CITY OF RIVIERA BEACH
PALM BEACH COUNTY, FLORIDA
REGULAR CITY COUNCIL MEETING MINUTES
WEDNESDAY, NOVEMBER 2, 2011 AT 6:30 P.M.
MUNICIPAL COMPLEX CITY COUNCIL CHAMBERS

ANY PERSON WHO WOULD LIKE TO SPEAK ON AN AGENDA ITEM (NON-CONSENT ITEMS ONLY), PLEASE FILL OUT A PINK PUBLIC COMMENT CARD LOCATED IN THE BACK OF THE COUNCIL CHAMBERS AND GIVE IT TO THE LEGISLATIVE ASSISTANT PRIOR TO THE BEGINNING OF THE MEETING. IN NO EVENT WILL ANYONE BE ALLOWED TO SPEAK ON AN AGENDA ITEM AFTER THE RESOLUTION IS READ OR ITEM CONSIDERED.

CITY CLERK CALLS TO ORDER

Roll Call

Chairperson Davis was present and presided. Upon a roll call by City Clerk Ward, the following were present: Chairperson Judy L. Davis, Chair pro tem Billie E. Brooks; Councilperson Cedrick A. Thomas; and Councilperson Shelby L. Lowe; Also present were: City Manager Ruth C. Jones; City Clerk Carrie E. Ward, MMC, City Clerk; and Asst. City Attorney Valencia Stubbs.

Mayor Masters and Councilperson Pardo was tardy.

Invocation/Pledge of Allegiance

Everyone stood for a Moment of Silence and the Pledge of Allegiance led by City Manager Jones.

AGENDA Approval:

Additions, Deletions, Substitutions

NONE

Disclosure By Council
(If any Council Member has anything to disclose regarding any item on the Agenda, please do so at this time.)

NONE

Adoption of Agenda

A motion was made by **Chair pro tem Brooks** and seconded by **Councilperson Lowe** to approve the agenda.

MOTION

Upon a roll call vote by City Clerk Ward, the vote was unanimous.

MOTION APPROVED

CONSENT AGENDA

ALL MATTERS LISTED UNDER THIS ITEM ARE CONSIDERED TO BE ROUTINE AND ACTION WILL BE TAKEN BY ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THESE ITEMS UNLESS A COUNCILPERSON SO REQUESTS, IN WHICH EVENT, THE ITEM WILL BE REMOVED FROM THE GENERAL ORDER OF BUSINESS AND CONSIDERED IN ITS NORMAL SEQUENCE ON THE AGENDA.

MINUTES

1. **MINUTES FROM THE CITY COUNCIL WORKSHOP HELD, AUGUST 8, 2011.**

2. **MINUTES FROM THE CITY COUNCIL BUDGET WORKSHOP HELD, AUGUST 8, 2011.**

3. **MINUTES FROM THE SPECIAL CITY COUNCIL MEETING HELD, AUGUST 10, 2011.**

4. **MINUTES FROM THE REGULAR CITY COUNCIL MEETING HELD, OCTOBER 5, 2011.**

RESOLUTIONS

5. **RESOLUTION NO. 144-11 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA, APPROPRIATING FUNDS IN THE AMOUNT OF $17,550 FOR POST DESIGN SERVICES TO BE PERFORMED BY TECHNO ENGINEERING, INC., RELATED TO THE STATE ROAD A1A IMPROVEMENT PROJECT; AUTHORIZING THE INTERIM FINANCE DIRECTOR TO MAKE PAYMENTS; AND PROVIDING FOR AN EFFECTIVE DATE.**

6. **RESOLUTION NO. 145-11 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA, APPROVING AMENDMENT NO. 1 TO THE CONTRACT BETWEEN THE CITY OF RIVIERA BEACH AND TARGET ENGINEERING GROUP, INC.; APPROPRIATING ADDITIONAL FUNDS IN THE AMOUNT OF $346,981.16 FOR PROVIDING CONSTRUCTION ENGINEERING AND INSPECTION (CEI) SERVICES RELATED TO THE STATE ROAD A1A IMPROVEMENT PROJECT; AUTHORIZING THE INTERIM FINANCE DIRECTOR TO MAKE PAYMENTS; AND PROVIDING FOR AN EFFECTIVE DATE.**

ITEM PULLED FOR DISCUSSION

City Clerk Ward read the aforementioned resolution into the record.

A motion was made by **Chair pro tem Brooks** and seconded by **Councilperson Thomas** to approve Resolution No. 145-11.

MOTION

Gerald Ward, W 20th Street, stated that the amount of the change order was a big deal and the authority that has previously was 10% however there were a few contracts that allowed a 12 to 15% change order. He inquired as to the chance of recovering costs incurred.

Upon a roll call vote by City Clerk Ward, the vote was unanimous.

MOTION APPROVED

7. **RESOLUTION NO. 146-11 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE CHANGE ORDER NUMBER 1 FROM THE BG GROUP OF BOCA RATON, FLORIDA FOR THE ABATEMENT AND PROPER DISPOSAL OF ASBESTOS MATERIALS AT PARCEL #100, LOCATED AT 25 WEST 23RD STREET (SEA CHEST BUILDING) WHICH WAS NOT IDENTIFIED IN THE ORIGINAL BID SPECIFICATIONS OR REPORTED IN THE ABESTOS SURVEY PROVIDED WITH THE ORIGINAL BID (NO. 335-11); AUTHORIZING THE INTERIM FINANCE DIRECTOR TO MAKE PAYMENT FROM ACCOUNT # 001-0717-515-0-3106 AND PROVIDING AN EFFECTIVE DATE.**

8. **RESOLUTION NO. 147-11 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA, APPROVING AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF RIVIERA BEACH POLICE DEPARTMENT AND PALM BEACH COUNTY FOR THE PURPOSE OF ACCEPTING REIMBURSEMENT FUNDS FOR MARINE LAW ENFORCEMENT SERVICES; AUTHORIZING THE INTERIM FINANCE DIRECTOR TO DEPOSIT FUNDS INTO POLICE BUDGET ACCOUNT NO. 001-00-342290 – POLICE MARINE SERVICES SALARIES; AND PROVIDING AND EFFECTIVE DATE.**

9. **RESOLUTION NO. 148-11 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA, AUTHORIZING THE CITY OF RIVIERA BEACH PURCHASING DEPARTMENT TO PARTICIPATE IN THE PROCUREMENT OF GOODS AND SERVICES THAT HAVE BEEN PUBLICLY SOLICITED BY OTHER GOVERNMENTAL ENTITIES; AUTHORIZING THE USE OF PROPRIETARY SERVICES, SOLE SOURCE PURCHASES, ANNUAL SERVICE, MAINTENANCE AND REPAIR RENEWAL AGREEMENTS ROUTINELY USED IN DAILY DEPARTMENTAL**

OPERATIONS FOR FISCAL YEARS 2011-2015; AND PROVIDING AN EFFECTIVE DATE.

10. **RESOLUTION NO. _149-11_ A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA, ACCEPTING THE RECOMMENDATION OF STAFF TO NEGOTIATE AND EXECUTE A PROFESSIONAL ENGINEERING SERVICES CONTRACT WITH THE NUMBER ONE (1) RANKED FIRM, KESHAVARZ AND ASSOCIATES, INC. OF WEST PALM BEACH, FLORIDA FOR THE DESIGN OF US 1 ALTERNATE BIKE ROUTE IN ACCORDANCE WITH FLORIDA STATE STATUTE 287.055 "CONSULTANTS COMPETITIVE ACT"; AND PROVIDING AN EFFECTIVE DATE.**

11. **RESOLUTION NO. _150-11_ A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA, AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE SUPPLEMENTAL AGREEMENT NO. 2 TO THE LOCAL AGENCY PROGRAM AGREEMENT BETWEEN THE CITY OF RIVIERA BEACH AND FLORIDA DEPARTMENT OF TRANSPORTATION FOR IMPROVING STATE ROAD A1A; AND PROVIDING FOR AN EFFECTIVE DATE.**

END OF CONSENT AGENDA

The Consent Agenda was unanimously approved as amended.

PETITIONS AND COMMUNICATIONS FOR FILING

NONE

AWARDS AND PRESENTATIONS

12. **PRESENTATION BY CHAIRWOMAN JUDY L. DAVIS OF AN AWARD FROM THE FLORIDA REDEVELOPMENT ASSOCIATION FOR OUTSTANDING REHABILITATION, RENOVATION OR RESUSE PROJECT/BEACH PARK DEVELOPMENT.**

Chairperson Davis stated that the Riviera Beach Community Redevelopment Agency received the 2011 Roy F. Kinsey Award for outstanding rehabilitation or reuse project for the Ocean Mall project on October 20, 2011. She presented the award to the mayor, city council, city manager, the executive director for the CRA, the director for the Community Development Department, and a representative from Catafulmo.

13. PRESENTATION BY CHAIRWOMAN JUDY L. DAVIS TO RIVIERA BEACH YOUTHBUILD FROM WELBRO BUILDING CORPORATION AND THE MORGANTI GROUP.

Chairperson Davis introduced representatives from Welbro Building Corporation and the Morganti Group as supporters of Riviera Beach YouthBuild. Welbro Building Corporation currently responsible for the erection of the second tower for the Marriott project. The Morganti Group presented YouthBuild with a check for $5,000.

14. PRESENTATION BY THE CITY'S INDEPENDENT EXTERNAL AUDITORS, HARVEY, COVINGTON, THOMAS, LLC, ON THE 2009-2010 FISCAL YEAR AUDIT FOR THE CITY OF RIVIERA BEACH.

A presentation was given by Harvey, Covington, Thomas, LLC, the city's external auditors in which the representative stated that a clean opinion was rendered to the city.

Gerald Ward, W 20th Street, stated that the city had not received a bad audit in quite some time but it was good to hear it actually stated for all to understand. He stated that the positive outcome of the city's audit did not get published in the local newspaper and that a new communicative tool needed to be established to get the word out.

A motion was made by **Chair pro tem Brooks** and seconded by **Councilperson Pardo** accepting the audit report provided by Harvey, Covington, Thomas, LLC.

MOTION

Upon a roll call vote by City Clerk Ward, the vote was unanimous.

MOTION APPROVED

PUBLIC HEARINGS

15. RESOLUTION NO. 151-11 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA, APPROVING A SPECIAL EXCEPTION APPLICATION FROM TIAWJANNA SWEETING DAYCARE TO OPERATE A LARGE FAMILY CHILD CARE HOME LOCATED AT 1668 W 26TH STREET; AND PROVIDING FOR AN EFFECTIVE DATE.

City Clerk Ward read the aforementioned resolution into the record.

A motion was made by **Councilperson Thomas** and seconded by **Chair pro tem Brooks** to approve Resolution No. 151-11.

MOTION

Upon a roll call vote by City Clerk Ward, the vote was unanimous.

MOTION APPROVED

ORDINANCES ON SECOND READING

NONE

ORDINANCES ON FIRST READING

16. **ORDINANCE NO. _4007_ AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA, AMENDING CHAPTER 11, ARTICLE IV, SECTION 11-174(8), ENTITLED "EXPLOSIVES, FIREARMS AND SIMILAR DEVICES" AND AMENDING CHAPTER 12, ARTICLE I, SECTION 12-9, ENTITLED "DISCHARGING FIREARMS" OF THE CITY'S CODE OF ORDINANCES TO COMPLY WITH THE STATE'S NEW GUN LAW; PROVIDING FOR SEVERABILITY, CONFLICTS AND CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.**

City Clerk Ward read the aforementioned ordinance into the record.

A motion was made by **Councilperson Pardo** and seconded by **Chair pro tem Brooks** to approve Ordinance No. 4007 on first reading.

MOTION

Police Chief Williams stated that individuals entering city hall during business hours with the proper credentials would be able to enter the building with a firearm; however, individuals could not enter the building when public meetings were being held after hours with a firearm. He stated that personnel have been trained and a procedure was put in place in an effort to ensure everyone's safety.

Upon a roll call vote by City Clerk Ward, the vote was unanimous.

MOTION APPROVED

17. **ORDINANCE NO. _4008_ AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA, ABANDONING A PORTION OF EAST 20ST STREET, A PORTION OF AVENUE B AND A PORTION OF AVENUE C EXHIBITED ON THE "REVISED PLAT OF COCOANUT LODGE" IN GOVERNMENT LOT 4, SECTION 28, TOWNSHIP 42 SOUTH, RANGE 43 EAST, AS RECORDED IN PLAT BOOK 7, PAGE 52 OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA, AND LOCATED WITHIN THE CITY OF RIVIERA BEACH, FLORIDA, CONTAINING 25,284 SQUARE FEET, 0.6 ACRES, MORE OR LESS; PROVIDING CONDITIONS; PROVIDING FOR SEVERABILITY AND CONFLICTS; AND PROVIDING AN EFFECTIVE DATE.**

City Clerk Ward read the aforementioned ordinance into the record.

A motion was made by **Councilperson Pardo** and seconded by **Councilperson Thomas** to approve Ordinance No. 4008 on first reading.

MOTION

Gerard Ward, W 20th Street, stated that the proposed ordinance should have been presented to the city council in April. He stated that for almost every abandonment, the applicant was required to provide a site plan within a certain time frame which was not so for the proposed abandonment.

Michael Sloser, stated that approving the proposed ordinance was a signal that the city was trying to move forward economically and he urged the city council to support the proposed ordinance.

Gonstadt, N Ocean Drive, stated that the Singer Island Civic Association supported the proposed ordinance.

James Williams, Morse Blvd, stated that the Waterfront Advisory Board voted unanimously to support the proposed ordinance being presented to the city council.

Upon a roll call vote by City Clerk Ward, the vote was unanimous.

MOTION APPROVED

COMMENTS FROM THE PUBLIC – 8:00 PM*1– Non Agenda or Consent Item Speakers (Three Minute Limitation).

Please be reminded that the City Council has adopted a set of "Rules of Decorum Governing Public Conduct during Official Meetings", which has been posted at the entrance of the Council Chambers. In an effort to preserve order, if any of the rules are not adhered to, the Council Chair may have any disruptive speaker removed from the podium, from the meeting and/or the building, if necessary. Please govern yourselves accordingly.

Gerald Ward, W 20th Street, stated that the Palm Beach County Commission held the first of three meetings on November 1st on redistricting and there was much discussion on districts 1 and 7 which affected the city and it would be advantageous if officials from the city attend the next public hearing. He statedin 2009 a deal was made with FDOT which produced a bike path for 13th Street, Avenue E, 24th Street, Avenue F, and Silver Beach Road and that No. 10 on the Consent Agenda authorized the hiring of an engineering firm to design and there was no discussion with the Planning and Zoning Board and the citizens in the affected areas needed to be informed of what was going to take place. Mr. Ward stated Florida Department of Transportation advertised that a public meeting would be held November 17th to discuss SR 710 from Congress Avenue to Old Dixie Highway.

1Public Comments shall begin at 8:00 PM unless there is no further business of the City Council, which in that event, it shall begin sooner. In addition; however, if an item is being considered at 8:00 PM, then public comments shall begin immediately after the item has been concluded.

REGULAR

18. RESOLUTION NO. 152-11 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA, AUTHORIZING THE CITY MANAGER AND CITY CLERK TO EXECUTE AN ADDENDUM TO THE AGREEMENT COMMENCING OCTOBER 1, 2011 TO SEPTEMBER 30, 2012 BETWEEN THE CITY OF RIVIERA BEACH AND THE PROFESSIONAL MANAGERS AND SUPERVISOR ASSOCIATION (PMSA) REPRESENTING THE SUPERVISORY EMPLOYEES OF THE CITY OF RIVIERA BEACH; PROVIDING FOR AN EFFECTIVE DATE.

City Clerk Ward read the aforementioned resolution into the record.

Doretha Perry, Human Resources Director, stated that the city was successful in negotiating supplemental payment by the employees for the cost of health insurance premiums, discontinue longevity and establish a bonus program for employees after five years of service up to 25 years of service, and the changes to the pension plan were accepted.

Resolution No. 152-11 was unanimously approved.

19. RESOLUTION NO. 153-11 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA, AUTHORIZING THE SETTLEMENT OF CODE ENFORCEMENT, LOT CLEARING, AND WATER AND SEWER LIENS ON PROPERTY LOCATED AT 3501 BROADWAY, FOR $120,876.57 AS COMPLETE SETTLEMENT; AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE THE SETTLEMENT AGREEMENT BETWEEN THE CITY OF RIVIERA BEACH AND J & B MOTEL CORPORATION; AUTHORIZING THE CITY CLERK TO ISSUE RELEASES OF LIENS FOR SAID PROPERTY AFTER CERTAIN CONDITIONS HAVE BEEN MET; AUTHORIZING THE INTERIM FINANCE DIRECTOR TO DEPOSIT PAYMENT INTO ACCOUNT NUMBERS 001-00-354104, 411-00-343311, & 411-00-343511; AND PROVIDING AN EFFECTIVE DATE.

City Clerk Ward read the aforementioned resolution into the record.

A motion was made by **Councilperson Lowe** and seconded by **Chair pro tem Brooks** to approve Resolution No. 153-11.

MOTION

A lengthy discussion ensued amongst the mayor and city council on the pros and cons of accepting the negotiated amount.

City Attorney Ryan stated that if the city council did not approve the proposed resolution then staff should be authorized to begin the litigation process.

Upon a roll call vote by City Clerk Ward, the motion was approved with Councilpersons Pardo and Thomas dissenting.

MOTION APPROVED

City Clerk Ward inquired as to the timeframe the property owner had to complete what the city council approved. She requested that it be stated for the record.

City Attorney Ryan stated that in the contract it stated that the property owner had 60 days from the approval date to demolish the property and 120 days to pay the negotiated fee. She continued with reading the sections in the contract related to the terms for completion of demolition and payment.

BOARD APPOINTMENT(S)

20. MAYOR TO APPOINT OR RE-APPOINT TWO (2) MEMBERS TO SERVE ON THE GENERAL EMPLOYEES PENSION BOARD.

Mayor Masters stated that he was prepared to reappoint Betty Kendrick only; he wanted to have a conversation with Ms Becton prior to her reappointment.

A motion was made by **Chair pro tem Brooks** and seconded by **Councilperson Lowe** to re-appoint Betty Kendrick to the General Employees Pension Board.

MOTION

Upon a roll call vote by City Clerk Ward, the vote was unanimous.

MOTION APPROVED

DISCUSSION BY THE CITY MANAGER

ADMINISTRATIVE FEES CHARGED TO THE COMMUNITY REDEVELOPMENT AGENCY (CRA) FOR REIMBURSEMENT.

City Manager Jones stated that the major issued seemed to be whether or not the documentation being requested was appropriate to pass an audit. She stated that the information was provided to the auditor for review which should be completed by next week by way of a written statement which would be provided to the elected officials prior to the next CRA meeting.

Chair pro tem Brooks requested that the auditor be asked if the elected officials' time could be considered for reimbursement as CRA board members.

City Manager Jones introduced Terrence Bailey, the city's engineer. She announced that Publix on Blue Heron Boulevard would open on November 10th at 7:00 a.m. She also announced that a press conference would be held on November 3rd in which she, Chairperson Davis, and Mayor Masters would participate at the Port of Palm Beach to announce the opening of the America's Natural Caffeine which would be opening at the Port of Palm Beach.

LEGAL DISCUSSION/REQUEST

PARTICIPATION IN LAWSUIT REGARDING INSPECTOR GENERAL EXPENDITURES.

City Attorney Ryan stated that there was discussion on the funding mechanism currently being utilized by the county for the funding of for the inspector general was not the mechanism approved by the voters. She stated that various municipalities had gotten together to draft a lawsuit to challenge the spending mechanism only; the lawsuits stated that the county should pay for the inspector general just as it pays for all ordinances that has an attached expenditure.

A motion was made by **Councilperson Pardo** and seconded by **Chair pro tem Brooks** authorizing the city's participation in the lawsuit regarding expenditures for the inspector general.

MOTION

Upon a roll call vote by City Clerk Ward, the vote was unanimous.

MOTION APPROVED

City Attorney Ryan that she in conjunction with the Human Resources Department was trying to schedule a training date with the elected officials to discuss the Family Medical Leave Act and the Fair Labor Standard Act and other laws pertaining to supervising employees since they currently had their own employees.

There was a consensus of the city council that each elected official would be responsible for scheduling a meeting with the city attorney to discuss labor related laws.

CITY COUNCIL COMMITTEE REPORT(S)

SELECTION OF THE VOTING DELEGATE FOR THE NATIONAL LEAGUE OF CITIES.

There was a consensus by the city council to appoint Chairperson Davis as the voting delegate for the city at the National League of Cities Conference.

STATEMENTS BY THE MAYOR AND CITY COUNCIL

Councilperson Pardo stated that there were potholes on 13th Street that needed to be filled by the Public Works Department. She announced that she was appointed to the Lake Worth Lagoon Committee and that on December 2nd at 10:30 a.m. there would be a boat ride for elected officials and staff to view the various projects currently taking place in various municipalities and lunch would be provided. Councilperson Pardo read a letter received from Inez Mickens expressing appreciation for services provided by city employees.

Chairperson Davis stated that she distributed a report from the Metropolitan Planning Organization Meeting. She requested that the city council authorize her to pay $1,000 scholarship from her community benefits fund for a student who applied for a scholarship but was disqualified because the parent that takes care of his educational expenses live in Lake Park but he resides with his mother in the city. She inquired as to whether or not it was appropriate to do it in this manner.

City Attorney Ryan stated that an opinion was rendered by the Commission on Ethics and that a policy was currently being drafted to be in compliance with the opinion rendered. She stated that this was appropriate being that the request was being made prior to the expenditure of funds. She stated that the new policy in conjunction with an amendment to the Waste Management contract would be on the agenda for the next City Council Meeting.

Chairperson Davis stated that she would have the request placed on the agenda for the next city council meeting. She continued with expressing appreciation to Mr. Ezra Saffold for assisting with the costs associated with students attending the Florida Classic football game. Ms Davis announced that in conjunction with Port of Palm Beach Commissioner Wayne Richards, an agreement had been made to host monthly meetings in alternating locations beginning November 3rd at 11:30 a.m. at city hall. Chairperson Davis stated that it needed to be determined who was going to be responsible for the handling of public comment cards.

Chair pro tem Brooks announced that a would be held for homeowners in need of assistance with their mortgage at Coleman Park located on 1116 21st Street on November 5th beginning at 10:00 a.m.

Councilperson Thomas requested a copy of the last pepe study. He stated that a way needed to be provided that residents to could call or complete a form online to notify the appropriate departments regarding their complaint. He stated that although everyone had an assistant and information was disbursed to them, he still wanted to receive a copy of anything himself. Councilperson Thomas stated that he spoke with the owner of McCrays Backyard Barbecue and it was stated that an agreement had to be signed in order for him to open his business and he did not recall it being brought before the city council; he requested a meeting with the respective department(s). He announced that

a turkey giveaway had been tentatively scheduled for November 21st at 9:00 a.m. at TD Bank.

Mayor Masters announced that a Town Hall Listening would be held at Woodbine on November 10th. He inquired of City Clerk Ward the process for placing a question on the ballot as it related to extending the term of elected officials from two years to three years.

City Clerk Ward stated that the city council would have to request the question be placed on the ballot and the wording of the question be prepared for the Municipal General Election; she would provide a guideline on the steps needed to be taken as well as deadlines that need to be met.

ADJOURNMENT

There being no further business, the meeting was duly adjourned at 10:15 p.m.

PLEASE NOTE: A COMPLETE RECORDING AND AGENDA PACKAGE IS AVAILABLE IN THE OFFICE OF THE CITY CLERK.

APPROVED:

THOMAS A. MASTERS
MAYOR

JUDY L. DAVIS
CHAIRPERSON

ATTEST:

CARRIE E. WARD
MASTER MUNICIPAL CLERK
CITY CLERK

BILLIE E. BROOKS
CHAIR-PRO TEM

CEDRICK A. THOMAS
COUNCILPERSON

DAWN S. PARDO
COUNCILPERSON

SHELBY L. LOWE
COUNCILPERSON

MOTIONED BY: B. BROOKS

SECONDED BY: C. THOMAS

J. DAVIS AYE

B. BROOKS AYE

C. THOMAS AYE

D. PARDO AYE

S. LOWE AYE

DATE APPROVED: 11/16/2011