

MILFORD CITY COUNCIL  
MINUTES OF MEETING  
March 10, 2014

A Meeting of Milford City Council was held in the Joseph Ronnie Rogers Council Chambers at Milford City Hall on Monday, March 10, 2014.

RESIDING: Mayor Joseph Ronnie Rogers

IN ATTENDANCE: Councilpersons Bryan Shupe, Garrett Grier III, S. Allen Pikus, Dirk Gleysteen, Owen Brooks, Jr., Douglas Morrow, Sr., James Starling, Sr. and Katrina Wilson  
Police Chief Keith Hudson and City Clerk/Recorder Terri Hudson

COUNSEL: City Solicitor David Rutt, Esquire

CALL TO ORDER

Mayor Rogers called the Council Meeting to order at 7:30 p.m.

INVOCATION AND PLEDGE

The Pledge of Allegiance followed the invocation given by Councilman Starling.

APPROVAL OF PREVIOUS MINUTES

Mr. Brooks moved to approve the February 6, February 10, February 19 and February 24, 2014 Committee and Council Meetings as presented, seconded by Mr. Morrow. Motion carried.

RECOGNITION

*Proclamation 2014-02/Day of Recognition for National Service*

Ms. Hudson reported that the Corporation for National and Community Service (CNCS) has requested that Mayor Rogers, along with other mayors throughout the United States, recognize the contributions national service are making in their municipalities. The second annual Mayors Day of Recognition for National Service will occur on April 1, 2014.

Mr. Grier moved to adopt the following proclamation, seconded by Mr. Shupe:

*Mayors Day of Recognition for National Service*

*WHEREAS, service to others is a hallmark of the American character, and central to how we meet our challenges; and*

*WHEREAS, the nation's mayors are increasingly turning to national service and volunteerism as a cost-effective strategy to meet city needs; and,*

*WHEREAS, AmeriCorps and Senior Corps address the most pressing challenges facing our cities and nation, from educating students for the jobs of the 21st Century and supporting veterans and military families to preserving the environment and helping communities recover from natural disasters; and*

*WHEREAS, national service expands economic opportunity by creating more sustainable, resilient communities and providing education, career skills, and leadership abilities for those who serve; and*

*WHEREAS, national service participants serve in more than 70,000 locations across the country, bolstering the civic, neighborhood, and faith-based organizations that are so vital to our economic and social well-being; and*

*WHEREAS, national service participants increase the impact of the organizations they serve with, both through their direct service and by recruiting and managing millions of additional volunteers; and,*

*WHEREAS, national service represents a unique public-private partnership that invests in community solutions and leverages non-federal resources to strengthen community impact and increase the return on taxpayer dollars; and,*

*WHEREAS, AmeriCorps members and Senior Corps volunteers demonstrate commitment, dedication, and patriotism by making an intensive commitment to service, a commitment that remains with them in their future endeavors; and*

*WHEREAS, the Corporation for National and Community Service shares a priority with mayors nationwide to engage citizens, improve lives, and strengthen communities; and is joining with mayors across the country to support the Mayors Day of Recognition for National Service on April 1, 2014.*

*THEREFORE, BE IT RESOLVED, that I, Joseph Ronnie Rogers, Mayor of the City of Milford, do hereby proclaim April 1, 2014 as National Service Recognition Day, and encourage residents to recognize the positive impact of national service in our city, to thank those who serve; and to find ways to give back to their communities.*

*GIVEN under my Hand and Seal of the City of Milford this 10th day of March Two Thousand and Fourteen.*

Motion carried.

#### MONTHLY POLICE REPORT

Police Committee Chairman Morrow presented the police report on behalf of Chief Hudson. Mr. Pikus moved to accept the police report, seconded by Mr. Starling. Motion carried.

#### CITY MANAGER REPORT

No report this month.

#### COMMITTEE & WARD REPORTS

Ms. Wilson advised that Principal Jean Wylie of Benjamin Banneker Elementary School asked if the city could review the parking situation in front of Mount Enon Church on North Church Street. Principal Wylie reported that parents dropping off children at Telamon (Milford Head Start) are parking on both sides of the street. As a result, the area has become very congested and it is difficult for vehicles to get through. In many cases, the driver's view is obstructed as a result particularly if another vehicle is turning.

The principal frequently walks children to the corner and has observed buses having a difficult time. Added to the problem are the number of children who cross the street in this area.

#### COMMUNICATIONS & CORRESPONDENCE

Mr. Brooks reminded council members the Community Prayer Breakfast honoring Mayor Rogers will be held Saturday, March 29, 2014 at the Milford Senior Center.

Ms. Hudson asked those council members attending to please contact city hall for tickets.

#### UNFINISHED BUSINESS

*Adoption of Ordinance 2014-03/Sewer Code/Amends Chapter 185/Adds New Construction to Impact Fee Waiver*

Mr. Rutt recalled the city manager introducing this amendment which will allow the city to exempt impact fee waivers for new construction beginning March 20, 2014. He recalled the three ordinances were explained at the previous two meetings and introduced on February 24th.

Mr. Grier moved to adopt Ordinance 2014-03, seconded by Mr. Pikus.

*Ordinance 2014-03/Sewer Code*

*WHEREAS, the City of Milford is encouraging the redevelopment of underused buildings and sites by increasing rehabilitations, upgrades and reuses of existing buildings; and*

*WHEREAS, the waiver of impact fees authorized by Ordinance 2010-8, Ordinance 2010-17, 2011-16, 2012-19 and 2013-10 led to more projects being launched; and*

*WHEREAS, City Council has learned that building permit values increased in 2010, 2011, 2012 and 2013 when compared to the same period in 2009; and*

*WHEREAS, it is the City of Milford's desire to extend the waiver of sewer impact fees for an indefinite period of time; and*

*WHEREAS, as a result of decreasing construction activity on older buildings and to assist new commercial entities, the City Manager is requesting the prohibition of the waiver of sewer impact fees for new commercial construction be removed; and*

*WHEREAS, City Council hereby grants the city manager permission to exempt sewer impact fees for new commercial construction beginning March 20, 2014.*

*NOW, THEREFORE, THE CITY OF MILFORD HEREBY ORDAINS:*

*Section 1. Chapter 185 of the Code of the City of Milford, entitled Sewers, Article III §24 Impact Fee Established, §185-24-D shall be amended by indefinitely extending the deadline with the following conditions:*

*D. The sewer impact fee described in Subsection C shall be waived for permits issued for COMMERCIAL repairs, rehabilitation and NEW CONSTRUCTION beginning March 20, 2014. The waiver shall be for a maximum of 5 EDUs per project. The city will continue to collect the impact fee charged by Kent County.*

*Section 2. Chapter 185 of the Code of the City of Milford, §185-24-D(1) and §185-24-D(2) shall remain in effect.*

*§185-24 D (1) To qualify for the impact fee waiver, the commercial construction must be completed and a certificate of occupancy received within a twelve-month period.*

*(a) Waiver of Sewer Impact Fees for Commercial Entities:*

*To further encourage new business and the expansion of existing businesses, the business must create a minimum of five (5) jobs to employ five (5) full-time employees in the City of Milford in accordance with the following criteria:*

|   |   |
|---|---|
| <i>Creation of 5-9 new jobs to last at least 3 years:</i>   | <i>Exemption of Impact Fee Waiver (1 EDU)</i>   |
| <i>Creation of 10-14 new jobs to last at least 3 years:</i> | <i>Exemption of Impact Fee Waiver (2 EDU's)</i> |
| <i>Creation of 15-19 new jobs to last at least 3 years:</i> | <i>Exemption of Impact Fee Waiver (3 EDU's)</i> |
| <i>Creation of 20-24 new jobs to last at least 3 years:</i> | <i>Exemption of Impact Fee Waiver (4 EDU's)</i> |
| <i>Creation of 25+ new jobs to last at least 3 years:</i>   | <i>Exemption of Impact Fee Waiver (5 EDU's)</i> |

*b) Agreement shall be executed by the commercial customer relative to the creation and retention of jobs.*

*c) Annual certification to assure the commercial customer remains compliant with the written agreement.*

*d) If the criteria is not met, the city may require the incentive to be repaid in full, or in part, as provided in the written agreement.*

*§185-24 D (2) Any commercial structure that does not receive a certificate of occupancy in accordance with §185-24 D (1) shall be ineligible for the impact fee waiver and shall pay the required impact fee in full prior to the issuance of a certificate of occupancy.*

*Section 3. Dates*

*Introduction February 24, 2014*

*Adoption March 10, 2014*

*Effective March 20, 2014*

Motion carried.

*Adoption of Ordinance 2014-04/Water Code/Amend Chapter 222/Adds New Construction to Impact Fee Waiver*

Mr. Grier moved to adopt Ordinance 2014-04, seconded by Mr. Wilson.

*Ordinance 2014-04/Water Code*

*WHEREAS, the City of Milford is encouraging the redevelopment of underused buildings and sites by increasing rehabilitations, upgrades and reuses of existing buildings; and*

*WHEREAS, the waiver of impact fees authorized by Ordinance 2010-9, Ordinance 2010-18, Ordinance 2011-17, Ordinance 2012-20 and 2013-11 led to more projects being launched; and*

*WHEREAS, City Council has learned that building permit values increased in 2010, 2011, 2012 and 2013 when compared to the same period in 2009; and*

*WHEREAS, to further stimulate the local economy, it is the City of Milford's desire to extend the waiver of water impact fees for an indefinite period of time; and*

*WHEREAS, as a result of decreasing construction activity on older buildings and to assist new commercial entities, the City Manager is requesting the prohibition of the waiver of water impact fees for new commercial construction be removed; and*

*WHEREAS, City Council hereby grants the city manager permission to exempt water impact fees for new commercial construction beginning March 20, 2014.*

*NOW, THEREFORE, THE CITY OF MILFORD HEREBY ORDAINS:*

*Section 1. Chapter 222 §31 of the Code of the City of Milford, entitled Water, shall be amended by indefinitely extending the deadline with the following conditions:*

*§222-31 I. The water impact fee described in §222-31H shall be waived for permits issued for COMMERCIAL repairs, rehabilitation and NEW CONSTRUCTION beginning March 20, 2014. The waiver shall be for a maximum of 5 EDUs per project.*

*Section 2. Chapter 222 of the Code of the City of Milford, §222-31-I (1) and §222-31-I (2) shall remain in effect.*

*§222-31 I. (1) To qualify for the impact fee waiver, the commercial construction must be completed and a certificate of occupancy received within a twelve-month period.*

*(a) Waiver of Water Impact Fees for Commercial Entities:*

To encourage new business and the expansion of existing businesses, the business must create a minimum of five (5) jobs to employ five (5) full-time employees in the City of Milford in accordance with the following criteria:

|  |  |
|--|--|
| Creation of 5-9 new jobs to last at least 3 years:   | Exemption of Impact Fee Waiver (1 EDU)   |
| Creation of 10-14 new jobs to last at least 3 years: | Exemption of Impact Fee Waiver (2 EDU's) |
| Creation of 15-19 new jobs to last at least 3 years: | Exemption of Impact Fee Waiver (3 EDU's) |
| Creation of 20-24 new jobs to last at least 3 years: | Exemption of Impact Fee Waiver (4 EDU's) |
| Creation of 25+ new jobs to last at least 3 years:   | Exemption of Impact Fee Waiver (5 EDU's) |

b) Agreement shall be executed by the commercial customer relative to the creation and retention of jobs.

c) Annual certification to assure the commercial customer remains compliant with the written agreement.

d) If the criteria is not met, the city may require the incentive to be repaid in full, or in part, as provided in the written agreement.

§222-31 I. (2) Any commercial structure that does not receive a certificate of occupancy in accordance with §222-31 I. (1) shall be ineligible for the impact fee waiver and shall pay the required impact fee in full prior to the issuance of a certificate of occupancy.

Section 3. Dates

Introduction February 24, 2014

Adoption March 10, 2014

Effective March 20, 2014

Motion carried.

Adoption of Ordinance 2014-05/Amends Electric (Tariff) Rules & Regs/Adds New Construction to Impact Fee Waiver

Mr. Grier moved to adopt Ordinance 2014-05, seconded by Mr. Starling.

Ordinance 2014-05/Electric Tariff/Appendix B

WHEREAS, the City of Milford is encouraging the redevelopment of underused buildings and sites by increasing rehabilitations, upgrades and reuses of existing buildings; and

WHEREAS, the waiver of impact fees authorized by Ordinance 2010-10, Ordinance 2010-19, Ordinance 2011-18, Ordinance 2012-21 and 2013-12 led to more projects being launched; and

WHEREAS, City Council has learned that building permit values increased in 2010, 2011, 2012 and 2013 when compared to the same period in 2009; and

WHEREAS, to further stimulate the local economy, it is the City of Milford's desire to extend the waiver of electric impact fees for an indefinite period; and

WHEREAS, as a result of decreasing construction activity on older buildings and to assist new commercial entities, the City Manager is requesting the prohibition of the waiver of electric impact fees for new commercial construction be removed; and

WHEREAS, City Council hereby grants the city manager permission to exempt electric impact fees for new commercial construction beginning March 20, 2014.

NOW, THEREFORE, THE CITY OF MILFORD HEREBY ORDAINS:

*Section 1. Appendix B-Electric Tariff-Rules and Regulations shall be amended by indefinitely extending the deadline for the waiver of Electric Impact Fees.*

*Section 2. Rules and Regulations, Section 3-Customer Advance Usage/Impact Fees and Deposits, Subsection E(1) is hereby amended as follows:*

*E. The electric impact fee established under this Appendix shall be waived for permits issued for COMMERCIAL repairs, rehabilitation and NEW CONSTRUCTION beginning March 20, 2014.*

*(1) To qualify for the impact fee waiver, the commercial construction must be completed and a certificate of occupancy received within a twelve-month period.*

*(a) Waiver of Electric Impact Fees for Commercial Entities:*

*To encourage new business and the expansion of existing businesses, the business must create a minimum of five (5) jobs to employ five (5) full-time employees in the City of Milford in accordance with the following criteria:*

|   |   |
|---|---|
| <i>Creation of 5-9 new jobs to last at least 3 years:</i>   | <i>Exemption of Impact Fee Waiver (1 ESU)</i>   |
| <i>Creation of 10-14 new jobs to last at least 3 years:</i> | <i>Exemption of Impact Fee Waiver (2 ESU's)</i> |
| <i>Creation of 15-19 new jobs to last at least 3 years:</i> | <i>Exemption of Impact Fee Waiver (3 ESU's)</i> |
| <i>Creation of 20-24 new jobs to last at least 3 years:</i> | <i>Exemption of Impact Fee Waiver (4 ESU's)</i> |
| <i>Creation of 25+ new jobs to last at least 3 years:</i>   | <i>Exemption of Impact Fee Waiver (5 ESU's)</i> |

*b) Agreement shall be executed by the commercial customer relative to the creation and retention of jobs.*

*c) Annual certification to assure the commercial customer remains compliant with the written agreement.*

*d) If the criteria is not met, the city may require the incentive to be repaid in full, or in part, as provided in the written agreement.*

*(2) Any commercial structure that does not receive a certificate of occupancy in accordance with Subsection E(1) shall be ineligible for the impact fee waiver and shall pay the required impact fee in full prior to the issuance of a certificate of occupancy.*

*Section 3. Dates*

*Introduction February 24, 2014*

*Adoption March 10, 2014*

*Effective March 20, 2014*

Motion carried.

*Economic Development Incentives/Impact Fee Waiver Application*

An application was prepared and anyone requesting impact fee waivers needs to complete before any waivers can be considered.

The ordinance requires an agreement be executed by the commercial customer relative to the creation and retention of jobs.

Because there was concern there was no follow-up as was required, the following requirement was added to ensure documentation is provided the following two years after the waiver is granted:

*Annual certification to assure the commercial customer remains compliant with the written agreement.*

*If the criteria is not met, the city may require the incentive to be repaid in full, or in part, as provided in the written agreement.*

Mr. Grier moved for approval of the Economic Development Incentive Application, seconded by Mr. Gleysteen. Motion carried.

## NEW BUSINESS

### *Award of Bid/Mispillion Greenway Phase #22-1/Goat Island/Parks and Recreation*

Ms. Hudson reported that Matt Spong oversaw the bid process and submitted the following letter:

*Re: Goat Island Nature Trail  
Mispillion Greenway Phase 22 -- 1  
Bid Award Analysis & Recommendation*

*Advertisement for bids for this project were placed in the Delaware State News Public Notices and run on 12/30/13 and 1/6/14. On 1/9/14 there was a mandatory pre-bid meeting held at the City of Milford Parks Department. Bids were due on Thursday, January 23, 2014 at 11:00 a.m. at the City Hall Council Room.*

*The bid price solicited from contractors was requested as follows:*

*BASE BID: provide all labor, materials and equipment for: Demolition, sediment & erosion control, site work, raised boardwalk on helical Piles, quarry dust path, seeding and Add Alternates.*

*The (4) add alternates were:*

*Add alternate #1: add 2" type "C" asphalt paving in lieu of quarry screen trail paving.*

*Add alternate #2: add north raised boardwalk (see sheet #9 of the drawings).*

*Add alternate #3: add overlooks A, B & C (see sheet #10 of the drawings).*

*Add alternate #4: add park identification sign per sketch Addendum #1.*

*(9) General Contractors attended the pre-bid meeting that was mandatory for General Contractors to bid on this project. A walk through of the Phase #1 project was conducted by Gary Emory and myself on 1/13/14. On 1/23/14 (3) general contractors submitted bids with the required bid forms, bid bonds, subcontractors list, etc.*

*The following bids were received:*

#### *1. Road Site construction, Inc. DBA/ Clean Cut Interlocking Pavers, Lewes, DE*

|                               |                            |
|-------------------------------|----------------------------|
| <i>Base Bid</i>               | <i>\$465,951.00</i>        |
| <i>Add Alternate #1</i>       | <i>3,000.00</i>            |
| <i>Add Alternate #2 (N/A)</i> | <i>48,472. (withdrawn)</i> |
| <i>Add Alternate #3 (N/A)</i> | <i>49,500. (withdrawn)</i> |
| <i>Add Alternate #4</i>       | <i>2,500.00</i>            |

#### *2. Conventional Builders, Inc., Houston DE*

|                         |                     |
|-------------------------|---------------------|
| <i>Base Bid</i>         | <i>\$490,002.14</i> |
| <i>Add Alternate #1</i> | <i>11,680.00</i>    |
| <i>Add Alternate #2</i> | <i>113,750.00</i>   |

|                         |                   |
|-------------------------|-------------------|
| <i>Add Alternate #3</i> | <i>101,500.00</i> |
| <i>Add Alternate #4</i> | <i>4,300.00</i>   |

*3. Khun Construction Co., Hockessin DE*

|                         |                     |
|-------------------------|---------------------|
| <i>Base Bid</i>         | <i>\$527,000.00</i> |
| <i>Add Alternate #1</i> | <i>7,600.00</i>     |
| <i>Add Alternate #2</i> | <i>145,330.00</i>   |
| <i>Add Alternate #3</i> | <i>209,780.00</i>   |
| <i>Add Alternate #4</i> | <i>3,500.00</i>     |

*The low bidder is Road Site Construction, Inc., DBA Clean Cut Interlocking Pavers, Inc. After a discussion with the Parks & Recreation Director and meeting with the apparent low bidder Clean Cut Interlocking Pavers on 2/17/14 and 2/25/14 to clarify the number of helical piles shown on the bid documents, it is my recommendation that the base bid for construction of \$465,951 be revised to \$447,351 (see unit price list dated "revised 2/24/14 from Road Site Construction, DBA Clean Cut Interlocking Pavers Inc.") and Add Alternate #4, supply and install a park ID sign for \$2,500 for a total Phase #1 contract award of \$449,851, be awarded to Road Site Construction, Inc. DBA Clean Cut Interlocking Pavers, Inc.*

*NOTE: our estimate for construction of this Phase 1 was \$500,000. Funding is available for the phase 1 project for \$520,000. \$500,000 will cover the cost of the Phase 1 construction base bid and Park ID sign and a contingency should cover any unforeseen conditions that may arise. The additional \$20,000. will cover the costs for Landscape Architectural Services, LLC, our GeoTech and Structural Engineers to assist the City with contract administration and construction monitoring during the phase 1 construction.*

The city solicitor clarified Matt Spong's recommendation for the base bid for construction of \$465,951 was revised to \$447,351 based on unit pricing and Alternate #4 be awarded to Road Site Construction, Incorporated, DBA as Clean Cut Interlocking Pavers, Incorporated for a total contract award of \$449,851.

Ms. Hudson verified the project will be paid with funding from Community Transportation Funds, Land and Water Conservation Trust fund and Green Acres (city) money.

Mr. Pikus moved to award the bid to Road Site Construction, Incorporated, DBA Clean Cut Interlocking Pavers, Incorporated for a total contract award of \$449,851 to be funded as explained, seconded by Mr. Morrow. Motion carried.

*Adoption of Resolution 2014-07/Scheduling Spring Clean Up Week*

Ms. Hudson advised that a clean up week is scheduled twice a year throughout the city. The Spring Clean Up Week has been scheduled the week beginning March 31<sup>st</sup>. Should we experience inclement weather that week, it will be extended until the end of the following week.

Mr. Pikus asked Public Works Chairman Owen Brooks if the city will pick up everything including appliances. Mr. Brooks confirmed that freon must be removed from refrigerators and Ms. Wilson noted that the doors must also be removed. It was confirmed by council that the city does not pick up tires.

Mr. Brooks recalled that last year the city only allowed one pickup during this week. In past years, additional pickups were permitted. He is unsure what is planned this year.

Mr. Brooks moved to adopt Resolution 2014-07, seconded by Ms. Wilson:

## SPRING CLEAN-UP WEEK

Now, Therefore, Be It Resolved by the Mayor and Council of the City of Milford, in Council met:

WHEREAS, it is desirous to promote the general cleaning of the City of Milford and improve its overall beauty to the maximum enjoyment and benefit of all citizens and visitors; and

WHEREAS, we are fortunate to live in a community so abundantly blessed with natural assets that we have a continuing responsibility to preserve our environment by keeping it clean, healthy and in order by organizing and carrying out clean-up and fix-up projects which will enhance, restore and maintain the beauty of all properties; and

WHEREAS, all maintenance and clean-up debris, including large and bulk items, shall be placed for curbside pickup in order to exemplify cleanliness and beauty.

NOW, THEREFORE, I, Joseph R. Rogers, Mayor of the City of Milford, by the power vested in me, do hereby proclaim the week of March 31, 2014 to April 4, 2014 "Spring Clean-Up Week" in the City of Milford; in the case of inclement weather, "Spring Clean-Up Week" will be extended through April 11, 2014.

IN WITNESS WHEREOF, I hereunto set my hand and caused the Seal of the City of Milford to be affixed this 10th day of March 2014.

s/Mayor Joseph R. Rogers

Motion carried.

*State of Delaware/Mosquito Control Agreement*

Ms. Hudson advised that each year, the state offers to do mosquito control spraying within the city limits of Milford. To do the spraying, the state needs council approval, a signed waiver and a map showing the city's boundaries.

Mr. Rutt referenced the many pages of explanation as to the type of chemicals that are applied.

Mr. Pikus asked how DNREC handles the property owners who do not want the spraying. Ms. Hudson explained that Mosquito Control informs the city in advance of the spraying (typically one day) and in turn, she forwards the e-mail to anyone who wants to be contacted. In Milford's case, there is one neighborhood where several residents have expressed concerns. They have a contact person whom she communicates with. It is then the responsibility of that contact person to inform the other residents in that community. She noted that not everyone in the neighborhood is opposed to the spraying, so the spraying does occur.

It was confirmed that this spray only attacks mosquitos and does not impact other insects.

Mr. Brooks moved to approve the State of Delaware Mosquito Control Agreement, seconded by Ms. Wilson. Motion carried.

*FY 2013/2014 Budget Adjustment/Attorney Fees-\$3.5 Million Bond Issue/Water Reserves*

Ms. Hudson recalled that at the February 24<sup>th</sup> council meeting, council voted to rescind their decision to begin the process for a referendum which would have allowed the city to borrow \$3.5 million for water projects at 1.5% interest.

Timothy Frey, Silvia Shin and Frank Tynan of Saul Ewing LLP served as city's council legal representatives in connection with the loan. An invoice in the amount of \$3,104.90 for professional services rendered by the firm was presented for council approval. That covered the costs of advice and the preparation of related documents up to the point the decision was rescinded.

The city clerk advised that no additional legal bills associated with the \$3.5 million bond issue were expected from Saul Ewing LLP.

Mr. Pikus moved to approve payment of the \$3,104.90 for legal services associated with the \$3.5 Million Water Project Referendum recently canceled by city council, to be paid from the city's water reserve account, seconded by Mr. Gleysteen. Motion carried.

#### MONTHLY FINANCE REPORT

Finance Chairman Pikus reported that through the seventh month of Fiscal Year 2013-2014 with 58% of the fiscal year having passed, 62.73% of revenues have been received and 57.55% of the total operating budget expended.

Mr. Pikus noted the cash balance in the trash fund continues to decline. The miscellaneous revenues, which include the Comcast franchise, cell tower lease fees, etc. are on target.

Overall, the city's expenses are down and revenues are up. He concluded by stating the fund balance is in good shape as both Finance Director Jeff Portmann and he agree.

Mr. Pikus moved to accept the January 2014 Finance Report, seconded by Mr. Grier. Motion carried.

#### ADJOURN

With no further business, Mr. Pikus moved to adjourn the Council Meeting, seconded by Mr. Gleysteen. Motion carried.

The Council Meeting adjourned at 7:59 p.m.

Respectfully submitted,



Terri K. Hudson, MMC  
City Clerk/Recorder