

CITY OF SPRINGDALE
Committee Agendas
Monday, October 5th, 2015
Multipurpose Room #236
City Administration Building
Meetings begin at 5:30 p.m.

Health, Sanitation & Property Maintenance Committee by Chairman Jim Reed:

1. **A Resolution**: authorizing a temporary service agreement between Springdale Water Utilities and the City of Rogers. Presented by Heath Ward, Director of Springdale Water Department. Documents to be provided at meeting.

Personnel Committee by Chairperson Kathy Jaycox:

2. **An Ordinance**: to waive competitive bidding for the purchase of health and vision insurance. Presented by: Gina Lewis, Human Resource Director. (2-5)
3. **An Ordinance**: to waive competitive bidding for the purchase of dental, life, and long-term disability insurance. Presented by: Gina Lewis, Human Resource Director. (6-9)
4. **An Ordinance**: to waive competitive bidding for the employment of an employee benefit consultant. Presented by: Gina Lewis, Human Resource Director. (10-12)
5. **A Resolution**: amending Section 3.10 of the Personnel and Procedures Manual for the City of Springdale, Arkansas. Presented by: Gina Lewis, Human Resource Director (13-15)
6. **A Discussion**: of the Drug Testing Policy. Presented by: Gina Lewis, Human Resource Director.

ORDINANCE NO. _____

**AN ORDINANCE TO WAIVE COMPETITIVE
BIDDING FOR THE PURCHASE OF HEALTH
AND VISION INSURANCE**

WHEREAS, the City of Springdale has provided health and vision insurance for its employees through Arkansas Blue Cross Blue Shield since January 1, 2007, and

WHEREAS, Arkansas Blue Cross Blue Shield has proposed to continue coverage for City of Springdale employees with a decrease of approximately 10.0% for health insurance and a decrease of approximately 35.0% for vision insurance with a combined savings of approximately \$425,551, and

WHEREAS, Arkansas Code 14-58-303 states, "The governing body, by ordinance, may waive the requirements of competitive bidding in exceptional situations where this procedure is deemed not feasible or practical";

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL FOR THE CITY OF SPRINGDALE, ARKANSAS, that

Section 1. This Council finds that due to the complexity of employee insurance competitive bidding is not feasible or practical in the purchase of health and vision insurance needed by the City of Springdale and competitive bidding on the purchase of this benefit coverage from Arkansas Blue Cross Blue Shield for the year of 2016 is here by waived with the provision that health and vision insurance monthly premiums will be those rates as reflected on the attached data sheet.

Section 2. The City of Springdale continue the PPO health insurance plan with a deductible of \$1,000 and a maximum out of pocket of \$2,000 and also continue to provide the HSA insurance plan with a deductible of \$2,600 for its employees with the City's contribution to the employee's health saving account remaining at the same amount as in 2015.

Section 3. Emergency Clause. It is hereby declared that an emergency exists, and this ordinance being necessary for the immediate preservation of the health, safety, and welfare of the citizens of Springdale, Arkansas, shall be effective immediately upon passage and approval.

PASSED AND APPROVED this 13th day of October, 2015

Doug Sprouse, Mayor

ATTEST:

Denise Pearce, City Clerk

APPROVED AS TO FORM

Ernest B. Cate, City Attorney

VISION INSURANCE QUOTES FOR 2016

	CURRENT	RENEWAL	QUOTE #1	QUOTE #2	QUOTE #3	
BENEFITS	VSP	VSP (Gold Plan)*	SUPERIOR VISION*	DELTA VISION*	ASSURANT VSP	
BENEFIT FREQUENCY:						
Eye Exam	Annual	Annual	Annual	Annual	Annual	
Lenses	Annual	Annual	Annual	Annual	Annual	
Frame	Once every 2 yrs	Once every 2 yrs	Once every 2 yrs	Once every 2 yrs	Once every 2 yrs	
Contacts (in lieu of glasses)	Annual	Annual	Annual	Annual	Annual	
COPAYMENTS:						
Exam	\$10	\$10	\$10	\$10	\$10	
Materials	\$25	\$20	\$25	\$10	\$25	
Contact Lens Fitting & Eval	Not to exceed \$60	Not to exceed \$60	\$30	N/A	N/A	
IN NETWORK ALLOWANCES:						
Frame	\$130+20% off ovrg	\$150+20% off ovrg	\$150+20% off ovrg	\$150	\$130+20% off ovrg	
Contact Lenses	\$130	\$150	\$150	\$130	\$130	
Covered Lens Options	Scratch/Polycarb - kids	Scratch/Polycarb - kids	Scratch/Polycarb - kids	Not specified	Not specified	
OUT OF NETWORK ALLOWANCES:						
Exam, up to:	\$50	\$45	up to \$42	up to \$35	up to \$52	
Single Vision Lenses, up to:	\$50	\$30	up to \$28	up to \$25	up to \$55	
Lined Bifocal Lenses, up to:	\$75	\$50	up to \$42	up to \$40	up to \$75	
Frame, up to:	\$70	\$70	up to \$70	up to \$45	up to \$57	
Contact Lens, up to:	\$105	\$105	up to \$100	\$130	\$105	
MONTHLY PREMIUMS:						# ENROLLED
Employee Only	\$10.58	\$6.26	\$8.44	\$7.60	\$6.23	122
Employee & Spouse	\$16.93	\$11.57	\$13.50	\$12.16	\$12.46	112
Employee & Child/ren	\$17.29	\$12.51	\$13.79	\$12.42	\$13.71	28
Family	\$27.87	\$17.84	\$22.23	\$20.02	\$19.94	141
Monthly	\$7,600.71	\$4,925.28	\$5,191.24	\$5,959.75	\$5,351.00	
Annual	\$91,208.52	\$59,103.36	\$62,294.88	\$71,517.00	\$64,212.00	
OVERALL INCREASE/ DECREASE:	0	-35.00%	-31.00%	-22.00%	-29.50%	
		(4 yr rates)	(4 yr rates)	(3 yr rates)	(2 yr rates)	

*NETWORK INCLUDES WAL-MART AND SAM'S CLUB

Vision Insurance Rate Quotes for 2016 (H:)

	H.S.A. FUNDING BY	H.S.A. FUNDING BY
	THE CITY PER MO:	THE CITY - Annual Cost
EMPLOYEE ONLY	84.67	1,016.00
EMPLOYEE & SPOUSE	169.33	2,032.00
EMPLOYEE & CHILD/CHILDREN	152.58	1,831.00
FAMILY	233.08	2,797.00

ORDINANCE NO. _____

**AN ORDINANCE TO WAIVE COMPETITIVE
BIDDING FOR THE PURCHASE OF DENTAL, LIFE
AND LONG-TERM DISABILITY INSURANCE**

WHEREAS, the City of Springdale has provided dental, life and long-term disability insurance for its employees through Arkansas Blue Cross Blue Shield in the most recent years and desires to make a change effective January 1, 2016, and

WHEREAS, Delta Dental has proposed dental insurance at an estimated cost approximately 8.0% below our current cost and has proposed life and long-term disability insurance at an estimated cost approximately 40.8% below our current cost with a combined savings of approximately \$43,100, and

WHEREAS, Arkansas Code 14-58-303 states, "The governing body, by ordinance, may waive the requirements of competitive bidding in exceptional situations where this procedure is deemed not feasible or practical";

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL FOR THE CITY OF SPRINGDALE, ARKANSAS, that

Section 1. This Council finds that due to the complexity of employee insurance competitive bidding is not feasible or practical in the purchase of dental, life and long-term disability insurance needed by the City of Springdale and competitive bidding on the purchase of this benefit coverage from Delta Dental and Mutual of Omaha for the year of 2016 is here by waived with the provision that insurance monthly premiums will be those rates as reflected on the attached data sheets.

Section 2. Emergency Clause. It is hereby declared that an emergency exists, and this ordinance being necessary for the immediate preservation of the health, safety, and welfare of the citizens of Springdale, Arkansas, shall be effective immediately upon passage and approval.

PASSED AND APPROVED this 13th day of October, 2015

Doug Sprouse, Mayor

ATTEST:

Denise Pearce, City Clerk

APPROVED AS TO FORM

Ernest B. Cate, City Attorney

DENTAL INSURANCE QUOTES FOR 2016

BENEFITS	CURRENT	RENEWAL	QUOTE #1	QUOTE #2		
	DENTAL BCBS	DENTAL BCBS	DELTA DENTAL	DELTA DENTAL		
Annual Deductible/Individual	\$50	\$50	\$50	\$50		
Annual Deductible/Fam (3)	\$150	\$150	\$150	\$150		
Annual Plan Maximum	\$1,000	\$1,000	\$1,000	\$1,000		
Rollover/Carryover Benefit	\$350	\$350	\$350	\$350		
Preventive Services	100%	100%	100%	100%		
Basic Services	80%	80%	80%	80%		
Major Services	50%	50%	50%	50%		
Space Maintainers	No	No	80%	80%		
Orthodontic Services	\$1,000	\$1,000	\$1,000	\$1,000		
Ortho Lifetime Max	\$1,000	\$1,000	\$1,000	\$1,000		
White Fillings Allowed	Yes	Yes	Yes	Yes		
MONTHLY PREMIUMS:					# ENROLL	
Employee Only	\$24.79	\$23.55	\$22.82	\$23.62	151	
Employee & Spouse	\$51.78	\$49.14	\$47.64	\$49.30	83	
Employee & Child/ren	\$46.57	\$44.24	\$42.84	\$44.22	26	
Family	\$79.11	\$75.15	\$72.78	\$75.18	175	
Monthly	\$23,096.41	\$21,941.30	\$20,934.50	\$21,638.90		
Annual	\$277,153.20	\$263,295.54	\$251,214.00	\$259,666.80		
OVERALL INCREASE/ DECREASE:	0	-5.00%	-8.00%	-5%		
		(1 yr rate)	(1 yr rate)	(2 yr rates)		

Note: Delta Dental will honor any accumulated carryover balance from prior year.

GROUP LIFE and AD&D INSURANCE QUOTES FOR 2016

	CURRENT	RENEWAL	QUOTE	
	USABLE LIFE CO.	USABLE LIFE CO.	MUTUAL of OMAHA	
Life and AD&D Benefit Amount	\$20,000	\$20,000	\$20,000	
Age Reductions	Beginning at age 65 the benefit amt. reduces by 33.3% and by 66.6% at age 70. Benefits terminate at retirement	Beginning at age 65 the benefit amt. reduces by 33.3% and by 66.6% at age 70. Benefits terminate at retirement	Beginning at age 65 the benefit amt. reduces by 33.3% and by 66.6% at age 70. Benefits terminate at retirement	
Cost Per Member Per Month	\$4.40	\$2.80	\$3.40	# ENROLLED 421
Monthly	\$1,852	\$1,179	\$1,431	
Annual	\$22,228.80	\$14,136.00	\$17,176.80	
OVERALL INCREASE/DECREASE:	\$0	-36.0%	-22.7%	
		(2 yr rate guarantee)	(3 yr rate guarantee)	

GROUP LONG-TERM DISABILITY INSURANCE QUOTES FOR 2016

	CURRENT	RENEWAL	QUOTE	
	USABLE LIFE CO.	USABLE LIFE CO.	MUTUAL of OMAHA	
Benefit Percentage	60%	60%	60%	
Monthly Maximum	\$4,500	\$4,500	\$7,000	
Elimination Period	180 days	180 days	180 days	
Rate per \$100 Covered Monthly Payroll	0.65	0.33	0.24	# ENROLLED 233
Monthly	\$4,215.73	\$1,436.83	\$1,044.97	
Annual	\$50,588.76	\$17,241.96	\$12,539.64	
OVERALL INCREASE/DECREASE:	\$0.00	-50.5%	-75.0%	
		(2 yr rate guarantee)	(3 yr rate guarantee)	
				Life/AD&D and LTD Insurance Rate Quotes for 2016 (H:)

ADDITIONAL BENEFIT OPPORTUNITY
(Employee Paid)

During the marketing process, Brown and Brown took the liberty to secure a Voluntary Life and AD&D quote for all employees. The carrier selected is offering a guarantee issue up to 5 times the annual salary up to \$200K on each employee who is actively at work on the day the coverage becomes effective.

Guarantee issue means there are no medical questions. The company is also allowing spouses to have a guarantee issue of up to \$50K and children would have a guarantee issue of \$10K.

This product has been quoted as a 'package' along with the Basic Life and AD&D and Long Term Disability products.

This is the only plan that did include commission, which is outside the current benefits that were requested under the fee agreement. The pricing was negotiated net of commission and then Brown & Brown asked the carrier to add commission to see how it affected the pricing. The carrier agreed to pay Brown & Brown and would not adjust the rates originally provided.

The rates are guaranteed for 3 years.

There must be at least 25% employee participation in the plan.

If this is something the City wishes to move forward on, Brown & Brown would provide meetings explaining the offering to employees.

ORDINANCE NO. _____

**AN ORDINANCE TO WAIVE COMPETITIVE
BIDDING FOR THE EMPLOYMENT OF AN
EMPLOYEE BENEFIT CONSULTANT**

WHEREAS, the City of Springdale staff reviewed proposals from employee benefit consultants and recommend retaining the services of Brown & Brown for an annual fee of \$25,000, and

WHEREAS, Brown and Brown assisted the staff in obtaining proposals for health, vision, dental, life and long-term disability insurance for 2016 with the total approximate cost reduction of \$468,651, and

WHEREAS, Arkansas Code 14-58-303 states, "The governing body, by ordinance, may waive the requirements of competitive bidding in exceptional situations where this procedure is deemed not feasible or practical";

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL FOR THE CITY OF SPRINGDALE, ARKANSAS, that

Section 1. This Council finds that for the employment of an employee benefit consultant competitive bidding is not feasible or practical and competitive bidding on the employment of Brown & Brown for the year of 2016 is hereby waived for an annual fee of \$25,000.

Section 2. Emergency Clause. It is hereby declared that an emergency exists, and this ordinance being necessary for the immediate preservation of the health, safety, and welfare of the citizens of Springdale, Arkansas, shall be effective immediately upon passage and approval.

PASSED AND APPROVED this 13th day of October, 2015

Doug Sprouse, Mayor

ATTEST:

Denise Pearce, City Clerk

APPROVED AS TO FORM

Ernest B. Cate, City Attorney



**City of Springdale
2015 Employee Benefit Renewal
Executive Overview**

The City of Springdale has selected Brown & Brown to enter into a fee agreement, where Brown & Brown will be paid a \$25,000 consulting fee in lieu of commission, to act as the consultant to the City of Springdale. Services include the marketing of current insurance products, health care reform assistance, plan and claims analysis, as well as strategic planning for the future. Brown & Brown will show that savings below will more than offset the fee and allow savings for both the City of Springdale budget and the employees.

Given the above average rate increase from Arkansas BlueCross BlueShield (ABCBS) in the previous year, it was recommended by the City Council to select a consultant to assist with keeping ABCBS, competitive. Brown & Brown was given direction to acquire medical proposals from several medical carriers. They were also instructed to market the other current lines of coverage, namely dental, vision, base life and AD&D, and long term disability, to see if there was any opportunity for additional savings. The results are below.

In regards to the medical plan, Brown & Brown identified one carrier, who came within 1% of the current premiums of ABCBS. There is some disparity in tier level pricing among both the Copay Plan and the High Deductible Health Plan (HDHP), compared to the current ABCBS plans, but the overall total was relatively the same. If ABCBS gives a rate increase, a competitive carrier is in place, should further negotiations be needed. In the claims analysis of the medical plan, it is apparent that the City of Springdale had a very good loss ratio of 71%, compared to last year's 102%, for a two year combined 86.7%. This year The City of Springdale paid premium above claims of \$1,174,100. There should be no doubt that ABCBS will give a very favorable renewal and possibly a rate reduction, assuming there are no large claimants that will hit the pooling level. The recommendation would be to consider staying with ABCBS for another year, if the renewal is good.

There was some discussion of removing the dental benefits from the medical plans, to allow employees to make a personal choice on coverage levels for both the medical and the dental, separately. There was also some dissatisfaction of the providers available for certain procedures. There is some concern that this change could cause the loss of grandfathered (GF) status on the Copay plan and subject the City of Springdale, to lose GF status, which could change pricing and require additional Affordable Care Act (ACA) plan design changes, such as adding wellness. ABCBS needs to confirm if this change would allow the Copay plan to remain GF. More discussion is needed with ABCBS.

Assuming the dental coverage can be removed from the medical plans; Brown & Brown secured several dental proposals with competitive rates, 2 year rate guarantees, as well as possible benefit improvements. The potential savings to the City of Springdale could be as much as \$11,500, if the change is allowed to separate the dental from the medical.

Brown & Brown marketed the vision plan, which is currently with Vision Service Plan (VSP) through ABCBS. One carrier responded with a competitive rate and agreed to a four year rate guarantee for a combined savings of \$18,418.

In reviewing the long term disability plan, Brown & Brown identified six highly compensated employees who potentially do not have coverage which protects their total income. Brown & Brown secured a proposal that will cover income, up to the maximum monthly benefit of \$7,000 per month and still brings the total savings to \$44,875. They also agreed to a 3 year rate guarantee.

The City of Springdale purchases \$20,000 of Life and Accidental Death & Dismemberment on all employees, through USABLE Life. Brown & Brown secured a proposal for a savings of \$5,064 for the City with a 3 year rate guarantee.

During the marketing process, Brown & Brown also took the liberty to secure a Voluntary Life and AD&D quote for all employees. The carrier selected is offering a guarantee issue up to 5 times salary up to \$200,000 on each employee, who is actively at work on the day the coverage takes effect. Guarantee Issue means there are no medical questions. They also are allowing spouses to have a guarantee issue of \$50,000 and children would have a GI of \$10,000. This is the only plan that did include commission, which is outside the current benefits that were requested under the fee agreement. The pricing was negotiated net of commission and then Brown & Brown asked the carrier to add commission to the see what it did to the pricing. The carrier agreed to pay Brown & Brown and would not adjust the rates, originally provided. The rates are guaranteed for 3 years. If this is something that the City of Springdale wishes to move forward on, there will be meetings explaining the offering to employees.

In Summary, Brown & Brown is giving the City of Springdale the ability to save \$84,750 plus the addition of a new low cost voluntary life and AD&D. This breaks down to a savings for the City of \$61,418 and savings to the employees of \$23,337. If the City of Springdale is unable to remove the dental from the medical plan, there is still a total savings of \$73,277. Brown & Brown hopes the City of Springdale sees value in the work they have provided and will ask the City Council to approve this proposal.

Sincerely,



J. Todd Setser, CIC
Executive Vice President

RESOLUTION NO. _____

**A RESOLUTION AMENDING SECTION 3.10 OF THE
PERSONNEL AND PROCEDURES MANUAL FOR THE
CITY OF SPRINGDALE, ARKANSAS**

WHEREAS, Section 3.10 of the Personnel and Procedures Manual for the City of Springdale, Arkansas, contains the policy on the use of alcohol and tobacco;

WHEREAS, the policy on the use of alcohol and tobacco is in need of revision and clarification;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF SPRINGDALE, ARKANSAS, that:

Section 1: Section 3.10 of the Personnel and Procedures Manual for the City of Springdale, Arkansas is hereby amended to read as follows:

3.10 Use of Alcohol and Tobacco:

The consumption of alcohol or other intoxicants is prohibited while an employee is on duty, unless it is required as part of the job, such as a police assignment. Employees are not to consume intoxicants while off duty to such a degree that it interferes with or impairs the performance of his or her duties. Employees involved in any unauthorized presence of alcohol on City property or report to work with unacceptable blood alcohol concentration (BAC) levels as set out in this policy, will be subject to disciplinary action, including discharge.

"Reasonable suspicion" shall be defined in this policy the same as Policy 3.12. In the event there is reasonable suspicion to believe that an employee's job performance may be impaired by alcohol, the employee's supervisor shall question the employee with regard to their behavior. The supervisor should directly observe the employee's behavior and document the behavior.

Indications of impaired behavior include, but are not limited to the following: staggering or irregular gait, the odor of alcohol on the breath, slurred speech, dilated or constricted pupils, inattentiveness, listlessness, hyperactivity, performance problems, illogical speech and thought processes, poor judgment, or unusual or abnormal behavior.

When possible, a second managerial employee shall also observe the employee to verify that there is reasonable suspicion to believe that alcohol consumption may be involved. A determination shall be made as to whether or not the employee's behavior is impaired to the point of being unable to perform his duties effectively and safely. The employee shall be relieved of his/her duties and placed on a suspension with pay status until a clear determination can be made as to the abuse or non-abuse of alcohol.

In the event there is reasonable suspicion to believe that alcohol consumption is involved, the supervisor or appropriate manager shall have an alcohol test administered. Refusal of an employee to take the test(s) shall result in immediate discharge. The test(s) must be conducted within a reasonable time period after the observation of the problem behavior.

If the behavior that led to the initial investigation is not due to alcohol abuse, but the employee's job performance is hindered, the City may require a drug test or may require the employee to undergo a medical evaluation. Where appropriate, a signed physician's release may be required by the employer before the employee returns to work. Time lost due to an illness (not alcohol abuse or substance abuse) will be charged to sick leave.

If a law enforcement officer or firefighter reports for duty or is on duty, their BAC level shall not be .02% or above. The prohibited BAC levels for persons holding positions requiring commercial driver's licenses are set by policy in Appendix A, which is incorporated herein by reference. The prohibited BAC levels for certain other employees within the Springdale Street Department are set by the policy in Appendix C, which is incorporated herein by reference. All other employees shall not report for work or be on duty with a BAC level of .04% or above. Depending on the circumstances, if it is determined that immediate discharge is not warranted, the employee may be placed in an unpaid rehabilitation leave status. However, the department head shall consult with the Mayor and Personnel Officer before this decision is made and discharge is the preferred action in cases where an employee reports to work or is working with unacceptable BAC levels as set out in this policy.

Alcohol testing is done by testing breath, because it is the most easily obtained body substance and the results are known within minutes of testing. The weight of alcohol in the breath sample is determined and the quantity of the alcohol converted to its equivalent value in blood. A BAC (blood alcohol concentration) of 0.10 means one-tenth of a gram of alcohol per 210 liters of breath.

The alcohol testing will be done in a site that affords privacy to the employee being tested. This site could be a room, van, or a partitioned off area. Only one breath test will be done at one time. The person giving the test will not leave the testing site during the test.

The testing device for alcohol testing is called an Evidential Breath Testing device (EBT). The EBT is a scientific instrument which determines the concentration of alcohol expressed as "percent by weight." The first part of the testing process is to make sure the EBT is operating properly. In the employee's presence, the technician runs an "air blank" test to make sure the EBT is working correctly and the reading is zero. Next a sealed mouth piece is opened and placed into the EBT. In order to get a sufficient quantity of deep lung air, the employee is requested to blow into the mouth piece for at least six seconds, or until the EBT indicates that an adequate amount of breath has been obtained. The EBT will immediately read the results of the initial test.

When the initial test results show a reading of equal or above the BAC level under the policy applicable to the particular employee, a confirmation test is necessary. Before the confirmation test, a 15 minute waiting period will be observed during which time the person being tested cannot leave the test site and may not eat, drink, or smoke during this period. The purpose of this 15 minute waiting period is to ensure that the presence of mouth alcohol from recent use of food, tobacco, or hygiene products does not artificially raise the test result.

When the confirmation result is different from the initial test, the lower of the two test results will be used to determine the consequences. A breath alcohol testing form will be prepared with a copy provided to the tested employee.

In regard to the testing device, it is permissible under this policy to use a test of a law enforcement agency provided the testing device and the operator are certified by the Arkansas Department of Health. If a law enforcement agency performs any BAC tests (breath, blood or otherwise) as part of a criminal investigation of an employee, the results of such test(s) may be used by the City in determining if any policies, procedures, or rules of the City or of the employee's department have been violated. If such BAC test is administered pursuant to a criminal investigation by the law enforcement agency, a second test is not required by this policy.

Each department head or supervisor may establish tobacco use policies for his or her departmental employees, so long as they do not conflict with City policy or

Order of the Mayor. Smoking of any kind, including e-cigarettes, is prohibited in any City owned building, vehicle, and within view of the public.

No additional breaks beyond those allowed under department policy may be taken for the purpose of using tobacco products. Employees may smoke outside, away from building entrances and out of view of the public during breaks.

Section 2: All other provisions of Section 3 of the Personnel and Procedures Manual for the City of Springdale, Arkansas, not specifically modified herein shall remain in full force and effect.

PASSED AND APPROVED, this _____ day of _____, 2015.

Doug Sprouse, Mayor

ATTEST:

Denise Pearce, City Clerk

APPROVED AS TO FORM:

Ernest B. Cate, City Attorney