



**CITY OF URBANA, ILLINOIS  
DEPARTMENT OF PUBLIC WORKS**

***ENGINEERING***

**MEMORANDUM**

**TO: Mayor Laurel L. Prussing and Members of the City Council**

**FROM: William R. Gray, Public Works Director  
Craig E. Shonkwiler, Assistant City Engineer**

**DATE: February 22, 2017**

**RE: Airport Road – Willow Road to Cunningham Avenue (US Route 45)  
Economic Development/TARP Agreement**

**INTRODUCTION**

At its June 2, 2014 meeting, the City Council approved an Economic Development Program (EDP) Agreement with the Illinois Department of Transportation (IDOT) to receive up to \$1,305,902 for eligible roadway engineering, contingencies and construction costs for improvements to Airport Road from Willow Road to Cunningham Avenue (US Route 45) including improvements to the Cunningham Avenue (US Route 45)/Airport Road intersection. The local share of the project was suggested to come from Tax Increment Financing (TIF) revenues.

The City received the EDP funds as a result of the planned facility expansion of Frasca International, Inc. (Frasca) corporate manufacturing facility located on Airport Road west of US Route 45 in north Urbana.

**Truck Access Route Program Funds**

On October 7, 2014, the City was notified that IDOT approved the addition of \$83,021 in Truck Access Route Program (TARP) funding for 1.36 lane miles of Airport Road and one intersection (Cunningham Avenue/Airport Road). In order to receive the TARP funds the City designated a portion of Airport Road from Willow Road to Cunningham Avenue as a Class III Truck Route and design the pavement to accommodate 80,000 pound trucks which is currently the minimum design loading for local streets.

At its December 8, 2014 meeting, the City Council authorized the Mayor to enter into a local agency agreement with IDOT to receive an additional \$83,021 in funding. The agreement stipulated that the contract for construction work was to be awarded by January 1, 2017. The City was unable to secure the rights-of-way and award the construction contract before the January deadline. As a result, City Council is asked to approve a resolution authorizing the

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Mayor to execute an agreement with IDOT with a revised deadline of February 28, 2019, for the award of the construction contract.

Currently, rights-of-way have been obtained and the project is expected to go out for bids in March, pending Council approval of the revised resolution.

### **FISCAL IMPACTS**

A budget amendment was approved in the amount of \$83,021 for receipt of the TARP funds and the increase of the previously approved EDP expense fund amount from \$1,305,902 to \$1,388,923 which will allow the City to pay and receive reimbursement from IDOT using TARP funds.

There are no additional fiscal impacts.

### **RECOMMENDATION**

It is recommended the following be approved:

- A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF A LOCAL AGENCY AGREEMENT WITH THE ILLINOIS DEPARTMENT OF TRANSPORTATION (Airport Road – Willow Road to Cunningham Avenue (US Route 45))

This resolution authorizes the Mayor and City Clerk to execute and deliver the agreement (attached) on behalf of the City of Urbana.

**A RESOLUTION  
APPROVING AND AUTHORIZING THE EXECUTION OF A LOCAL AGENCY  
ECONOMIC/TARP AGREEMENT  
WITH THE ILLINOIS DEPARTMENT OF TRANSPORTATION**

(Airport Road - Willow Road to Cunningham Avenue)

**WHEREAS**, the City of Urbana, an Illinois municipal corporation, is a home rule entity pursuant to Article 7, § 6 of the Constitution of the State of Illinois and 65 ILCS 5/1-1-10; and

**WHEREAS**, Section 10 of Article VII of the Illinois Constitution of 1970 and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.* enable the City of Urbana, Illinois to enter into agreements with the Illinois Department of Transportation; and

**WHEREAS**, the City of Urbana, Illinois has the authority to enter into and execute one or more agreements with other persons as is necessary to obtain engineering consulting services and construction work; and

**WHEREAS**, the City of Urbana and the Illinois Department of Transportation seek to enter into and execute an engineering and construction agreement which is expected to provide a certain amount of funding for engineering services and construction work necessary to improve Airport Road between Willow Road and Cunningham Avenue (U.S. Route 45), a copy of which agreement is appended to and incorporated into this resolution; and

**WHEREAS**, the City of Urbana is preparing to construct an 80,000 lb Truck Route using Truck Access Route Program Funds allocated to the City to aid in the cost of this project.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS, AS FOLLOWS:**

**Section 1.** That an agreement by and between the City of Urbana, Illinois, and the Illinois Department of Transportation, in the form of the copy of said Agreement attached hereto and hereby incorporated, be and the same is hereby authorized and approved.

**Section 2.** That the Mayor of the City of Urbana, Illinois be and the same is hereby authorized to execute and deliver and the City Clerk of the City of Urbana, Illinois be and the same is hereby authorized to attest to said execution of said Agreement as so authorized and approved for and on behalf of the City of Urbana, Illinois.

PASSED by the City Council this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Phyllis D. Clark, City Clerk

APPROVED by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Laurel Lunt Prussing, Mayor

Local Agency	 <b>Illinois Department of Transportation</b>  <b>Economic Development/TARP Agreement</b>	Job Number - Construction
Urbana, City of		C-95-344-13
Section		Job Number - Engineering
13-00532-00-PV		P-95-310-14

This Agreement is made and entered into between the above local agency hereinafter referred to as "LA", and the State of Illinois, acting by and through its Department of Transportation, hereinafter referred to as "STATE". The STATE and LA jointly propose to improve the designated location as shown below.

**Location**

Local Name   Airport Road   Route   FAU 7190   Length   0.63 mi  

Number of TARP Eligible Intersections   1   Lane Miles   1.36  

Termini   Willow Road to 0.08 mile east of Cunningham Avenue  

Current Jurisdiction   City Urbana and State  

**Project Description**

Reconstruction of Airport Road with new storm sewer, curb & gutter, PCC pavement and intersection improvement with Cunningham Avenue to provide for the expansion of Frasca, Inc. and an 80,000 lb truck route.

**Division of Cost**

Type of Work	EDP (1)	%	TARP (2)	LA (3)	%	Total
Participating Construction Airport Road	871,584	( 50 )	83,031 ( 100 )	871,584 ( BAL )		1,826,199
Non-Participating Construction US 45 Intersection	241,978	( 100 )	( )	( BAL )		241,978
Non-Participating Construction	( )	( )	( )	517,188 ( 100 )		517,188
Preliminary Engineering – Airport Road	71,311	( 50 )	( )	71,311 ( BAL )		142,622
Preliminary Engineering - US 45 Intersection	19,799	( 100 )	( )	( BAL )		19,799
Preliminary Engineering - Non-Participating	( )	( )	( )	42,315 ( 100 )		42,315
Construction Engineering – Airport Road	79,235	( 50 )	( )	79,235 ( BAL )		158,470
Construction Engineering - US 45 Intersection	21,995	( 100 )	( )	( BAL )		21,995
Construction Engineering - Non-Participating	( )	( )	( )	47,021 ( 100 )		47,021
<b>TOTAL</b>	<b>\$1,305,902</b>		<b>\$83,031</b>	<b>\$1,628,654</b>		<b>\$3,017,587</b>

Note

- 1/ The STATE will reimburse the LA for eligible EDP construction and engineering costs of the project subject to a maximum of \$1305902.
- 2/ 80,000 lb Truck Access Road Program -There is available a lump sum amount of \$83,031 to be applied solely to construction costs.
- 3/ Any remaining balance shall be the responsibility of the LA in the event EDP and TARP funds are not sufficient to cover the project costs.

The STATE will pay the LA 95% of its share of the EDP construction costs upon the award of the construction contract and receipt of billing from the LA. The remaining 5% will be paid to the LA upon receipt of the final invoice.

Upon award of the project and request of payment from the LA, the STATE will pay the LA its share of the TARP funds.

The STATE will reimburse the LA for the STATE's share of the Preliminary and Construction Engineering on the basis of periodic billings provided said billings contain sufficient cost information and includes orders of payment by the LA.

The final invoice will reflect the incurred cost of the improvement, less previous payments, no later than one year from the date of completion of the improvement. If a final invoice is not received within one year of the completion of the improvement the most recent invoice will be considered the final invoice and the obligation of funds will be closed.

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## Agreement Provisions

1. It is mutually agreed that the PROJECT will be processed, let and constructed in accordance with Motor Fuel Tax standards, policies and procedures.
2. Construction of the PROJECT will utilize domestic steel as required by Section 106.01 of the current edition of the Standard Specifications for Road and Bridge Construction.
3. The LA will certify to the STATE that all necessary right-of-way, temporary and permanent easements, and temporary use permits have been obtained or are not required, prior to the LA advertising for bids for the PROJECT.
4. The PROJECT will be let and awarded by the LA upon approval of the plans and specifications by the STATE.
5. The LA agrees to retain jurisdiction and to maintain or cause to be maintained in a manner satisfactory to the STATE, the completed PROJECT.
6. Upon approval of the final plans and specifications by the STATE and the LA, the LA agrees to accept bids and award the contract for construction of the proposed improvements after receipt of a satisfactory bid and after concurrence in the award has been received from the STATE and provide, or cause to be provided, all of the initial funding necessary to complete the project subject to partial reimbursement by the STATE as hereinafter specified.
7. This Agreement and the covenants contained herein shall be null and void in the event the initial contract covering the construction work contemplated herein is not awarded by February 28, 2019.
8. The LA shall maintain, for a minimum of 3 years after the completion of the project, adequate books, records, and supporting documents to verify the amounts, recipients and uses of all disbursements of funds passing in conjunction with this Agreement. All books, records, and supporting documents related to the project shall be available for review and audit by the Auditor General and the Department; and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the STATE for the recovery of any funds paid by the STATE under the contract of which adequate books, records, and supporting documentation are not available to support their purported disbursement.
9. The LA agrees to pass an ordinance/resolution clearly defining the limits of the proposed 80,000 pound truck route and identifying the truck route class. A copy of said ordinance/resolution is attached as Exhibit D. Such truck route shall be properly signed in accordance with the Illinois Manual on Uniform Traffic Control Devices. Cost of truck route signing is included in estimated cost of the PROJECT.
10. Obligations of the STATE shall cease immediately without penalty or further payment being required if, in any fiscal year, the Illinois General Assembly fails to appropriate or otherwise make available funds for the work contemplated herein.
11. All projects for the construction of fixed works which are financed in whole or in part with funds provided by this Agreement shall be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.) unless the provisions of that Act exempt its application.
12. The LA has entered into an economic development agreement with Frasca International Incorporated herein referred to as the "COMPANY". As required by Public Act 93-552, the COMPANY agrees to annually submit to the STATE for a period of five complete calendar years from the execution of this Agreement, a progress report of employment. All annual progress reports will be completed on-line through the Department of Commerce and Economic Opportunity. The initial Employee Reporting Form should be attached as "Exhibit B". The agreement between the LA and the COMPANY delineating the reporting requirements is attached as "Exhibit C"
13. It is mutually agreed that in the event of a default by the COMPANY on their commitment to create and/or retain jobs, the STATE will seek reimbursement of the Economic Development funds provided for this PROJECT from the LA. This determination to seek reimbursement will be based on an evaluation of the information reported in the annual progress report of employment required in item 12 of this Agreement. Failure to submit the required employment report will be considered default on the COMPANY's commitment.
14. This Agreement shall be binding upon and inure to the benefit of the parties hereto, their successors and assigns.

**EXHIBITS**

Additional information and/or stipulations are hereby attached and identified below as being a part of this Agreement.

Exhibit A - Location Map

Exhibit B - Employee Reporting Form

Exhibit C - Local Agency/Company Agreement

Exhibit D - 80,000 lb Truck Access Resolution

The LA further agrees, as a condition of payment, that it accepts and will comply with the applicable provisions set forth in this Agreement and all exhibits indicated above.

**APPROVED**

Local Agency

Laurel Lunt Prussing

Name of Official (Print or Type Name)

Mayor

Title (County Board Chairperson/Mayor/Village President/etc.)

(Signature)

Date

The above signature certifies the agency's TIN number is 376000524 conducting business as a Governmental Entity.

**NOTE:** If signature is by an APPOINTED official, a resolution authorizing said appointed official to execute this agreement is required.

**APPROVED**

State of Illinois  
Department of Transportation

Randall S. Blankenhorn, Secretary of Transportation Date

By:

Aaron A. Weatherholt, Deputy Director of Highways Date

Omer Osman, Director of Highways/Chief Engineer Date

William M. Barnes, Chief Counsel Date

Jeff Heck, Chief Fiscal Officer (CFO) Date

Local Agency Urbana, City of	Section 13-00532-00-PV
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# EXHIBIT A



LOCATION MAP



Date of Application 10/01/2012

Application Tracking Number \_\_\_\_\_  
(Assigned by IDOT)

**COMPANY INFORMATION**

Name of Company Frasca International, Inc.

Chief Officer or Authorized Designee John Frasca

Title President & CEO

Address 906 Airport Road  
Urbana, IL  
61802

Phone Number 217-344-9200

E-mail Address jfrasca@frasca.com  
(required)

FEIN Number 37-0860218

Standard Industrial Classification  
Number (SIC #) 3699

North American Industry Classification  
System (NAICS) 333318 (factory) and 488119 (airport)

Project Site Urbana, IL 61802  
(City and Zip Code where employees,  
new or retained, are to be located.)

**SPONSOR INFORMATION**

Sponsor (Unit of Government) City of Urbana

Contact Person Elizabeth H. Tyler

Title Community Development Director

Address City of Urbana Community Development Department  
400 South Vine Street  
Urbana, Illinois 61801

Phone Number 217-384-2442



**Number of Employees at the Time of Application**

Job Classification	Hourly Wage Scales and/or Annual Salaries by Classification	Total Number of Positions	Permanent Full-Time	Part-Time	Temporary
administrative	\$563100.00	18	14	4	0
craft	\$426540.00	12	8	4	0
managerial	\$2304243.00	25	25	0	0
operatives	\$1278181.00	38	34	0	4
professional	\$3853651.00	67	62	3	2
sales	\$360640	5	4	1	0
technical	\$493498	11	11	0	0
labor	\$4290	2	0	1	1
	\$				
	\$				
	\$				
	\$				
	\$				
	\$				
	\$				
	\$				
	\$				
	\$				
	\$				
	\$				
<b>TOTAL:</b>		<b>178</b>	<b>158</b>	<b>13</b>	<b>7</b>

**Number of Employees Agreed to be Created as the Result of Assistance**

Job Classification	Hourly Wage Scales and/or Annual Salaries by Classification	Total Number of Positions	Permanent Full-Time	Part-Time	Temporary
administrative	\$96792.00	6	5	0	0
craft	\$66530.00	5	2	1	2
managerial	\$230000.00	3	3	0	0
operatives	\$282180.00	10	8	0	2
professional	\$923750.00	17	14	0	3
sales	\$120000.00	2	2	0	0
technical	\$307524.00	7	7	0	0
labor	\$0	0	0	0	0
	\$				
	\$				
	\$				
	\$				
	\$				
	\$				
	\$				
	\$				
	\$				
	\$				
	\$				
	\$				
<b>TOTAL:</b>		<b>50</b>	<b>41</b>	<b>1</b>	<b>7</b>

Note: The employee information should be for the specific site for which IDOT assistance was received.

**Number of Employees Agreed to be Retained as the Result of Assistance**

Job Classification	Hourly Wage Scales and/or Annual Salaries by Classification	Total Number of Positions	Permanent Full-Time	Part-Time	Temporary
	\$				
	\$				
	\$				
	\$				
	\$				
	\$				
	\$				
	\$				
	\$				
	\$				
	\$				
	\$				
	\$				
	\$				
	\$				
	\$				
	\$				
	\$				
<b>TOTAL:</b>		0	0	0	0

Note: The employee information should be for the specific site for which IDOT assistance was received.

Will the recipient's use of the Economic Development Program funding reduce employment at any site in Illinois?

Yes (if yes, explain below)                       No

Amount of Economic Development Program Funds committed to this project from IDOT \$ \_\_\_\_\_

Starting Date of Assistance (Execution date of Local Intergovernmental Agreement) \_\_\_\_\_

JOHN FRASCA

I, \_\_\_\_\_ As the Chief Officer (or authorized designee of the recipient) verify that the information in the progress report contains no knowing misrepresentation of material facts upon which eligibility for development assistance is based. I further certify that, to the best of my knowledge, the recipient is in compliance with the development assistance agreement(s) between, or behalf of, the recipient and the Illinois Department of Transportation.

John Frasca Signature      1/7/13 Date  
President Title

Granting Body of Economic Development Program Funds: Illinois Department of Transportation  
Mr. Dick Smith, Director  
Office of Planning and Programming  
2300 South Dirksen Parkway  
Springfield, Illinois 62764

Please mail form to: Illinois Department of Transportation  
Mr. Keith Sherman  
Office of Planning and Programming, Rm. 307  
2300 South Dirksen Parkway  
Springfield, Illinois 62764  
Attn: Economic Development Program  
Phone (217) 782-0378

## EXHIBIT C

### LOCAL AGENCY/COMPANY AGREEMENT

(City of Urbana/Frasca International, Inc.)

**THIS AGREEMENT** is made as of the 30<sup>th</sup> day of May, 2014 by and between the City of Urbana, Illinois hereinafter called the LOCAL AGENCY and Frasca International, Inc., hereinafter called the COMPANY.

**WHEREAS**, the LOCAL AGENCY is interested in expanding its economic base with the primary emphasis on creating and retaining jobs; and

**WHEREAS**, the LOCAL AGENCY has entered into a Development Agreement with FRASCA ASSOCIATES to develop certain property in the City which agreement contemplates applying for an Economic Development Program (EDP) grant to assist in the project; and

**WHEREAS**, if such grant is awarded, special reporting obligations are a necessary condition of the grant; and

**WHEREAS**, the LOCAL AGENCY will enter into an agreement with the Illinois Department of Transportation, hereinafter called the STATE, to implement an economic development program that significantly impacts upon the LOCAL AGENCY's economic base; and

**WHEREAS**, proposed project will create and/or retain jobs, thus providing a significant benefit to the LOCAL AGENCY's economic base; and

**NOW, THEREFORE**, in consideration of the mutual covenants contained herein, the parties agree as follows:

#### **I. REPORTING REQUIREMENTS**

- I.1. As required by Public Act 93-552, the COMPANY shall submit to the STATE an annual progress report of employment for five years from the date of the IDOT/Local Agency funding agreement.
- I.2. The annual progress report shall consist of job classifications, wages, number of positions, and other pertinent information as shown on Exhibit I.
- I.3. All annual employee progress reports will be completed on-line through the Department of Commerce and Economic Opportunity. The COMPANY will be notified by letter annually with instructions on how and when to fill out their annual report. This report will then be submitted electronically to IDOT.
- I.4. COMPANY agrees to make all reporting requirements under Public Act 93-552, also an obligation of any tenants on parcel PIN 91-15-33-300-005 at 906 East Airport Road, Urbana, IL 61802.

## II. DEFAULT AND REMEDIES

- II.1. The COMPANY agrees to use "reasonable efforts" to create forty (40) or more jobs in connection with the Project within five (5) years of the initial application date of October 1, 2012. "Reasonable efforts" shall mean and include the use of due diligence to create or cause the creation of such jobs under the economic conditions prevailing during such period.
- II.2. In the event the COMPANY fails to create the requisite number of full-time jobs in accordance with Section II.1. above, or the COMPANY fails to comply with the reporting requirements herein, the COMPANY may be held in default.
- II.3. The commitment of EDP funds is contingent upon the fulfillment of the commitments to business investment and job creation during the period October 1, 2012 through September 30, 2017 as represented to the IDOT by the city of Urbana and The COMPANY. Any substantial modifications to these commitments change in location of this facility or the failure of The COMPANY to make firm commitment to this site will cause IDOT's commitment to be reevaluated.

The employment levels committed by The COMPANY must be created within the period beginning October 1, 2012 and ending September 30, 2017. If these commitments are not met, the department will review the project funding provided to the city of Urbana. If reasonable justification for non-performance of the commitments is not provided, the city will be required to repay the EDP funding to IDOT in total or an appropriate pro rata sum commensurate with the circumstances of the situation.

It is understood and agreed that the City is seeking an Economic Development Program grant from IDOT for the purpose of improving Airport Road for the benefit of both parties. If such grant is awarded but later declared by the State to be in default under Section II hereof, or for any reason, and the State demands repayment of all or a portion of the grant, COMPANY will pay the City \$50,000 as partial reimbursement for project expenses.

## III. TERMINATION

- III.1. This Agreement may be terminated at any time by written, mutual agreement of the parties.
- III.2. This Agreement, and all further obligations of the parties hereunder, will terminate when the Project has been completed and when the COMPANY has satisfied its reporting obligations under Section I.

**IV. GENERAL PROVISIONS**

IV.1. Wherever possible each provision of this Agreement shall be interpreted in such manner as to be effective and valid under applicable law, but if any provision shall be invalid under applicable law, such provision shall be ineffective to the extent of such invalidity without invalidating the remaining provisions of this Agreement.

IV.2. This Agreement represents the full and complete agreement between the parties with respect to the matters addressed herein and there are no oral agreements or understandings between the parties.

IV.3. This Agreement shall be construed in accordance with and governed by the law of the State of Illinois.

**APPROVED BY**

Frasca International, Inc.

Title President

Signature John Frasca

Date 5-27-2014

**APPROVED BY**

City of Urbana, Illinois

By Paul Puro  
Mayor

**ATTEST:**

By Shirley D. Clark  
City Clerk

Date 5/30/14



City of Urbana  
400 South Vine Street  
Post Office Box 219  
Urbana, Illinois 61801-0219  
(217) 384-2362  
FAX (217) 384-2363

### CLERK'S CERTIFICATE

STATE OF ILLINOIS     )  
                                  )     SS  
COUNTY OF CHAMPAIGN )

I, PHYLLIS D. CLARK, City Clerk of the City of Urbana, Illinois, and keeper of the records, files and seal of said City, do hereby certify that the foregoing is a true and exact copy of a resolution entitled:

[Resolution No. 2014-12-067R]: A RESOLUTION ESTABLISHING A CLASS II OR CLASS III DESIGNATED TRUCK ROUTE (AIRPORT ROAD - WILLOW ROAD TO CUNNINGHAM AVENUE)

adopted by the City Council of the City of Urbana, Illinois, on the 15<sup>th</sup> day of December, 2014 AD, as it appears in the records and files in my office remaining.

Given under my hand and seal of said City of Urbana, Illinois, this 17<sup>th</sup> day of February, 2015 AD.



Phyllis D. Clark  
Phyllis D. Clark, City Clerk



RESOLUTION NO. 2014-12-067R

A RESOLUTION  
ESTABLISHING A CLASS II OR CLASS III DESIGNATED TRUCK ROUTE

(Airport Road - Willow Road to Cunningham Avenue)

WHEREAS, the State of Illinois by its General Assembly has enacted the Illinois Vehicle Code; and,

WHEREAS, 625 ILCS 5/1-126.1(d) provides that local authorities may designate Class II or Class III highways within their jurisdiction, and in accordance with 625 ILCS 5/15-111, weight limitations shall be designated by appropriate signs placed on such highways; and,

WHEREAS, the Local Agency, the City of Urbana, is desirous of providing a truck route for the purpose of accommodating a load limit of 80,000 pounds:

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS, AS FOLLOWS:

Section 1. That the portions of Airport Road beginning four hundred feet east of the intersection of Willow Road and extending to and including the intersection of Cunningham Avenue (U.S. Route 45) for 0.51 miles be designated as a:

Class II Truck Route or  Class III Truck Route.

Section 2. That the Mayor of the City of Urbana, Illinois be and the same is hereby authorized to execute and deliver and the City Clerk of the City of Urbana, Illinois be and the same is hereby authorized to attest to said execution of said Resolution as so authorized and approved for and on behalf of the City of Urbana, Illinois.



PASSED by the City Council this 15<sup>th</sup> day of December, 2014.

AYES: Ammons, Brown, Madigan, Marlin, Roberts

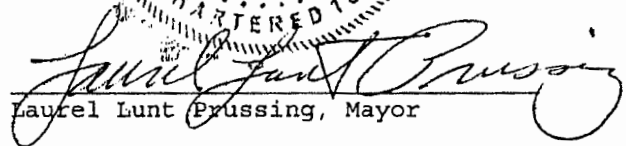
NAYS:

ABSENT: Jakobsson, Smyth

ABSTAINS:

  
Phyllis D. Clark, City Clerk

APPROVED by the Mayor this 16<sup>th</sup> day of December, 2014.

  
Laurel Lunt Prussing, Mayor