and designating the number, place, terms, and manner of  
17 appointment of directors of the agency; providing a savings clause; providing a severability  
18 clause; providing for retroactive ratification, confirmation and approval thereof.

19  
20 Pulled for questions by Board Member Russell. Russell just ask for further explanation. Phil  
21 Williams answered there was a session on this in January that was discussed. This addresses the  
22 legislation that was passed last session that will allow the cities to change the Article that created  
23 TMPA.

24  
25 **There was a motion by Board Member Russell to approve this item and a second by Board**  
26 **Member Jackson. Vote 5-0 approved.**

27  
28 F. **PUB16-041** - Consider a recommendation of approval of a second supplemental and  
29 amended engagement letter with the law firm of David A. Portz, P.C., Attorney, Houston,  
30 Texas, for professional legal services to be provided to the Energy Management Organization  
31 of Denton Municipal Electric; in the not-to-exceed amount of \$50,000; aggregating a total of  
32 not-to-exceed \$175,000 (File No. 5554).

33  
34 G. **PUB16-042** - Consider a recommendation of approval of a second supplemental and  
35 amended engagement letter with Lloyd Gosselink Rochelle & Townsend, P.C. for  
36 Professional Legal Services relating to the pending litigation entitled the City of Denton,  
37 Texas v NRG Power Marketing, LLC, et al; authorizing the expenditure of funds therefor;  
38 providing an effective date (File No. 5771 - in the additional amount of not-to-exceed  
39 \$800,000, aggregating not-to-exceed \$1,395,000).

40  
41 H. **PUB16-043** - Consider a recommendation of approval of a first supplemental and amended  
42 engagement letter with the law firm of Herrera & Boyle, PLLC, Austin, Texas, regarding  
43 professional legal services pertaining to issues regarding pole attachment license agreements,  
44 right-of-way agreements, Verizon pole attachment collections and possibly additional  
45 agreements in the not-to-exceed amount of \$65,000, aggregating a total of not-to-exceed  
46 \$130,000 (File No. 5592).

47  
48 **There was a motion by Board Member Russell to approve C, F, G and H and a second by**  
49 **Board Member Gallivan. Vote 5-0 approved.**

## **ITEMS FOR INDIVIDUAL CONSIDERATION**

A. **PUB16-028** - Consider recommending approval of the Public Utilities Board Meeting minutes of February 8, 2016  
**Approved as circulated.**

B. **PUB16-020** - Receive a report, hold a discussion, and give staff direction concerning the revised Utilities Financial Strategies document.

Kenneth Banks gave this presentation. This financial document has been discussed for many years with the PUB during budgets. The formal developed in 2011. Substantial revision presented in 2014 and approved with budget. Revised document presented in 2015 and approved with budget. Serves as a guide for policy / management decisions. Intended to improve fiscal performance and resiliency. Staff has added new information to the current challenges section. The major theme from the Black and Veatch 2015 snapshot was the need to improve resiliency. The top five issues include: Aging infrastructure, managing operational costs, aging workforce and increasing regulations. The objectives are unchanged from last year with the exception of minor edits.

Water and wastewater System Capital and Reinvestment includes revenue funded infrastructure replacement policies that are unchanged.

Water: 100 percent of annual transmission and distribution system replacement costs; 25 percent of estimated annual treatment plant replacement costs.

Wastewater: 100 percent of annual interceptor and collector system replacement costs; 25 percent of annual treatment plant replacement costs

Reserve Targets contain prior research for Water and Wastewater reserve targets using 2011 and 2012 American Water Works Association (AWWA) Benchmarking Study. The 2013 (latest available) AWWA study was reviewed. Staff also reviewed the "Fitch Ratings: U.S. Water and Sewer Revenue Bond Rating Criteria, September 2015" for comparison.

The AWWA and the "Denton Method" calculation of cash on hand was reported.

Banks introduced and discussed the performance metrics benchmark information that was handed out to the Board Members. This dashboard information included water, wastewater, solid waste and electric.

Martin added that the reserve fund has ranges included. The question at the staff level is, are those ranges appropriate or should they be greater.

Martin stated there is always a discussion regarding where we are in turns of revenue funding our replacement capital. Staff is also trying to look at that and how it works into and is a part of the whole equation.

Banks added this document will be brought back in the budget process, the revisions will be incorporated will brought back in the late summer time.

C. **PUB16-026** - Receive a report and hold a discussion regarding the Fiscal Year 2017 Solid Waste & Recycling Materials Forecast, which is utilized in preparing the FY 2017 Solid Waste & Recycling Annual Budget and FY 2017 - 2021 Capital Improvement Program.

Tyler Hurd, Planning and Public Outreach Manager Solid Waste, made the presentation. Hurd started with the residential refuse and recycling actuals and projections. They are expected to continue on an increase. Residential collection services is also expected to increase in 2017.

Commercial Collection Services is on a steady small incline in refuse and recycling. Other revenue sources include Pratt Recycling Agreement, Public Education Fees, Tenant Agreements, Denton Power LLC, CNG Fuel Station and Soil and Rock Sales. Lastly Hurd went over the solid waste and recycling material forecast summary. Carroll asked for the building materials recovery, is there resale involved. Hurd answered there is no resale only recycle at this point.

D. **PUB16-039** - Receive a report, hold a discussion, and give staff direction regarding a recommendation that the City Council approve a contract with Walsh's Hawk Construction Company, LLC, a limited liability corporation, Princeton, Texas, for constructing precast concrete security/screening fences, in an amount not to exceed \$5,900,000 over the course of a three year period. (RFP #5963)

Chris Lutrick, Engineer IV DME, gave the presentation for this item. Within the last three years DME has brought five individual projects to this Board to construct the security and screening walls for the substations. The presentation included CIP substation project requiring fence construction, summary of proposals, and completed projects constructed by Hawk. A map of 13 CIP Substation Projects was shown. There was three qualified respondents to the RFP. A BAFO was requested of Hawk and they lowered their price and was awarded the contract which was not to exceed \$5.9 million.

Hawk has completed three major projects for DME which included Cooper Creek Substation (2013), McKinney Substation (2015) and Pockrus Substation (2014). The Linda McNatt Animal Shelter wall was also constructed by Hawk with volume pricing.

Gallivan asked if this is for the next three years or all 13 substations. Lutrick answered it is for all thirteen stations.

**There was a motion by Board Member Russell to approve this item and a second by Board Member Gallivan. Vote 5-0 approved.**

E. **PUB16-029** ACM Update

1. Matrix

Matrix no change

### **CONCLUDING ITEMS**

Under Section 551.042 of the Texas Open Meetings Act, respond to inquiries from the Public Utilities Board or the public with specific factual information or recitation of policy, or accept a proposal to place the matter on the agenda for an upcoming meeting AND Under Section 551.0415 of the Texas Open Meetings Act, provide reports about items of community interest regarding which no action will be taken, to include: expressions of thanks, congratulations, or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee, or other citizen; a reminder about an upcoming event organized or sponsored by the governing body; information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; or an announcement involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.

1    **Gallivan asked if the method of paying utility bills could be improved. On-line is**  
2    **cumbersome. Chuck Springer answered the credit card data cannot be saved on the**  
3    **system. Staff hopes to have reoccurring payments from credit cards at a future time. The**  
4    **system will be updated in the next month or two. Bryan Langley added you can set up**  
5    **auto-draft one time and it will continue to draft from your account.**  
6    **Russell asked if there could be an update on the consultant for the Renewable Denton Plan.**  
7    **Russell would also like information on the Bonnie Brae relocation of Mr. Rivas.**

8  
9    **Adjournment 10:53 a.m.**

**DRAFT MINUTES**  
**PUBLIC UTILITIES BOARD**  
June 27, 2016

After determining that a quorum of the Public Utilities Board of the City of Denton, Texas is present, the Chair of the Public Utilities Board will thereafter convene into an open meeting on Monday, June 27, 2016 at 9:00a.m. in the Service Center Training Room at the City of Service Center, 901 A Texas Street, Denton, Texas.

Present: Chair Randy Robinson, Vice Chair Phil Gallivan, Barbara Russell, Lilia Bynum, Charles Jackson and Susan Parker

Ex Officio Members: George Campbell, City Manager; Howard Martin, ACM Utilities

Absent: Brendan Carroll

**CLOSED MEETING**

**A. PUB16-120** - Deliberations regarding Real Property - Under Texas Government Code, Section 551.072; Consultation with Attorneys - Under Texas Government Code, Section 551.071.

Discuss, deliberate, and receive information from staff and provide staff with direction pertaining to certain real property interests located in the R. Longbottom Survey, Abstract Number 775, City of Denton, Denton County, Texas, and generally located on the east line of Virginia Street, north of U.S. Highway 380 (University Drive). Consultation with the City's attorneys regarding legal issues associated with the real property described above where a public discussion of these legal matters would conflict with the duty of the City's attorneys to the City of Denton and the Denton Public Utility Board under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas, or would jeopardize the City's legal position in any administrative proceeding or potential litigation. (Prescott Property).

**B. PUB16-127** - Deliberations regarding Real Property - Under Texas Government Code Section 551.072; Consultation with Attorneys - Under Texas Government Code Section 551.071.

Receive information from staff, discuss, deliberate, and provide staff with direction regarding the potential acquisition of real property interests generally located in the Gibson Myers Survey, Abstract No. 843, The Johnson, Green, Myers, and Brummell Survey, Abstract No. 1699, the Moses H. Davis Survey, Abstract No. 377, and the William Wilburn Survey, Abstract No. 1419, located in the City of Denton, Denton County, Texas, for the possible construction of an electric generation facility where deliberation in an open meeting would have a detrimental effect on the position of a governmental body in negotiations with a third party. Consultation with the City's attorney's regarding legal issues associated with the acquisition of the real property interests described above where a public discussion of these legal matters would conflict with the duty of the City's attorneys to the City of Denton and the Denton City Council under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas, or would jeopardize the City's legal position in any administrative proceeding or potential litigation.

1 **C. PUB16-132 - DELIBERATIONS REGARDING CERTAIN PUBLIC POWER UTILITIES:**  
2 **COMPETITIVE MATTERS - Under Texas Government Code §551.086**

3  
4 Receive competitive public power information and competitive financial information from  
5 staff in the form of the draft operating budget for Denton Municipal Electric (“DME”) for FY  
6 2016-2017, including without limitation, revenues, expenses, and commodity volumes; and  
7 discuss, deliberate, provide staff with direction regarding such matters, consider and make a  
8 recommendation regarding approval of the FY 2016-2017 DME operating budget to City  
9 Council.

10  
11 **OPEN MEETING**

12  
13 **CONSENT AGENDA**

14  
15 **A. PUB16-114 - Consider recommending approval of the FY 2016-2017 Utilities Financial**  
16 **Strategies document.**

17  
18 **Board Member Parker wanted to commend staff on putting together the performance**  
19 **metrics that are very important on managing the utilities moving forward.**

20  
21 **Board Member Russell motioned to approve item A (PUB16-114). There was a second**  
22 **by Board Member Parker. Vote 6-0 approved.**

23  
24 **B. PUB16-122 - Consider recommending approval of Contract Amendment #2 to the**  
25 **Professional Services Agreement for Architect or Engineer by and between Teague Nall and**  
26 **Perkins, Inc. and the City of Denton for engineering and surveying services associated with**  
27 **the FY 2015-2016 Wastewater Collection System Improvements Project, in a not-to-exceed**  
28 **amount of \$93,600.00.**

29  
30 **C. PUB16-124 - Consider adoption of an ordinance authorizing the City Manager, or his**  
31 **authorized designee to execute an agreement or agreements by and between the City of**  
32 **Denton, Texas and the Texas Municipal Power Agency (TMPA), that provides for terms and**  
33 **conditions under which the parties will be jointly manage the responsibility of the operations**  
34 **of TMPA, in substantial conformity with the attached exhibits; authorizing the expenditure of**  
35 **funds therefor; and providing an effective date.**

36  
37 **D. PUB16-128 - Consider a recommendation that the City Council adopt an ordinance finding**  
38 **that a public use and necessity exists to acquire fee simple title to a 117.145 acres comprised**  
39 **of a 113.417 acre tract of land situated in the Gibson Myers Survey, Abstract No. 843 and the**  
40 **Moses H. Davis Survey, Abstract No. 377, City of Denton, Denton County, Texas, and being**  
41 **a part of a called 691.64 acre tract of land described in a Deed to Eagle Farms, Inc. and John**  
42 **Porter Auto Sales, Inc., as recorded in Document No. 93-077959 of the Real Property**  
43 **Records of Denton County, Texas and a 3.728 acre tract of land situated in the Johnson,**  
44 **Green, Myers and Brummett Survey, Abstract No. 1699 and the Moses H. Davis Survey,**  
45 **Abstract No. 377, City of Denton, Denton County, Texas, and being a part of a called 691.64**  
46 **acre tract of land described in a Deed to Eagle Farms, Inc. and John Porter Auto Sales, Inc.,**  
47 **as recorded in Document No. 93-077959 of the Real Property Records of Denton County,**  
48 **Texas (“Property Interests”), for the public use of, expansion, construction, maintenance,**  
49 **operation, and improvement of an electric power generation facility, transmission and**  
50 **distribution lines, ancillary facilities and structures, including substations and switch stations;**  
51 **authorizing the City Manager, acting City Manager, or his designee, to make initial and final**



1 offers to execute a contract of sale, between the City of Denton, Texas ("City"), as buyer, and  
2 Eagle Farms, Inc., a Texas Corporation, and John Porter Auto Sales, Inc., a Texas  
3 Corporation, ("Owner"), as seller, to acquire fee title to the Property Interests for the  
4 purchase price of \$2,928,625.00, and other consideration; authorizing the filing of eminent  
5 domain proceedings to acquire the Property Interests if the final offer is not accepted;  
6 authorizing the expenditure of funds; and providing an effective date.  
7

- 8 **E. PUB16-134** - Consider a recommendation for the approval of RFP #6094 for Fisher-Poirer  
9 Construction to enter into a contract with the City of Denton for the amount of \$127,750 to  
10 provide construction and renovation services for the Industrial Pretreatment building at the  
11 Pecan Creek Water Reclamation Plant, 1100 S. Mayhill Road, Denton, Texas.  
12

13 **Board Member Russell asked about the large variances in the estimates.** Martin  
14 answered this is one of the original buildings at the WWTP and has gone through many  
15 modifications and changes over the years and housed many different departments. Some of  
16 the variations would be due to the various modifications and what it will take to make it a  
17 useable building. David Hunter stated when the best and final offer was extended staff asked  
18 about the variations, the vendors answered some of the cost were allocated differently.  
19 Purchasing does have more extensive information and is available. Kenneth Banks added  
20 that some has to do with how they deploy and stage on site.  
21

22 **Board Member Russell motioned to approve item E. There was a second by Board**  
23 **Member Parker. Vote 6-0 approved.**  
24

- 25 **F. PUB16-138** - Consider recommendation of an ordinance regarding settlement of the pending  
26 litigation entitled: The City of Denton, Texas v NRG Power Marketing, LLC, et al., Cause  
27 No. 15-01404-16 in the 16th Judicial District Court in and for Denton County, Texas;  
28 discuss, deliberate and provide staff with direction.  
29

30 **Board Member Bynum motioned to approve items B, C, D, and F. There was a second**  
31 **by Board Member Gallivan. Vote 6-0 approved.**  
32

### 33 **ITEMS FOR INDIVIDUAL CONSIDERATION**

34

- 35 **A. PUB16-135** - Consider recommending approval of the Public Utilities Board Meeting  
36 minutes of June 13, 2016  
37

38 **Approved as circulated**  
39

- 40 **B. PUB16-123** - Consider recommending approval of the FY 2016-2017 Water operating budget  
41 and the FY 2017-2021 Water Capital Improvements Plans (CIP).  
42

43 Howard Martin stated this item is listed for any questions. There were no questions.  
44

45 **Board Member Russell motioned to approve this item. There was a second by Board**  
46 **Member Parker. Vote 6-0 approved.**  
47

- 48 **C. PUB16-125** - Consider recommending approval of the FY 2016-2017 Wastewater operating  
49 budget and the FY 2017-2021 Wastewater Capital Improvements Plans (CIP).

Howard Martin stated this item is listed for any questions. There were no questions.

**Board Member Parker motioned to approve this item. There was a second by Board Member Bynum. Vote 6-0 approved.**

**D. PUB16-131** - Consider a recommendation of approval of the FY 2017-2021 Electric Capital Improvement Program (CIP).

Howard Martin stated this item is listed for any questions. There were no questions.

**Board Member Bynum motioned to approve this item. There was a second by Board Member Russell. Vote 6-0 approved.**

**E. PUB16-133** - Consider recommending approval of the proposed on the Fiscal Year 2016-2017 Solid Waste & Recycling Services Operating Budget and the Fiscal Years 2017-2021 Capital Improvement Program (CIP) Budget.

Howard Martin stated this item is listed for any questions. **Board Member Parker asked if there was any change with TCEQ regarding the numbers for mining the landfill.** Kemler answered there has been no change at this point.

**Board Member Russell motioned to approve this item. There was a second by Board Member Bynum. Vote 6-0 approved.**

**F. PUB16-136** ACM Update

1. Matrix

**Matrix no changes**

### **CONCLUDING ITEMS**

Under Section 551.042 of the Texas Open Meetings Act, respond to inquiries from the Public Utilities Board or the public with specific factual information or recitation of policy, or accept a proposal to place the matter on the agenda for an upcoming meeting AND Under Section 551.0415 of the Texas Open Meetings Act, provide reports about items of community interest regarding which no action will be taken, to include: expressions of thanks, congratulations, or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee, or other citizen; a reminder about an upcoming event organized or sponsored by the governing body; information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; or an announcement involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.

**This was the last meeting for City Manager, George Campbell. There were several recognitions and good wishes to him.**

**Adjournment 10:08 a.m.**