

*** DES MOINES CITY COUNCIL MEETING REPORT ***

The City Council took the following action on items listed in the attached meeting agenda summary. Copies of ordinances, resolutions and other Council action may be obtained from the City Clerk's Office (515) 283-4209. The six-digit number beginning with '16-' preceding each item on the agenda is a roll call number assigned by the City Clerk. Please refer to this number when requesting information or copies.

SUMMARY OF DES MOINES CITY COUNCIL MEETING

Municipal Service Center, Council Chambers

1551 E. M.L. King Jr. Pkwy.

Des Moines, Iowa 50317

November 21, 2016 4:30 PM

I. CLOSED SESSION – 3:30 PM Ewing Room 213

- (A) Roll Call. Present: Cownie, Gatto, Gray, Hensley, Moore and Westergaard. Absent: Coleman. Council Member Coleman entered during item B.
- (B) Recess, and reconvene in closed session pursuant to Section 21.5, subsection 1, paragraph C, of the Iowa Code, to discuss necessary strategy with counsel in matters that are presently in litigation or where litigation is imminent, where its disclosure would be likely to prejudice or disadvantage the position of the City. **Moved by Hensley to adopt. Motion Carried Upon Roll Call 7-0.**
- <u>16-1961</u> (C) Closed Session.
- (D) Terminate closed session and reconvene in open session. **Moved by Gatto to adopt. Motion Carried 7-0.**
- 16-1963 (E) Motion to adjourn. **Moved by Moore to adjourn at 4:34 PM. Motion Carried 7- 0.**

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11/21/2016

INVOCATION: Council Member Chris Coleman

- 1. ROLL CALL: **Present: Cownie, Coleman, Gatto, Gray, Hensley, Moore and Westergaard.**
- 2. APPROVING AGENDA, AS PRESENTED AND/OR, AS AMENDED: **Moved by Hensley to adopt. Motion Carried 7-0.**
- 3. APPROVING CONSENT AGENDA * items 3 through 43: **Moved by Hensley to adopt the balance of the consent agenda. Motion Carried 7-0.**

*Note: These are routine items and will be enacted by one roll call vote without separate discussion unless someone, Council or public, requests an item be removed to be considered separately.

LICENSES AND PERMITS

4. Approving Alcoholic Beverage License Applications for the following: Moved by Hensley to adopt. Motion Carried 7-0. Council Member Coleman votes No on item S.

NEW APPLICATIONS

(A)	ANGRY GOLDFISH	2301 SW 9TH ST	C Liquor
(B)	_ ANNIES IRISH PUB	_ 204_3RD ST	-C Liquor
(C)	BASH EVENTS & CATERING	-1312 LOCUST ST	C Liquor

RENEWAL APPLICATIONS

(D)	BIANCHIS HILLTOP	2820 HUBBELL AVE	C Liquor
(E)	C FRESH MARKET	801 UNIVERSITY AVE	E Liquor
(F)	EASTGATE LAUNDROMAT	1424 E OVID AVE	B Beer
(G)	_EL BUEN SABOR LATINO	_ 1130 E 9TH ST	– C Liquor
(H)	EL RODEO #2	1234 E EUCLID AVE	C Liquor
(I)	EUROPA GROCERIES	3839 MERLE HAY RD	C Beer
(J)	FLIX BREWHOUSE IOWA	3800 MERLE HAY RD	C Liquor
(K)	HIGH LIFE LOUNGE	200 SW 2ND ST	C Liquor
(L)	HY VEE GAS #4	4701 FLEUR DR	C Beer
(M)	JAVA JOES COFFEEHOUSE	620 CHERRY ST	C Beer/Wine
(N)	JAVA JOES COFFEEHOUSE	214 4TH ST	C Beer/Wine
(O)	JUNIPER MOON	2005 INGERSOLL AVE	C Liquor
(P)	LIME LOUNGE	435 E GRAND AVE	C Liquor
(Q)	QUIK TRIP #541	2428 HUBBELL AVE	C Beer
(R)	ROYAL MILE *(1)	210 4TH ST	C Liquor
* (S)	SAHOTA FOOD MART	1805 SE 14TH ST	E Liquor
(T)	SKIPS	4000 FLEUR DR	C Liquor
(U)	SLEEPY HOLLOW SPORTS	4051 DEAN AVE	C Liquor

(V) SUDSUCKERS 1511 E ARMY POST RD C Liquor
(W) TRIANGLE TAP 2506 POST ST C Liquor
(X) VAUDEVILLE MEWS 212 4TH ST C Liquor

SPECIAL EVENT APPLICATIONS

- (Y) DES MOINES EUROPEAN 313 WALNUT ST Five (5) Day License Special Class C Liquor (Beer/Wine) License for Christkindl Market on December 2-4, 2016.
- (z) EMBASSY CLUB WFP 100 LOCUST ST Five (5) Day License Class C Liquor License for event on December 2, 2016.
- (AA) GATEWAY MARKET MLK 1415 WOODLAND AVE Five (5) Day License Special Class C Liquor (Beer/Wine) License for Revel Read Gala on December 3, 2016.
- 5. City Clerk to issue Cigarette/Tobacco/Nicotine/Vapor Permits. Moved by Hensley to adopt. Motion Carried 5-2. Nays: Cownie and Moore.
- 6. <u>City</u> Clerk to issue Coin Operated Machine Licenses. **Moved by Hensley to adopt. Motion Carried 7-0.**
- 7. Consideration of Special Class C Liquor (Beer/Wine) License for Gateway Market MLK at 1200 Grand Avenue for an event on December 2, 2016. Moved by Hensley to adopt. Motion Carried 7-0.

PUBLIC IMPROVEMENTS

- 8. Ordering construction of the following:
- (A) <u>City</u> Hall and Police Station Façade Improvements: Receiving of bids, (12-20-16), Setting date of hearing, (1-9-17). Construction estimate, \$931,469. (<u>Council Communication No. 16-657</u>) **Moved by Hensley to adopt. Motion Carried 7-0.**
- (B) Evergreen Avenue Bridge over Easter Lake Replacement: Receiving of bids, (12-6-16), Setting date of hearing, (12-19-16). Construction estimate, \$1,018,000. (Council Communication No. 16-658) Moved by Hensley to adopt. Motion Carried 7-0.
- 9. Approving and authorizing the execution of the Iowa Department of Transportation (IDOT) Agreement for the resurfacing of Hickman Road (US6) in the Cities of Clive, Urbandale, Windsor Heights and Des Moines from I-35/80 east to the east junction of Merle Hay Road (IA 28). (Council Communication No. 16-655) Moved by Coleman to adopt and refer to the City Manager to discuss with IDOT their future improvement plans for the medians and arterial streets they maintain in Des Moines and to study and make recommendations regarding the 5-way stop intersection at Merle Hay and

Hickman. Motion Carried 7-0.

- 10. Authorizing submittal of Federal Surface Transportation Block Grant (STBG) Fund FY2021 applications to the Des Moines Area Metropolitan Planning Organization (MPO). (Council Communication No. 16-662) Moved by Coleman to adopt and refer to the City Manager to keep the Council informed regarding how they can assist and advocate for full funding of the Southeast Connector Project and the East Douglas Avenue Project. Motion Carried 7-0.
- 11. <u>Approving</u> contract and bond for construction of Skywalk Bridge 7D-8D Repairs with an estimated cost which is less than the Iowa code competitive bid threshold, Jasper Construction Services, Inc. (Cliff Rhoads, President), \$72,600. (<u>Council Communication No. 16-660</u>) Moved by Hensley to adopt. Motion Carried 7-0.

WITHDRAWN

- 12. Approving agreement with Iowa Interstate Railroad, Ltd. for track protection services and track work necessary for installation of flood gates at the ends of Iowa Interstate Railroad's Des Moines River Bridge as part of the Downtown Closure Improvements Project.
- 13. <u>Communication</u> from contractors requesting permission to sublet certain items on Public Improvement Projects. **Moved by Hensley to adopt. Motion Carried 7-0.**
 - 14. Accepting completed construction and approving final payment for the following:
- (A) Glendale Cemetery Abbey Restoration Phase 1, Innovative Masonry Restoration, LLC. Moved by Hensley to adopt. Motion Carried 7-0.
- (B) 56th Street Rehabilitation from Grand Avenue to Ingersoll Avenue, OMG Midwest, Inc. d/b/a Des Moines Asphalt & Paving. **Moved by Hensley to adopt. Motion** Carried 7-0.
- (C) <u>SE</u> 14th Street Sidewalk from Park Avenue to Army Post Road, Gruss Construction, LLC. **Moved by Hensley to adopt. Motion Carried 7-0.**
- 16-1981 (D) 2013 Sewer Lining Program, SAK Construction, LLC. **Moved by Hensley to adopt. Motion Carried 7-0.**
- 16-1982 (E) 2015 Sewer Repair Contract 1, Raccoon Valley Contractors, LLC. **Moved by** Hensley to adopt. Motion Carried 7-0.

SPECIAL ASSESSMENTS

15. <u>Levying</u> assessments for costs of Nuisance Abatement-NAC Emergency Orders (Community Development), Schedule No. 2016-11. **Moved by Hensley to adopt. Motion Carried 7-0.**

LAND/PROPERTY TRANSACTIONS

- 16. <u>Authorizing</u> and approving release of an easement for sanitary sewer right-of-way in portions of 1424 E. Euclid Avenue. **Moved by Hensley to adopt. Motion Carried 7-0.**
- 17. Release of PUD Restoration Bond for grading work at 2100 Meadow Court. (Council Communication No. 16-652) Moved by Hensley to adopt. Motion Carried 7-0.
- 18. <u>Approving</u> tax abatement applications for the additional value added by improvements completed during 2016 (162 applications). (<u>Council Communication No. 16-653</u>) **Moved by Hensley to adopt. Motion Carried 7-0.**

BOARDS/COMMISSIONS/NEIGHBORHOODS

- 19. <u>Communication</u> from Deirdre Henriquez advising of her resignation from the Housing Services Board, Seat 9, effective immediately. **Moved by Hensley to receive, file and accept resignation with appreciation for her service. Motion Carried 7-0.**
- 20. <u>Approving</u> the boundary change and expansion of the Merle Hay Neighborhood Association. (<u>Council Communication No. 16-666</u>) **Moved by Hensley to adopt. Motion Carried 7-0.**

SETTING DATE OF HEARINGS

- 21. On vacation of a portion of SW 5th Street right-of-way adjoining 300 SW 5th Street and conveyance of a permanent easement for building encroachment to Harbach Lofts, LLC, \$265, (12-5-16). Moved by Hensley to adopt. Motion Carried 7-0.
- 22. On vacation of a portion of Court Avenue right-of-way adjoining 420 Court Avenue and approval of an amendment to the lease agreement with the Des Moines Bicycle Collective for placement of a B-Cycle program kiosk in the vacated right-of-way, \$300, (12-5-16).

 Moved by Hensley to adopt. Motion Carried 7-0.
- 23. On conveyance of City-owned property east of and adjoining 3269 E. Douglas Avenue to Melvin R. Speck II and Vicki R. Speck, \$2,500, (12-5-16). Moved by Hensley to adopt. Motion Carried 7-0.

- 24. On conveyance of City-owned property at 1821 SE 36th Street to AA Management LLC, \$12,000, (12-5-16). **Moved by Hensley to adopt. Motion Carried 7-0.**
- 25. On conveyance of an underground electric easement on City-owned property at 7401 SW 9th Street to MidAmerican Energy Company, \$1, (12-5-16). **Moved by Hensley to adopt. Motion Carried 7-0.**
- 26. On request from Northern States Investment, LLC for amendment to the Eastwood Village PUD Conceptual Plan for 3330 E. 33rd Street to allow conversion into an indoor miniwarehouse and proposed retail office area with two additional pad site development areas, (12-5-16). Moved by Hensley to adopt. Motion Carried 7-0.
- 27. On adoption by reference of the 2015 Editions of the International Fire Code, Building Code, Existing Building Code, Energy Conservation Code, Residential Code, Mechanical Code, Uniform Plumbing Code and National Fuel Gas Code; and 2014 Editions of National Electrical Code and Liquefied Petroleum Gas Code, (12-5-16). Moved by Hensley to adopt. Motion Carried 7-0.

LEGAL DEPARTMENT - CLAIM SETTLEMENTS & BILLINGS

- 28. Approving payment to Annie Shelton Mitchell for a personal injury claim. Moved by Hensley to adopt. Motion Carried 7-0.
- 29. Approving payment to Duncan, Green, Brown & Langeness with respect to matters related to construction disputes. **Moved by Hensley to adopt. Motion Carried 7-0.**
 - 30. Number not used.

CITY MANAGER COMMUNICATIONS

31. <u>Submitting</u> travel and training requests for Andy Juelfs, Brian Mathis, Tim Nemmers and T. M. Franklin Cownie. (<u>Council Communication No. 16-669</u>) **Moved by Hensley to adopt. Motion Carried 7-0.**

APPROVING

- 32. Submission of the Youth Homelessness Demonstration Program grant application to the United States Department of Housing and Urban Development (HUD). (Council Communication No. 16-667) Moved by Coleman to adopt and refer to the City Manager to include in the letter that if the grant is awarded the City will commit to the \$20,000 local match that has been requested. Motion Carried 7-0.
- 33. Consent to collateral assignment of Urban Renewal Development Agreement and Parking License Agreement with 220 SE 6th Street Properties LLC, and West Bank for the construction of a new office building and parking structure at 220 SE 6th Street. **Moved by Hensley to adopt. Motion Carried 7-0.**
- 34. Revised development proposal from Market District One, LLC to develop City-owned property at 401 SE 6th Street and 400 SE 7th Street in the Metro Center Urban Renewal Area and setting date of hearing, (1-9-17). (Council Communication No. 16-668) Moved by Hensley to adopt. Motion Carried 7-0.
- 16-2002 35. Second Extension of Agreement with Airport Authority. Moved by Hensley to adopt. Motion Carried 7-0.
 - 36. Bids from the following:
- (A) <u>Streicher's</u> (Jeremy Jenniges, President) per State of Iowa contract for 32 replacement ballistic vests as requested by the Police Department, \$73,600.04. (<u>Council</u> Communication No. 16-649) **Moved by Hensley to adopt. Motion Carried 7-0.**
- (B) Road Machinery & Supplies (Michael M. Sill II, CEO) for one rubber-tired loader mounted snow blower as requested by the Public Works Department, \$80,600. (12 potential bidders, five received) Moved by Hensley to adopt. Motion Carried 7-0.
- 27. Procurement of one replacement brine maker as requested by the Public Works Department from Henderson Products Inc. for good cause shown, \$124,573.50. (Council Communication No. 16-651) Moved by Hensley to adopt. Motion Carried 7-0.
- 16-200638. Civil Service Entrance Lists for Fire Fighter, Accountant and Fleet Services Mechanic.Moved by Hensley to receive and file. Motion Carried 7-0.
- 39. <u>Authorizing</u> Finance Director to draw checks on <u>registers</u> for the weeks of November 21 and 28, 2016; and to draw checks for the <u>bills</u> of the Des Moines Municipal Housing Agency for the weeks of November 21 and 28, 2016; and to draw checks for biweekly payroll due on November 25, 2016. **Moved by Hensley to adopt. Motion Carried 7-0.**

ORDINANCES - FINAL CONSIDERATION

- 40. Amending Chapter 114 of the Municipal Code regarding traffic regulation changes as follows: Moved by Hensley that this ordinance do now pass, #15,534. Motion Carried 7-0.
 - (A) On-street parking changes on Grand Avenue and 16th Street.
 - (B) Updating the through street designations for streets within the Riverwoods PUD area.
 - (C) Parking Restriction west side of SW 33rd Street from Park Avenue to a point south of Wolcott Avenue.
 - (D) Changing parking meters on select streets within the East Village from ten-hour meters to four-hour meters.

ORDINANCES - SECOND CONSIDERATION

- 41. Rezoning property in the vicinity of 2400, 2404-2408, and 2412-2424 Elizabeth Avenue and 1402, 1404 and 1412 E. 25th Street from "PUD" (Planned Unit Development) to "R1-60" (One-Family Low-Density Residential). **Moved by Hensley that this ordinance be considered and given second vote for passage. Motion Carried 7-0.**
- (A) Final consideration of ordinance above (waiver requested by applicant), requires six votes. Moved by Hensley that the rule requiring that an ordinance must be considered and voted on for passage at two Council meetings prior to the meeting at which it is to be finally passed be suspended, that the ordinance be placed upon its final passage and that the ordinance do now pass, #15,535. Motion Carried 7-0.
- 42. Repealing Article V of Chapter 126 of the Municipal Code regarding vehicle transportation services. Moved by Hensley that this ordinance be considered and given second vote for passage. Motion Carried 7-0.
- WITHDRAWN <u>16-2012</u>
- (A) Final consideration of ordinance above (waiver requested by the Engineering Department), requires six votes.
- WITHDRAWN 16-2013
- (B) Approving amendments to the Schedule of Fees.

- 43. Amending Chapter 74 of the Municipal Code regarding consumption of alcohol at Birdland Marina, and fees for use of tennis courts and ball diamonds. Moved by Hensley that this ordinance be considered and given second vote for passage. Motion Carried 7-0.
- (A) Final consideration of ordinance above (waiver requested by Parks and Recreation Director), requires six votes. Moved by Hensley that the rule requiring that an ordinance must be considered and voted on for passage at two Council meetings prior to the meeting at which it is to be finally passed be suspended, that the ordinance be placed upon its final passage and that the ordinance do now pass, #15,536. Motion Carried 7-0.

* * * * * * * * * END CONSENT AGENDA * * * * * * * * * *

ORDINANCES - FIRST CONSIDERATION

- 44. Amending Chapter 114 of the Municipal Code regarding traffic regulation changes as follows: (Council Communication No. 16-665) Moved by Hensley that this ordinance be considered and given first vote for passage. Motion Carried 7-0.
 - (A) Removal of parking restriction north side of Wall Avenue from SW 9th Street to SW 8th Street.
 - (B) Addition of parking restriction south side of Wall Avenue from SW 3rd Street to SW 2nd Street.
- (C) Final consideration of ordinance above, requires six votes. Moved by Hensley that the rule requiring that an ordinance must be considered and voted on for passage at two Council meetings prior to the meeting at which it is to be finally passed be suspended, that the ordinance be placed upon its final passage and that the ordinance do now pass, #15,537. Motion Carried 7-0.

CITY MANAGER RECOMMENDATIONS

45. Approving mid-year budget adjustments for FY2017 and authorizing City Manager to implement. (Council Communication No. 16-670) Moved by Moore to adopt. Motion Carried 5-2. Nays: Coleman and Gatto.

COUNCIL REQUESTS

WITHDRAWN

46. From Council Member Skip Moore to discuss the City's Forestry Division Administration.

APPROVING

- 47. Items related to traffic study preparation for new developments: (Council Communication No. 16-663)
- (A) <u>Traffic</u> Analysis Policy and Amendment to Site Plan Policies regarding required process for Traffic Studies and receive and file the Plan and Zoning Commission recommendation. **Moved by Hensley to adopt. Motion Carried 6-1. Nays: Gatto.**
- (B) <u>Professional</u> Services Agreement with Shive-Hattery, Inc. for On-Call Traffic Impact Study Services, not to exceed \$150,000. **Moved by Hensley to adopt. Motion Carried 6-1. Nays: Gatto.**
- (C) <u>Professional</u> Services Agreement with HDR Engineering, Inc. for On-Call Traffic Impact Study Services, not to exceed \$150,000. **Moved by Hensley to adopt. Motion Carried 6-1. Nays: Gatto.**
- (D) <u>Professional</u> Services Agreement with Bolton & Menk, Inc. for On-Call Traffic Impact Study Services, not to exceed \$150,000. **Moved by Hensley to adopt. Motion Carried 6-1. Nays: Gatto.**

WITHDRAWN

- 48. Approving Professional Services Agreement with Sam Schwartz Consulting, LLC for Transportation Master Plan Services, not to exceed \$333,292. (Council Communication No. 16-664)
 - 49. Items regarding Annual Urban Renewal Report and Tax Increment Financing (TIF)

Certification: (Council Communication No. 16-650)

- (A) Advance of funds to the Metro Center Urban Renewal Project for planning, oversight and administration, \$750,000. Moved by Hensley to adopt; refer to the City Manager to create a process to evaluate actual funds used each year and make appropriate adjustments. Motion Carried 7-0.
- (B) Recommendation from the City Manager regarding TIF needs for FY 2017-2018. Moved by Hensley to adopt the recommendations contained in Council Communication No. 16-650 for tax-increment needs for each urban renewal area and to direct the City Manager or his designee to notify the County Auditor of the City of Des Moines' need for a total of \$29,976,421 of tax increment revenue for FY2017-2018 and to make the necessary certifications of TIF indebtedness for each urban renewal area in accordance with Iowa Code Section 403.19 and if there are subsequent reductions in tax increment valuations prior to certification, the City Manager or his designee is authorized to decrease the TIF needs requirement as to be in compliance with the Council's TIF policy. Motion Carried 7-0.
- (C) <u>Urban</u> Renewal Reports for Urban Renewal Plans and Areas within the City of Des Moines. **Moved by Hensley to adopt. Motion Carried 7-0.**

HEARINGS (OPEN AT 5:00 P.M.) (ITEMS 50 THRU 54)

- 50. Items regarding 245 and 247 E. 19th Street:
- (A) Request from Kenneth Deever to amend the PlanDSM Creating Our Tomorrow Plan future land use designation Low-Density Residential to Industrial, to allow for development and use for outside contractor storage yard and warehouse. Moved by Gatto to adopt and approve the proposed amendment. Motion Carried 7-0.
- (B) <u>Hearing</u> on rezoning the property from "R1-60" (One-Family Low-Density Residential) to Limited "M-1" (Light Industrial). **Moved by Gatto to adopt. Motion Carried 7-0.**
- (C) First consideration of ordinance above. Moved by Gatto that this ordinance be considered and given first vote for passage. Motion Carried 7-0.
- (D) Final consideration of ordinance above (waiver requested by the applicant), requires six votes. Moved by Gatto that the rule requiring that an ordinance must be considered and voted on for passage at two Council meetings prior to the meeting at which it is to be finally passed be suspended, that the ordinance be placed upon its final passage and that the ordinance do now pass, #15,538. Motion Carried 7-0.

- 51. Items regarding 335 Forest Avenue and 1427 Arlington Avenue:
- (A) Request from Galway Homes Inc. to amend the PlanDSM Creating Our Tomorrow Plan future land use designation from Low-Density Residential within a Community Node to Low/Medium-Density Residential within a Community Node, to allow for demolition of an existing one-story 6-unit multiple-family dwelling and redevelopment with up to 24 units within six 3-story row townhomes served by a private drive accessing both Forest Avenue and Orchard Avenue. Moved by Gray to approve the proposed amendment. Motion Carried 7-0.
- (B) <u>Hearing</u> on rezoning the property from "R1-60" (One-Family Low-Density Residential) to "PUD" (Planned Unit Development) and to approve the Viathree35 PUD Conceptual Plan. **Moved by Gray to adopt. Motion Carried 7-0.**
- (C) First consideration of ordinance above. Moved by Gray that this ordinance be considered and given first vote for passage. Motion Carried 7-0.
- (D) Final consideration of ordinance above (waiver requested by the applicant), requires six votes. Moved by Gray that the rule requiring that an ordinance must be considered and voted on for passage at two Council meetings prior to the meeting at which it is to be finally passed be suspended, that the ordinance be placed upon its final passage and that the ordinance do now pass, #15,539. Motion Carried 7-0.
- 52. On sale of excess Airport property located north of and adjoining McKinley Avenue at SW 33rd Street and conveyance of such property to Glen Brown and April Barkley Brown, \$120,000 and to continue to January 9, 2017 at 5:00 PM. (Council Communication No. 16-654) Moved by Hensley to adopt. Motion Carried 7-0.
- 53. On Pioneer Columbus Community Center Sprinkler System: Resolution approving plans, specifications form of contract documents, Engineer's Estimate and designating lowest responsible bidder as Rochon Corporation of Iowa, Inc. (Ron Rochon, President), \$210,000. (Council Communication No. 16-659) Moved by Gatto to adopt. Motion Carried 7-0.
- (A) Approving contract and bond and permission to sublet. Moved by Gatto to adopt. Motion Carried 7-0.
- 54. On 2016 Skywalk HVAC Replacement: Resolution approving plans, specifications form of contract documents, Engineer's Estimate and designating lowest responsible bidder as Stroh Corporation (Bob Blaskovich, Vice President), \$368,209. (Council Communication No. 16-656) Moved by Gatto to adopt. Motion Carried 7-0.
- (A) Approving contract and bond and permission to sublet. **Moved by Gatto to adopt. Motion Carried 7-0.**

*** END OF HEARINGS AT 5:09 PM ***

16-2041 MOTION TO ADJOURN. Moved by Moore to adjourn at 5:09 PM. Motion Carried 7-0.

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