

**Budget & Finance Committee**  
Thursday, March 9, 2017– 5:00 p.m.  
1<sup>st</sup> Fl. Council Committee Room – City Hall  
**-Minutes-**

**Present:** Chair, Councilor Scott Memhard; Councilor Joseph Ciolino; Councilor Joseph Orlando

**Absent:** None.

**Also Present:** Councilor O’Hara; Jim Destino; Kenny Costa; John Dunn; Karin Carroll; Harbormaster T.J. Ciarametaro; Tom LaFleur; Fire Chief Eric Smith; Tony Gross; Mike Hale; Dr. Richard Safier; Larry Durkin; Jonathan Pope

The meeting convened at 5:30 p.m.

**1. Memorandum from Public Health Director re: request permission to increase in spending limit on the Vaccine Revolving Fund**

**Karin Carroll**, Public Health Department Director, requested that the Council increase the spending limit for the Vaccine Revolving Fund from its current cap of \$45,000 to \$60,000 as the department has reached its cap. She explained the following: The department inoculates 2,000 adults in the community each year and goes up by about 200 vaccines each year. The city can now bill for the vaccine doses and is part of the reason for the request to raise the Fund’s cap, and also because medical insurance reimbursement rates have gone up -- the vaccines cover it. This was termed a good program for the community, with vaccine clinics well attended. Data collection is available as to why Gloucester residents use the department’s vaccine clinics verses being inoculated in a doctor’s office or pharmacy. This program also provides assistance to the city’s seniors and is a convenience to them as well. The department is able to make \$13 per vaccine given because staffing costs are low, using the MRC volunteers and using a regional agreement to utilize nurses from other communities as well the current program. **Ms. Carroll** advised the cap was raised several years ago. **Kenny Costa**, City Auditor, acknowledged the same and noted this increase is a natural progression of the success of the vaccination program. Both agreed the \$60,000 is a good level for now. **Ms. Carroll** noted her department hopes to expand the vaccination program with the extra revenue offer shingles vaccines, reminding the Committee that the Vaccine account can only be used for that single purpose. There is a large waiting list of residents who want the shingles vaccination service.

**COMMITTEE RECOMMENDATION:** On motion by Councilor Orlando, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed, in accordance with MGL c. 44, §53E-½ to increase the spending limit for the Vaccine Revolving Fund #3107, from a spending limit of \$45,000 to a new spending limit of \$60,000 for the purchase of flu vaccines. The authorized officer of the Fund is the Public Health Director. The fund is credited from fees; the balance is the available balance, and there are no restrictions to the fund.

**2. Memorandum from Harbormaster re: request acceptance of grant from the Seaport Economic Council for \$80,000**

**Harbormaster T.J. Ciarametaro** briefly described that the city is in receipt of a Seaport Economic Council (SEC) Grant in the amount of \$80,000 for the purpose of conducting a feasibility study in order to find what the most appropriate location for a Harbormaster Department facility is, although not ruling out where they are positioned now with a long-term lease from National Grid at Solomon Jacobs Pier on Harbor Loop. He pointed to the fact that other Massachusetts waterfront communities are receiving vast sums from the SEC and Gloucester is being left behind. He noted that the feasibility study will take into account rising sea levels, facilities available close to the downtown, wave break and other important factors. They may be in the best possible spot, he suggested, but the feasibility study is a stepping stone for the state to realize the Harbormaster’s Department is in the right spot then they will help contribute to the city’s future goals.

**Tony Gross**, Waterways Board Chair, said that if a different location is deemed more appropriate through the feasibility study, the SEC is more likely because of it, to help to fund the build out of a new Harbormaster’s Department facility with a 25% match. There are small communities getting \$1 million facilities, he said, and it is time for Gloucester to be considered on the same level. **Harbormaster Ciarmetaro** noted that it was recognized at the SEC when they made their presentation showing what this port is doing in volume in commercial and

recreational boating/transient boating, the SEC is recognizing that the city needs a legitimate place for people to come and to understand it's about the community roles as well -- working with the YMCA and High School sailing programs, etc. **Mr. Gross** said it is not just in the facility, not just about getting transient boaters here, but it is leaving money on the table by having boaters sail right by Gloucester but also a modern harbormaster's office is necessary for one of the biggest small ports on the Mass. coastline. **Harbormaster Ciarmetaro** said they are making strides in promoting the Port of Gloucester. The Harbormaster's Department, he said they can bring up tourist to the city through its waterways without jamming the city's roadways, but he reminded the Committee that they have certain restrictions because of the Designated Port Area but they also want to move Gloucester forward to create a port that is welcoming and accommodating. He said for some reason the city's not been that accommodating in the past but they're looking to change that.

**Councilor Memhard** said the understanding is that the SEC will expect a range of choices for locations. **Mr. Gross** said the study will be conducted by an engineering firm, like GZA, Weston & Sampson, CLE, all of whom have worked as consultants previously and currently with the city, and whichever engineering firm who is the winning bid for the RFP will look at the city as a whole. They are not limited by the listed properties named in the grant application, he pointed out. The consultant will determine what is the best location and the best facility for the city to serve its purposes. He conveyed that in the grant application to the SEC the city had to list any commercial waterfront property for sale and any city property also. This grant requires a match which will come from the city's Brownfield Grant funds through the EPA, **Mr. Gross**, responding to **Councilor Orlando's** inquiry. Matches can come through other sources, **Mr. Gross** noted.

**Councilor Ciolino** said they're doing a study of four sites, or more, and asked whether whether Harbor Loop is eligible for funding as it is not city-owned property. **Mr. Gross** said they can't get an answer in writing from the SEC whether that property is eligible or not. There is no guaranty on any location, he said. They briefly discussed the change of command on the Seaport Bond Council, and that if they make a strong enough case for funding a property where the city held a long-term lease it could be possible. **Mr. Gross** suggested it would not be a problem with a long-term lease. **Councilor Ciolino** asked if the lease would be taken into consideration in the study. **Mr. Gross** confirmed it would. He said they may give different scenarios of different sites and what the cost/benefits are. The study is expected to be put out to bid as soon as the SEC okays it. **Harbormaster Ciarmetaro** briefly described the SEC funding process with the Committee. **Councilor Ciolino** noted this effort would be under the auspices of the Waterways Board, and asked if there would be community input as part of the feasibility study. **Mr. Gross** said that would be part of the RFP; the Administration's role has grown considerably in the Harbormaster's Department and will be assisting in guiding the process.

**Councilor Orlando** said depending on which property is most beneficial will it change how much funding is associated with each. **Harbormaster Ciarmetaro** explained the formulas involved in brief to the weighing of all the pros and cons of a potential site. If the feasibility study is funded with a positive result, it is usual the SEC funds the next steps, he said. He cited that Plymouth got \$1.1 million from the SEC but Plymouth's waterfront is all city-owned land. **Mr. Gross** said that Gloucester has had to live under the constraints of the DPA, and waterfront property that is mostly privately owned, as it has since the waterfront was developed, and suggested that the SEC should have an exemption carved out for them because Gloucester of that fact. It was pointed out Plymouth and Scituate doesn't have to live with DPA restrictions.

**Councilor Memhard** said 104 Commercial Street is on the market (Cape Pond Ice which he is an owner of), and was listed in the grant application as one possible site, and as such he would abstain from voting under MGL c.268A. **Mr. Gross** added for the record that Councilor Memhard did not proffer that property to the city at any time as a potential location for a new Harbormaster's Department facility.

**COMMITTEE RECOMMENDATION: On a motion by Councilor Orlando, seconded by Councilor Ciolino, the Budget & Finance Committee voted 2 in favor, 0 opposed, 1 (Memhard) abstained, to recommend that the City Council under MGL c. 44, §53A accept a Massachusetts Seaport Economic Council grant of \$80,000 for the purpose of conducting a feasibility study pursuant to determining an appropriate location for the Gloucester Harbormaster's Office. This grant requires a match, fund of which will be covered by the city's EPA Brownfield Grant.**

- 3. Memorandum from Gloucester Public Schools' Director of Operations re: request creation of new Revolving Fund for the West Parish Before School Program, and increasing spending limit on the Preschool Revolving Account*

**Tom LaFleur**, Gloucester Public Schools' Director of Finance and Operations explained that he is asking the Council to approve the creation of a new revolving fund for the West Parish Before School Program with an annual spending limit of \$35,000. The student activity audit showed there was a need for proper accounting of this program and this solves that issue.

**COMMITTEE RECOMMENDATION:** On motion by Councilor Orlando, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council establishes under MGL c. 44, Sec. 53E-1/2 a West Parish Before School Program Revolving Fund #0317 for the purpose of fees/charges, the use of the fund is for Salary/Expenses. The authorized officer of the Fund is the School Department (School Department Director of Finance & Operations). The fund is credited from fees/charges; the expenditure limit is \$35,000; the fund balance is the available balance, and there are no restrictions to the Fund.

**Mr. LaFleur** asked that the Council approve an increase to the annual spending limit on the Preschool Revolving Fund from \$80,000 to \$125,000. He said this was due to the increasing popularity of the city's preschool program. He needs the authority to spend it. **Councilor Orlando** commented this was a good problem to have.

**COMMITTEE RECOMMENDATION:** On motion by Councilor Orlando, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council accept under MGL c. 44, Sec. 53E-1/2 an amendment of the expenditure limit of the Preschool Revolving Fund from \$80,000 to \$125,000 in Fund #0308, the use of the fund is for Salary/Expenses. The authorized officer of the Fund is the School Department (School Department Director of Finance & Operations). The fund is credited from fees/charges; the expenditure limit is \$125,000; the fund balance is the available balance, and there are no restrictions to the Fund.

**4. Memorandum from Fire Chief re: request acceptance of a FY17 Mass Decontamination Unit Deployment & Training Grant in the amount of \$2,000**

**Fire Chief Eric Smith** requested that the Council accept a Mass. Department of Public Health (MDPH) FY2017 Mass Decontamination Unit (MDU) Deployment and Training grant for \$2,000 to hold the usual annual drill with the Addison Gilbert Hospital which he briefly described and covers the department's overtime for staffing. Once approved they'll meet with the hospital to arrange a date for the drill, he noted for **Councilor Memhard**. The trailer is stored outside at the Bay View Fire Station, it was noted. The contract has been extended for this program ending June 30, 2017. There is no match, **Councilor Orlando** confirmed with **Chief Smith**.

**COMMITTEE RECOMMENDATION:** On motion by Councilor Orlando, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council accept under MGL c. 44, §53A a state grant from the Massachusetts Department of Public Health, the FY2017 Mass Decontamination Unit Deployment and Training Grant for \$2,000. This grant ends June 30, 2017 with no match required.

**5. Memorandum from CFO re: request Loan Order to fund the Gloucester High School Roof Project in the amount of \$5,000,000**

**Dr. Richard Safier**, Superintendent of Schools, said a feasibility study was conducted, sent to the Massachusetts School Building Authority (MSBA) in late Dec. 2016, and the project was approved by the MSBA Board on Feb. 15, 2017. He reported that during the assessment of the roof conditions it was discovered that 36% of the roof actually hadn't been built 20 years ago but in fact was constructed in 2005 making it 12 years old only, and the MSBA has an absolute age cut off point of 20 years when funding these kinds of projects. He said that percentage in terms of dollars had to be backed out as to what is reimbursable by the MSBA. The project is \$4.7 million and with the contingencies the project comes to \$4.9 million. The MSBA reimbursement is \$2.058 million so the city's share of the overall cost is \$2.8 million. The request for the total project in order to be undertaken this summer will require approval and authorization, bidding process promptly. The budget summary for the GHS school roof project as recounted in the CFO's memo (on file) in the B&F Committee's agenda packet is as follows:

Architectural, Engineering and Project Management

\$ 478,674

Construction Costs	\$4,229,171
Alternates and Miscellaneous	\$ 2,500
Contingencies	\$ 232,604
Total Project Budget	\$4,942,949
Maximum MSBA Grant	\$2,058,718
City of Gloucester Share	\$2,874,232

**John Dunn**, CFO said the total request was rounded to \$5 million because he didn't want to come back to the Council for small amounts if it was need. He pointed out, as is the norm, if the total amount is not needed it won't be spent and repurposed he will come to the Council to have the loan remainder rescinded. The project did expand which was due to, as Dr. Safier said, that about 36% of the roof was done in 2005/2006. Because of the location of the school (immediately next to the Annisquam River and adjacent to Gloucester Harbor) that 36% of the school roof is at the end of the useful life, but as previously noted, the MSBA won't fund through a reimbursable grant any roof project under 20 years old, and so the city has to pick up that 36% completely. The extras are the 36% of the roof added; some plumbing work, some skylight work and other small parts while they're on the roof anyway.

He advised that the GHS Roof Building Committee wants to do the roof in white rather than black and increasing the thickness of the membrane that goes onto the roof. One of the big things causing problems is gulls dropping things on the roof and puncturing the relatively thin membrane on the roof now. The damage by the gulls creates holes and tears in the membrane which leads to delamination of the membrane and leaks. He advised it is hoped that by using the white color to discourage gulls, installing a thicker membrane it will get 20 years useful life out of the new roof. It makes sense to do the entire roof and do it in current year dollars, he said, and it makes sense to get it done now.

**Mike Hale**, Public Works Director, advised that the roofing product is a rubber PVC membrane, the same as is installed on the O'Maley Innovation Middle School, he confirmed.

**Jim Destino**, CAO, said the 36% is \$1.3 million. He said the city advocated to the MSBA and thanked the MSBA for taking the city into their accelerated program so they have to do the project this summer and by doing so will avoid having to utilize swing space for high school students at the start of the 2017/2018 school year. The 36% of the roof is mainly over the cafeteria, he noted. The city petitioned the MSBA strongly and **Mr. Destino** reported he had a dynamic conversation just last week with the MSBA Director. He advised that when the city goes out to bid on the project, the MSBA Director has said he will talk with the contractors directly to have the bidders sharpen their pencils. **Mr. Destino** said almost 100 communities applied for this program and Gloucester was the only community on the list twice -- for the GHS school roof and for East Gloucester Elementary School replacement. This school roof work needs to be done and this is right this time, he said.

**Councilor Orlando** said when he was in high school there were issues with leaking in the GHS Field House. There are enough school problems, he said, and didn't want this issue to add to it.

**Councilor Ciolino** asked to see a breakdown as to how the money will be spent and itemized for the record for the Council. The MSBA holds the city to report the details on what is spent, he pointed out, but recognized the importance of the entire roof being handled as one entire project.

**Councilor Memhard** said the public perception that it is all about the membrane. **Dr. Safier** said there are certain things on the roof that have to be raised up because of the installation of a thicker membrane and then there are issues about piping for compliance to regulations. The cost to the city is \$2.8 million; the total cost with contingencies is \$4.9 million and the loan authorization they're asking the Council to endorse is for \$5 million, he reiterated.

**Councilor Orlando** said that the city can't afford to replace another building and they need to take care of what they have and would vote in favor of the loan authorization.

**Councilor O'Hara** asked if there is an independent engineering report on the roof project. **Mr. Destino** said KBA Architects (a consulting firm) gave the city an initial estimate on the project. When the city is accepted into the accelerated program the MSBA assigns an Owners Project Manager (OPM) and they do the engineering report. He pointed out that the city hasn't gone out to bid yet and put the bid specifications together. Councilor O'Hara said he's been to view the GHS roof twice and that he's looking to justify to the public that they have a totally qualified person willing to put their stamp on the fact that the roof is in the failure mode. **Mr. Destino** said there are layers of that, starting with the city's own Facilities Manager, to the Public Works Director, to KBA and to the State. **Mr. Dunn** said he would forward the entire documentation from Baker/Whol Architects (referring to the on file partial document with the Committee as distributed to the Council entitled, 13 December 2016, Existing Conditions Assessment for Roof Replacement at Gloucester High School, Prepared for the City of Gloucester, MSBA

Accelerated Repair Program (Draft)). **Dr. Safier** said that this all had to go through the MSBA. **Councilor O'Hara** said he is concerned that the money be spent wisely.

**Jonathan Pope**, School Committee Chair, said the thicker membrane gets an additional five year warranty and is worth it as the work has to be done. The skylights are mostly over the shops, he noted. They'll be putting membrane up over the Field House which is currently a metal roof. The quality of work done in the reconstruction on that portion of the roof was substandard, he said. **Mr. Destino** assured the work will be done right.

**Mike Hale**, Public Works Director, said that the 2005 roof installation has been performing very well, confirming for **Councilor Memhard**. He showed video on his phone to the Committee of the delamination of the school's roof during a wind event as it literally waved in the breeze.

**Councilor O'Hara** said it seems the homework is being done and in 24 years this roof looks like it will still be functional.

**COMMITTEE RECOMMENDATION: On motion by Councilor Orlando, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council authorize the following loan order:**

**ORDERED: That the City of Gloucester appropriates the amount of Five Million (\$5,000,000) Dollars for the purpose of paying costs of roof repairs on the Gloucester High School located at 32 Leslie O. Johnson Road in Gloucester, including the payment of all costs incidental or related thereto (the "Project"), which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the City may be eligible for a grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended under the direction of the GHS Roof Building Committee. To meet this appropriation the Treasurer with the approval of the Mayor, is authorized to borrow said amount under M.G.L. Chapter 44, or pursuant to any other enabling authority. The City acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the City incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the City; provided further that any grant that the City may receive from the MSBA for the Project shall not exceed the lesser of (1) Fifty-Eight and Nineteen Hundredths Percent (58.19%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA and that, the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the City and the MSBA.**

**FURTHER ORDERED: That any premium received by the City upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.**

**FURTHER ORDERED: That the Treasurer is authorized to file an application with the Municipal Finance Oversight Board to qualify under Chapter 44A of the General Laws any or all of the bonds authorized by this order and to provide such information and execute such documents as the Municipal Finance Oversight Board may require for these purposes.**

This matter is advertised for public hearing.

**6. Memorandum from CFO re: request Loan Order to fund Phase One of upgrades to Haskell Dam for \$1,800,000**

**Mr. Hale** explained that the Haskell Dam and reservoir is located off of Forest Lane off which is adjacent to Route 128. The reservoir can be seen from the highway, he noted. The reservoir holds approximately one-third of the city's drinking water supply. **Larry Durkin**, City Environmental Engineer, noted that the city is pumping water from Haskell to Dykes at this time. **Mr. Hale** continued that the Haskell Dam was constructed in 1905 and has needed little maintenance since. He reported that during the recent dam inspections, having lagged behind on inspections and compliance in the past few years, the dam is considered a "High Hazard Dam" not a "highly hazardous dam" as had been reported in a local daily newspaper. A High Hazard Dam is defined as property

downstream would be damaged should the dam be breached. He said that the dam is in need of reconstruction which the department is phasing into two stages. What is before the Committee is funding of Phase One, estimated to cost \$1.8 million. He advised that the has been approved for a \$500,000 grant and a \$500,000 low interest loan through the Mass. Executive Office of Energy and Environmental Affairs (EEA) to support the costs of this project or in essence \$1.3 million for Phase One work. The EEA funds are part of the dam and sea wall money that Mr. Durkin applied for, and he noted that they had received money for the initial evaluation, and now this is the construction piece of the overall project. **Mr. Durkin** reported that the city received an EEA grant of \$75,000 to develop the designs for the Phase One and Two projects. Mr. Hale advised that this is a rather complicated but very necessary project. He commented that Gloucester is fortunate in its very rich surface water supplies, noting that the city's forefathers were mindful in protecting Gloucester's watershed lands: in East Gloucester; Babson Reservoir; Goose Cove; Dykes; Wallace Reservoirs. He reiterated it is very important to keep Haskell Dam in good condition saying should the dam breach it would be catastrophic to the city not just in damage but also losing that fresh water reserve. **Mr. Durkin** added that Haskell Dam looks like a quiet dam by the side of the highway but it provided the city with one-third of its water volume last year, 330 million gallons of water.

At prompting by **Councilor Ciolino**, **Mr. Durkin** briefly reviewed that Phase One work consists of the spillway and the stilling basin; and what the dam doesn't do is pass the design event storm by the state Office of Dam Safety. By completing Phase One, it will allow the city to pass that design event storm. Mr. Hale pointed out that the spillway can be seen when driving by Russell Avenue, Maplewood Avenue and Poplar Street and look towards Babson one can see the spillway. **Mr. Durkin** said they don't have a stilling basin, which means they don't have a way to drain down the dam to go up Forest Lane right now -- the only way is to pump it to Dykes. It is to give valve and hydraulic control, he noted. The spillway drains to the stilling basin below and then there will be some piping. They will also get the banks cut down because it is all overgrown, he noted, saying that this is an important structure and resource especially in times of drought.

**Mr. Hale** reminded the Committee that in the end there is another phase. **Mr. Durkin** expanded that it was initially thought that what they were asking for would take care of the whole dam, but in drilling the embankment to check the stability of the soil, it was found to be unstable and so it doesn't meet current state earthquake standards. The fix is slope regrading and briefly described the process to the Committee. He advised that in 2010 they replaced the pumps in the pump house and put in a flow meter but that they didn't take care of the valving in the yard. **Mr. Hale** added they can pump the water from Haskell under Route 128 down to Dykes so they can transfer water as needed, as well as from Wallace.

**Mr. Hale** said this is a necessary project and trying to do it in the most economical fashion as possible. This is directly associated with the Water Enterprise Fund, he noted. He reviewed that the city has received \$170,000 for the initial Phase One inspection and then for the sea walls at Blynman Canal, and then the \$500,000 grant and \$500,000 low interest loan. They will continue to apply for grant opportunities and will learn in the fall if they are to receive funding for Phase Two. Even if they got money next year they don't anticipate being in position to do Phase 2 next year. **Mr. Destino** said there are so many needs there is no way to fund them all. This is preventive maintenance so that there is not a major catastrophe. **Councilor O'Hara** spoke to **Mr. Durkin** in great detail about the project and agreed with the information both Mr. Durkin and Mr. Hale imparted. He suggested photographs or video of the dam's current condition will be helpful to the Council. The design is a 100 year storm back to back with 18 inches of rain over three days, it was noted. **Mr. Hale** and **Mr. Durkin** touched upon the Babson reservoir briefly as well.

**COMMITTEE RECOMMENDATION: On motion by Councilor Orlando, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council authorize the following loan order:**

**ORDERED: That the City of Gloucester appropriates One Million Eight Hundred Thousand Dollars (\$1,800,000) to pay costs of Phase 1 of the Haskell Dam upgrade project, including the payment of all costs incidental or related thereto. To meet this appropriation the Treasurer, with the approval of the Mayor is authorized to borrow said amount under and pursuant to M.G.L. Chapter 44, Sections 7 or 8, or pursuant to any other enabling authority. The Mayor and any other appropriate official of the City are authorized to apply for, accept and expend any and all grants or gifts that may be available to the City to pay costs of this project. Any premium received by the City upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.**

**FURTHER ORDERED:** That the Treasurer is authorized to file an application with the Municipal Finance Oversight Board to qualify under Chapter 44A of the General Laws any or all of the bonds authorized by this order and to provide such information and execute such documents as the Municipal Finance Oversight Board may require for these purposes.

This matter is advertised for public hearing.

***7. Memo from City Auditor regarding accounts having expenditures which exceed their authorization & Auditor's Report and other related business***

**City Auditor,** Kenny Costa, briefly reviewed his report with the Committee (on file).

**A motion was made, seconded and voted unanimously to adjourn the meeting at 6:40 p.m.**

**Respectfully submitted,**  
*Dana C. Jorgenson*  
**Clerk of Committees**

**DOCUMENTS/ITEMS SUBMITTED AT MEETING:**