

REGULAR MEETING MINUTES
City Council of the City of Bath, Maine
Wednesday, February 2, 2005 6:00 pm
City Council Chambers, Bath City Hall

Present: Councilors Hinds, Quimby, Blake, Wyman, Hart, Daigle, Pagurko, Mitchell and Chairman Winglass

Also in attendance were the City Manager - John Bubier, City Solicitor – Roger Therriault and City Clerk - Mary White.

Jamie Silvestri, Coordinator for the Art Works program, updated the Council on some of the activities that are going on and planned for Spring. These classes are for students from 5 to adult and include painting, calligraphy, movement and performing arts. The program focuses on promoting creativity and the arts in the community. The new component to the program is the Art Van, which brings the art classes to the Hyde Park, Lambert Park and Maritime Apartments areas of the City.

Katrina Van Dusen of MCBDP introduced Paul Godfrey, a consultant for the Department of Transportation. Mr. Godfrey gave an update on the Gateway One project. He stated that the project would be a collaboration of transportation and land use planning. The steering committee will be made up of representatives from 20 communities from Brunswick to Stockton Springs, the MDOT, the Federal Highway and the State Planning Office. Mr. Godfrey stated that there were going to be two phases to this project.

Some identified concerns regarding Bath are speeding a” Saugus image” and the impact of the growing corridor on the community.

Mr. Godfrey gave an overview of Phase I which consists of a findings and fact inventory, a multi-town public meeting and would end with the signing of a Memorandum of Understanding by 15 of the 20 communities. Phase II will follow once these tasks are completed and will consist of up to date mapping, detailed analysis of travel patterns, development of alternative transportation and landuse solutions, prioritizing MDOT projects, a collaborative corridor wide solution, development of inter-local agreement and the development of an on-going State/Local process.

C. Public Hearings: 6:30 PM

1) Ordinance: LUC Amendment Article 12, Section 12.08, C-Preliminary Determination of Completeness (second passage) #933

Chairman Winglass read the following Ordinance:

ORDINANCE

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BATH THAT THE LAND USE CODE OF THE CITY OF BATH ADOPTED JULY 19,2000, AND SUBSEQUENTLY AMENDED, BE HEREBY FURTHER AMENDED AS FOLLOWS:

Amend Article 12, Section 12.08, C, as follows:

c. Preliminary Determination of Completeness Planning Director's Review

1. Once the CEO has reported his/her determination to the Planning Director, the Planning Director must begin review of the site plan and supporting information. If the Planning Director makes a preliminary determination that the application is complete and it is a site plan that must be reviewed by the Planning Board, it is placed on the agenda of the next available Planning Board meeting. If the Planning Director makes a preliminary determination that the application is not complete, he/she must notify the applicant in writing and must list the materials or information that must be submitted to complete the application. The applicant may appeal the Planning Director's determination in writing; the application then will be placed on the agenda of the next available Planning Board

meeting.

2. Action taken by the Planning Director with respect to reviewing a site-plan application does not result in an application being deemed pending for the purposes of 1 M.R.S.A. Section 302.

3. The Planning Director may, if the City's staff is not available or qualified because of the complexity or magnitude of the proposed development to review the plans and supporting materials and after notification to and at the expense of the applicant, employ 1 or more independent consultants to review the plans and supporting materials. The estimated costs of such consultant must be deposited with the City Treasurer prior to employing the independent consultant. If the cost of the review exceeds the amount deposited, the applicant must deposit additional funds with the City Treasurer before Site Plan Approval may be granted. Any money not spent must be reimbursed to the applicant.

(Note: Additions are underlined and deletions are crossed out.)

Motion by Councilor Blake, second by Councilor Hinds to put this item on the floor for discussion.

No public comment.

Chairman Winglass called for a Roll Call Vote.

ROLL CALL VOTE:

Yeas: Hinds, Quimby, Blake, Wyman, Hart, Daigle, Pagurko, Mitchell

Nays: None

Ordinance passed unanimously. 8-0

Chairman Winglass stated this Ordinance change goes into effect in 21 days.

2) Ordinance: LUC Amendment Article 8, Section 8.12, C-Space and Bulk Regulations (second passage) #1021

Chairman Winglass read the following Ordinance:

ORDINANCE

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BATH THAT THE LAND USE CODE OF THE CITY OF BATH ADOPTED JULY 19, 2000, AND SUBSEQUENTLY AMENDED, BE HEREBY FURTHER AMENDED AS FOLLOWS:

Amend Article 8, Section 8.12, C, (Space and Bulk Regulations in the Historic Overlay District) as follows:

C. Space and Bulk Regulations

Those of the underlying zone apply; however, they may be modified through the Contract Rezoning process. The underlying minimum lot area per dwelling unit requirements for residential uses may not be modified.

And amend Article 8, Section 8.13, C, (Space and Bulk Regulations in the Special Purpose Commercial Contract Overlay District) as follows:

C. Space and Bulk Regulations

The space and bulk regulations of the C1 District apply; however, these regulations may be modified through the Contract Rezoning process. The underlying minimum lot area per dwelling unit requirements for residential uses may not be modified.

(Note: Additions are underlined and deletions are

Motion by Councilor Quimby, second by Councilor Pagurko to put this item on the floor for discussion.

No public comment.

Chairman Winglass called for a Roll Call Vote.

ROLL CALL VOTE:

Yeas: Hinds, Quimby, Blake, Wyman, Hart, Daigle, Pagurko, Mitchell

Nays: None

Ordinance passed unanimously. 8-0

Chairman Winglass stated this Ordinance change goes into effect in 21 days.

3) Ordinance: Chapter 17. Vehicles and Traffic, Article 6. Stopping, Standing and Parking, Section 17-259. Parking Restrictions, Washington Street East Side – Opposite South Gate Restaurant (second passage) #1105

Chairman Winglass read the following Ordinance:

ORDINANCE

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BATH THAT THE CODE OF THE CITY OF BATH, ADOPTED FEBRUARY 2, 1977, AND SUBSEQUENTLY AMENDED, BE FURTHER AMENDED AS FOLLOWS:

CHAPTER 17. VEHICLES AND TRAFFIC
Article 6. Stopping, Standing and Parking
Section 17-259. Parking Restrictions

Washington Street East Side

Delete:

From a point across from the southerly side of Weeks Street, and running northerly to a point 75 feet south of hydrant #19 located southerly and across from Hinckley Street, no parking;

From a point 75 feet south of hydrant #19 located southerly and across from Hinckley Street, and running 60 feet northerly, one-hour parking 8:00 a.m. to 2 p.m., and at all other times, no parking.

Add:

From a point across from the southerly side of Weeks Street, and running to a point 135 feet south of hydrant #19 located southerly and across from Hinckley Street, no parking.

From a point 135 feet south of hydrant #19 located southerly and across from Hinckley Street and running 120 feet northerly, two-hour parking 6:00 a.m. to 2 p.m., and at all other times, no parking.

Motion by Councilor Mitchell, second by Councilor Hinds to put this item on the floor for discussion.

No public comment.

Chairman Winglass called for a Roll Call Vote.

ROLL CALL VOTE:

Yeas: Hinds, Quimby, Blake, Wyman, Hart, Daigle, Pagurko, Mitchell

Nays: None

Ordinance passed unanimously. 8-0

Chairman Winglass stated this Ordinance change goes into effect in 21 days.

4) Ordinance: Labor Contract (second passage) #1230

ORDINANCE APPROVING CONTRACT

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BATH THAT, PURSUANT TO THE REQUIREMENTS OF §1102 OF THE CHARTER OF THE CITY OF BATH, A BARGAINING AGREEMENT WITH THE BATH PUBLIC WORKS EMPLOYEES, BATH CEMETERIES AND PARKS DEPARTMENT EMPLOYEES, AND THE BATH WATER POLLUTION CONTROL FACILITY EMPLOYEES, LOCAL NO. S-89 OF DL-4 THE INDUSTRIAL UNION OF MARINE AND SHIPBUILDING WORKERS OF AMERICA, IAMAW, A.F.L. - C.I.O., COMMENCING JULY 1, 2004 AND EXTENDING THROUGH JUNE 30, 2007, HERETO, BE AND HEREBY IS APPROVED, AND THE CITY MANAGER IS AUTHORIZED TO EXECUTE SAID CONTRACT ON BEHALF OF THE CITY OF BATH.

Motion by Councilor Hart, second by Councilor Mitchell to put this item on the floor for discussion.

No public comment.

Chairman Winglass called for a Roll Call Vote.

ROLL CALL VOTE:

Yeas: Hinds, Quimby, Blake, Wyman, Hart, Daigle, Pagurko, Mitchell

Nays: None

Ordinance passed unanimously. 8-0

Chairman Winglass stated this Ordinance is retroactive to July 1, 2004.

D. Consent Agenda: 6:42 PM #1285

5)* Under the Consent Agenda, Councilor Wyman made a motion to accept the Consent Agenda as presented, which consisted of Minutes to the January 2, 2005 Council Meeting.

VOTE on Consent Agenda:

Yeas: 7

Nays: 0

Consent Agenda passed unanimously. (Councilor Daigle absent from vote.)

E. Time Devoted to Residents to Address the City Council: 6:43 PM #1298

No one from the public spoke at this time.

F. Ordinances, Resolutions and Orders: 6:43 PM

Item F6 – Granting of a “Going Out of Business” License to the Hobby Shoppe Inc. located at 94 Front Street #1310

Motion by Councilor Mitchell, second by Councilor Hinds to move the item.

VOTE on License:

Yeas: 7

Nays: 0

License passed unanimously. 7-0 (Councilor Daigle absent from vote.)

Item F7 – Accepting a Pole Location Application from Verizon for one pole on Western Avenue approximately 48 feet southeasterly of US Route 1 #1356

Motion by Councilor Quimby, second by Councilor Hinds to move the item.

VOTE on Application:

Yeas: 8

Nays: 0

Application passed unanimously. 8-0 (Councilor Daigle returned to Chambers.)

Item F8 – Accepting 2005 Council Goals #1397

Chairman Winglass read the list of Goals:

2005 Goals
Bath City Council
(note: Items not listed in order of priority)

- City-wide Economic Development Plan
 - Ice Arena
 - Hotel
 - Riverfront development commercial and residential property
- Develop Southend River Walk
 - Washington Street improvement
 - Complete Southend Park including an ADA accessible fishing pier
- Restructure Public Transportation
 - Year-round trolley
 - Restructure bus routes and bus fleet using smaller buses
 - Complete Jessie Albert Train Station Project
 - Waterfront Information Center with assistance from MDOT
- Promote Expansion of Downtown
 - Improve city-wide walk ability
 - Explore Engineering Study of Water Street
- Regionalization of the Recreation Department
- Consolidate City maintenance
- Council to promote Bath School System and support Bath Board of Education

Motion by Councilor Mitchell to amend the list by adding an item as follows:

- Evaluation of Council Staff

Councilor Pagurko seconded this motion.

VOTE on Amendment:

Yeas: 7

Nays: 1 (Wyman)

Amendment passed. 7-1

VOTE on Amended List:

Yeas: 7
Nays: 1 (Wyman)
Amended List passed. 7-1

Item F9 – Ordinance: LUC Amendment Article 16, Section 16.11 – Texas Steamship Contract Zone (first passage) #1629

ORDINANCE

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BATH THAT THE LAND USE CODE OF THE CITY OF BATH ADOPTED JULY 19, 2000, AND SUBSEQUENTLY AMENDED, BE HEREBY FURTHER AMENDED AS FOLLOWS:

Amend Article 16, Section 16.11, as follows:

SECTION 16.11 - TEXAS STEAMSHIP CONTRACT ZONE

A. District Designation

The property designated for this contract zoning amendment is the property located on Bowery and Front Streets being identified as Lot 227 on City of Bath Tax Map 21, dated April 1, 2004.

B. Findings

The City Council finds that: (1) The project consists of 1 dwelling units and accessory parking. (2) The project is consistent with the mandatory conditions set forth in Land Use Code Section 8.20 paragraph 0, 1. (3) The applicant is proposing to make design and safety improvements to the site and off-site that are not normally required by the Bath Land Use Code. These include: landscaping on the north end of the Pump Station property and the creation of a landscaped esplanade on the east side of Front Street from the Pump Station to the proposed single-family dwelling

C. Zoning Provisions Affected

This contract zoning amendment is intended to change the Setback, Yard Area, and Building Height requirements pursuant to Section 8.11 to the Setbacks, Yard Areas, and Building Height as approved in the Site Plan Approval Amendment granted to SSC Ventures, Inc., by the Bath Planning Board on January 18, 2005.

D. Conditions of Approval

The approval is subject to all conditions of approval, which are part of the Site Plan Approval Amendment, granted to SSC Ventures, Inc., by the Planning Board on January 18, 2005.

(Note: Additions are underlined, and deletions are.)

Motion by Councilor Mitchell, second by Councilor Pagurko to put this item on the floor for discussion.

ROLL CALL VOTE:

Yeas: Hinds, Quimby, Blake, Wyman, Hart, Daigle, Pagurko, Mitchell

Nays: None

Ordinance passed unanimously. 8-0

Chairman Winglass set second passage for this Ordinance for February 14, 2005 at 5:01 PM.

Item F10 – Ordinance: LUC Zoning Map change and LUC Amendment Article 16, Section 16.12-1172 Washington Street Contract Zone (first passage) #1708

A complete copy of this Ordinance is included in the Agenda materials for the February 2, 2005 Council Meeting on file in the City Clerk's Office.

Motion by Councilor Hart, second by Councilor Mitchell to put this on the floor for discussion.

Motion by Councilor Mitchell to table this Ordinance to a future workshop, date to be decided later. Councilor Daigle seconded the motion.

VOTE on Tabling of Item:

Yeas: 5

Nays: 3 (Hinds, Blake, Hart)

Tabling motion passed. 5-3

It was the consensus of Council that the neighborhood be notified of the workshop.2083

Item F11 – Ordinance: Chapter 17. Vehicles and Traffic, Article 6. Stopping, Standing and Parking, Section 17-259. Parking Restrictions, Downtown Bath (first passage) #2083

ORDINANCE

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BATH THAT THE CODE OF THE CITY OF BATH, ADOPTED FEBRUARY 2, 1977, AND SUBSEQUENTLY AMENDED, BE FURTHER AMENDED AS FOLLOWS:

CHAPTER 17. VEHICLES AND TRAFFIC

Article 6. Stopping, Standing and Parking

Section 17-259. Parking Restrictions

Front Street East Side

Delete:

From the northerly terminus of the bus stop to Broad Street, two-hour parking.

Add:

From the northerly terminus of the bus stop to Broad Street, two-hour parking, with the northernmost 25 feet being designated handicapped parking.

Delete:

From Arch Street running northerly 47 feet, two hour parking. From a point 47 feet north of Arch Street and running northerly 22 feet, loading zone. From a point 69 feet north of Arch Street to a point 10 feet south of the fire hydrant just north of Elm Street, two-hour parking.

Add:

From Arch Street running north 25 feet, handicapped parking. From a point 25 feet north of Arch Street to a point 10 feet south of the fire hydrant just south of Elm Street, 2 hour parking.

Motion by Councilor Pagurko, second by Councilor Mitchell to waive the reading of the Ordinance. All in favor.

Motion by Councilor Quimby, second by Councilor Mitchell to put this item on the floor for discussion.

Motion by Councilor Pagurko to change the last sentence to read “the last space furthest from Front Street”. Councilor Mitchell seconded the motion.

ROLL CALL VOTE on Amendment:

Yeas: Hinds, Quimby, Blake, Wyman, Hart, Daigle, Pagurko, Mitchell

Nays: None

Amendment passed unanimously. 8-0

ROLL CALL VOTE on Amended Ordinance:

Yeas: Hinds, Quimby, Blake, Wyman, Hart, Daigle, Pagurko, Mitchell

Nays: None

Amended Ordinance passed unanimously. 8-0

Chairman Winglass set second passage for March 2, 2005 at 6:01 PM.

Item F12 – Ordinance: Labor Contract for the Bath Police Department (first passage) {to be considered after the Executive Session} #2318

This item was pulled from the agenda.

Item F13 – Resolution: Approve Non-union Employee Schedule of Salaries effective July 1, 2004 {to be considered after the Executive Session} #2324

G. Petitions & Communications: 7:13 PM #2343

Councilor Hart brought to the attention of the Council the following letter from a resident in his ward.

Hello Jack,

My name is Rex J. Harrison and I'm one of your constituents in Ward 5. Will you please take the following suggestion to the City Counsel for consideration?

I'm aware there is a lot of activity locally and on the state level dealing with property taxes. My suggestion is to request that the City Counsel review the various exemptions that apply to the assessed property values. For example, if my property was previously assessed last year for \$88,000, with a Homestead Exemption of \$6,500 and Miscellaneous VA Disability Exemption of \$5,000, I would pay property taxes on \$76,500. If however, the property was reassessed this year for say \$130,000 and the exemptions stayed the same, I would be realizing an increase in my property taxes based on both the newly assessed value AND because the exemptions did not increase proportionately to the rate of increase of the assessed value.

I don't know what other types of exemptions there are besides the two I previously mentioned, but this is a situation that could potentially affect many property owners in Bath, and the rest of the state for that matter.

If the city counsel is not the correct forum that would consider such a suggestion, then I further request the counsel forward my suggestion to the proper authority for consideration or let me know the correct avenue I should be taking.

Thank you in advance for your time and consideration.

Very Respectfully,
Rex J. Harrison

P.S. - Here's wishing you and the rest of the counsel much continued success. Please keep up your good work.

John Bubier, City Manager, explained that the increase would result in a decrease in the actual rate, which calculates into approximately what the payment was in the previous year. He stated that the homestead exemption would expand to \$13,000 this will result in a 10% increase in Mr. Harrison's homestead exemption so he should do well.

Councilor Quimby stated that the Board of Education had been very active in workshops with Union 47 discussing the possibility of forming a SAD and the at large search for a new school superintendent.

H. City Manager's Report: 7:19 PM #2495

The City Manager spoke on the following topics:

- Rapid Renewal Program
- Update on the Maine Eastern Rail Service from Brunswick to Rockland
- Update on the BRAC meetings

I. Committee Reports: 7:30 PM #2884

Councilor Wyman shared the following letter forwarded to him by Joanne Troy, Executive Director of the Bath Housing Authority with Council.

January 11, 2005

Dear Joanne,

We both just wanted to say how grateful we are to you for all you do for the Bath community. We absolutely LOVE our house! Every time we walk into it we can't stop raving about how lucky we are. Your line of work is a truly amazing one. I hope you feel the same satisfaction knowing that you have placed a young couple in a clean, safe home that we feel after buying it. I can't wait to see where your next project brings you.

Thank you once again.

Sincerely,
Vanessa Allen and Drew Mayer

Councilor Wyman shared a list of Water Districts in the State of Maine showing that Bath Water District ranks 24th in the rates charged. He gave the Council a copy of the following letter from Trevor Hunt, Bath Water District Superintendent, explaining the fire hydrant issue.

Bernie;

I just wanted to follow up on your e-mail of yesterday regarding the hydrants.

I looked back in the files and we have a 1978 Memorandum of Agreement with the City which states; " It shall be the joint responsibility of the City of Bath and the Bath Water District through a cooperative effort under the direction of the Fire Chief of the City of Bath to remove snow and ice from fire hydrants as designated by prevailing weather conditions. In furtherance of this cooperative effort, the Bath Water District further agrees to provide the equipment, to wit: a backhoe and an operator therefore. The City of Bath in furtherance of this cooperative effort agrees to provide additional personnel as may be needed."

In April of 1978 a follow up letter from the BWD Superintendent to Larry Cilley, City Manager states: "The District would like to reaffirm its position relative to snow removal at hydrants. In the interests of community cooperation and public safety, the District will continue to assist the City, under the direction of the Fire Chief, in the removal of snow at hydrants, when and if its personnel and equipment are available. The foregoing is a continuation of past policy and practice."

A 1982 Memorandum of Understanding of November 1882 states: "Snow removal around hydrants will continue to be accomplished by a joint effort between the City of Bath and Bath Water District with the City's Fire Department acting as team leader. The Water District will furnish a bucket loader and operator.

These documents are available if you would like copies.

All hydrants in West Bath, Woolwich and East Brunswick are cleared (and have been cleared) by the respective Fire Departments.

Our efforts in November of 2004 to work with the Fire Department and to prepare for this years storms were met with no response. We had hoped to initiate an "Adopt a Hydrant" program in which residents and businesses helped us with this task, as public safety is actually everyone's responsibility.

Our crew have been extremely busy with 7 leaks so far, (including one today on upper High Street), numerous freeze ups and of course our meter change out program which requires appointments with customers. We have been and are always prepared to honor our above agreement to assist with snow removal but with our very limited resources we need the Fire Department to take the initiative.

Hope that helps explain our position, I am very concerned that there are many hydrants completely buried and possibly more snow to come.

Trevor

Councilor Hart reported that the SCLC Committee at Morse High is instituting a "Student of the Quarter" program where the student chosen receives a month's free parking privileges.

Regarding the Community Policing Committee he reported that Reverend Greg Vinson was now training chaplains at the Police Academy, Chief Lizanecz has been appointed to the Advisory Board of the Maine Community Policing Institute and the Police Department has started a "Project Good Morning" for elderly and disabled residents where the resident registers with the police department and calls in each morning. If the resident doesn't call in, the Police Department checks on the person to make sure they are alright.

Council Daigle reported that he had attended the Fisher Mitchell PTA spaghetti supper and skating party and said a wonderful time had by all the attended.

Councilor Quimby stated that he had gotten many good reviews on the window installed at the skating hut at Goddard's Pond.

Council Wyman commended Councilor Quimby on his volunteering to teach classes on rough plumbing for the Vocational students at Morse.

Chairman Winglass met with Dr. Patten regarding getting a new leader for the Shariki program. They met with Maggie Allen, Board of Education Chairman, to discuss where the program's future might be going.

He also reported on the Finance Committee meeting. The Committee was updated on the City's financial status to this point and he said the figures appear to be right on target. He stated that there is a problem with ambulance fee structure that needs to be addressed. The Committee will be meeting quarterly.

Chairman Winglass next reported on the Southend Park Committee. He stated that he had resigned as Chairman of that committee and Tom Hoerth had been chosen to replace him. They discussed BIW starting Phase II of the project and the application for a landscaping grant.

Chairman Winglass reported on the Community Reads Program. The book being used this time is called The Kite Runner.

J. Old Business: 7:42 PM #3441

There was a brief discussion as to how Council would like to have the funds received from drug seizures directed in the City budget. It was the consensus of Council that these funds be directed towards drug education and enforcement when possible.

K. New Business: 7:50 PM #3668

Item K15 – Appointment: Two Members to the Bath Housing Authority Board of Directors. Term Expiration February 2010

Motion by Councilor Mitchell to nominate Catherine Powers of West Bath and Storrs Bigelow of Phippsburg to be reappointed to their present positions.

VOTE on BHA Members:

Yeas: 8

Nays: 0

Appointments passed unanimously. 8-0

At 7:52 PM Councilor Pagurko made a motion to go into Executive Session to discuss a Labor Negotiations Matter pursuant to 1 MRSA, Section 405 (6) (D). Councilor Quimby seconded the motion. All in favor.

At 8:19 PM Councilor Quimby made a motion to come out of Executive Session. Councilor Blake seconded the motion. All in favor.

Item F13 – Resolution: Approve Non-union Employee Schedule of Salaries effective July 1, 2004 was taken up at this time.

Chairman Winglass read the following Resolution:

RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BATH, MAINE, that the Non-Union Employee salary schedule for the period commencing July 1, 2004 and terminating on June 30, 2007 be and hereby is adopted as part of the City Operating Budget. Summary of Non-Union Employee salaries as of July 1, 2004, with scheduled salary adjustments is attached dot this resolution as Exhibit “A”.

A complete copy of the Exhibit A is included with the Agenda Materials for the February 2, 2005 Council Meeting on file in the City Clerk’s office.

Motion by Councilor Hinds, second by Councilor Pagurko to put this item on the floor for discussion.

No comments.

VOTE on Resolution:

Yeas: 8

Nays: 0

Resolution passed unanimously. 8-0

The meeting adjourned at 8:22 PM with a motion by Councilor Pagurko, second by Councilor Quimby. All in favor.

Attested:

Mary J. White, City Clerk

Please note: These minutes are not recorded verbatim. A tape recording of the meeting is available for review in the City Clerk's office during regular business hours.