

**MINUTES OF THE REGULAR MEETING OF
OF THE MOORE CITY COUNCIL
THE MOORE PUBLIC WORKS AUTHORITY
THE MOORE RISK MANAGEMENT BOARD
AND THE MOORE ECONOMIC DEVELOPMENT AUTHORITY
JULY 17, 2023 – 6:30 P.M.**

The City Council of the City of Moore met in the City Council Chambers, 301 North Broadway, Moore, Oklahoma on July 17, 2023 at 6:30 p.m. with Vice-Mayor Mark Hamm presiding.

Adam Webb
Councilman, Ward I

Vacant Position
Councilperson, Ward I

Melissa Hunt
Councilwoman, Ward II

Mark Hamm
Councilman, Ward II

Jason Blair
Councilman, Ward III

Louie Williams
Councilman, Ward III

PRESENT: Blair, Hunt, Williams, Webb, Hamm

ABSENT: Lewis

STAFF MEMBERS PRESENT: City Manager, Brooks Mitchell; Assistant City Manager, Jerry Ihler; City Attorney/Risk Manager, Brian Miller; City Clerk, Vanessa Kemp; Community Development Director, Elizabeth Weitman; Emergency Management Director, Gayland Kitch; Finance Director, John Parker; Fire Chief Greg Herbster; Information Technology Director, David Thompson; Parks and Recreation Director, Sue Wood; Police Chief, Todd Gibson; Police Master Sergeant Kevin Stromski; Public Affairs Director, Deidre Ebrey; Project Grants Manager, Kahley Gilbert; Project Manager with Veolia Water, Robert Pistole; Public Works Director, Tony Mensah; and Supervisor for Animal Control, John Fryrear.

Agenda Item Number 2 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD JULY 3, 2023.
- B) ACCEPT A 10' DRAINAGE AND UTILITY EASEMENT FROM MONGOLD PROPERTIES, LLC/KIRBY MONGOLD LOCATED EAST OF SOONER ROAD AND SOUTH OF SE 34TH STREET TO SERVE THE HILLS AT TIMBERCREEK ADDITION.
- C) ACCEPT A 15' SANITARY SEWER EASEMENT FROM PREMIUM LAND, LLC/TABER LEBLANC, LOCATED WEST OF BROADWAY AVENUE AND NORTH OF SE 34TH STREET TO SERVE THE BROADMOORE HEIGHTS ADDITION, SECTION 2.
- D) REAPPOINT CHAD BURKS AND KENNETH JAREMA TO A 3-YEAR TERM ON THE PLANNING COMMISSION.

- E) ACCEPT 601 SQ. FT. OF TEMPORARY CONSTRUCTION EASEMENT FROM THE 19TH HOLE PROPERTIES, LLC FOR CONSTRUCTION OF THE EASTERN AVENUE PHASE 2 PROJECT LOCATED ON EASTERN AVENUE FROM SE 4TH STREET TO NE 9TH STREET.
- F) APPROVE REESTABLISHMENT AND MOVING EXPENSES IN THE AMOUNT OF \$91,010.37 FOR RELOCATION OF THE TILLISON CABINET COMPANY, INC., A DISPLACED BUSINESS CURRENTLY LOCATED AT 137 SE 4TH STREET, FOR CONSTRUCTION AND MAINTENANCE OF THE SE 4TH ST. RAILROAD UNDERPASS PROJECT. (THE FEDERAL LAW REQUIRES PAYMENT FOR RELOCATION UNDER THE "UNIFORM RELOCATION ASSISTANCE AND REAL PROPERTY ACQUISITION POLICIES ACT OF 1970 (UNIFORM ACT), AS AMENDED.").
- G) ACCEPT THE WARD 3 RESIDENTIAL STREET IMPROVEMENTS PROJECT AS CONSTRUCTED BY NASH CONSTRUCTION COMPANY IN THE FINAL AMOUNT OF \$1,477,965.78, AND IMPLEMENT THE TWO-YEAR MAINTENANCE BOND EFFECTIVE JULY 1, 2023.
- H) APPROVE FY 24 DUES TO THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS ("ACOG") IN THE AMOUNT OF \$47,790.
- I) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2022-2023 IN THE AMOUNT OF \$3,281,645.65 AND APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2023-2024 IN THE AMOUNT OF \$118,635.72.

Councilman Williams moved to approve the consent docket in its entirety, second by Councilwoman Hunt. Motion carried unanimously.

Ayes: Blair, Hunt, Williams, Webb, Hamm
Nays: None
Absent: Lewis

Agenda Item Number 3 being:

CONSIDER ACTION, RECEIVE BIDS, AND CONSIDER FOR APPROVAL OR REJECTION, RESOLUTION NO. 55(23) AWARDING \$6,050,000 CITY OF MOORE, OKLAHOMA GENERAL OBLIGATION BONDS OF 2023 TO BIDDER WHOSE BID IS DETERMINED TO OFFER THE LOWEST INTEREST COST.

Brooks Mitchell, City Manager, advised that the proposed 2023 bond issuance would be used for the construction and equipping of a new Animal Shelter. Mr. Mitchell stated that Financial Advisor Chris Gander and Bond Counsel Terry Hawkins were in attendance to discuss the bids and to answer any questions.

Chris Gander stated that Agenda Items No. 3 and 4 are for consideration of two resolutions. Resolution No. 55(23) awards the bid to the low bidder and Resolution No. 56(23) authorizes the issuance of the debt. Mr. Gander stated that three bids were received with the low bid submitted by Robert W. Baird at 3.1471%.

Councilman Blair moved to approve Resolution No. 55(23) awarding \$6,050,000 City of Moore, Oklahoma General Obligation Bonds of 2023 to Robert W. Baird at 3.1471% whose bid was determined to offer the lowest interest cost, second by Councilman Webb. Motion carried unanimously.

Ayes: Blair, Hunt, Williams, Webb, Hamm
Nays: None
Absent: Lewis

Agenda Item Number 4 being:

CONSIDER ACTION, APPROVAL OR REJECTION, OF RESOLUTION NO. 56(23) PROVIDING FOR THE ISSUANCE OF GENERAL OBLIGATION BONDS OF 2023 IN THE SUM OF \$6,050,000 BY THE CITY OF MOORE, OKLAHOMA AUTHORIZED AT AN ELECTION DULY CALLED AND HELD FOR SUCH PURPOSE ON NOVEMBER 9, 2021; PRESCRIBING FORM OF BONDS; PROVIDING FOR REGISTRATION THEREOF; PROVIDING LEVY OF AN ANNUAL TAX FOR PAYMENT OF PRINCIPAL AND INTEREST ON SAME; DESIGNATING SAID BONDS AS "QUALIFIED TAX-EXEMPT OBLIGATIONS" FOR PURPOSES OF SECTION 265(B)(3)(B) OF THE INTERNAL REVENUE CODE; AND FIXING OTHER DETAILS OF THE ISSUE.

Councilwoman Hunt moved to adopt Resolution No. 56(23) providing for the issuance of General Obligation Bonds of 2023 in the sum of \$6,050,000 by the City of Moore, Oklahoma authorized at an election duly called and held for such purpose on November 9, 2021; prescribing form of bonds; providing for registration thereof; providing levy of an annual tax for payment of principal and interest on same; designating said Bonds as "qualified tax-exempt obligations" for purposes of Section 265(b)(3)(b) of the Internal Revenue Code; and fixing other details of the issue, second by Councilman Williams. Motion carried unanimously.

Ayes: Blair, Hunt, Williams, Webb, Hamm
Nays: None
Absent: Lewis

Agenda Item Number 5 being:

CONSIDER APPROVAL OF THREE LOT SPLITS LOCATED IN THE SE/4 OF SECTION 29, T10N, R2W, BEING NORTH OF SE 34TH STREET AND EAST OF SOONER DRIVE. APPLICATION BY PATRIOT CUSTOM HOMES, LLC/JOSH PUCKETT.

Elizabeth Weitman, Community Development Director, stated that the subject property contained 25 acres zoned A-2 Suburban Agricultural District. The applicant proposes three lot splits to create four lots ranging in size from four to ten acres. Ms. Weitman noted that there is a significant amount of unstudied floodplain on the property which impacts Tracts 3 and 4. She stated that no development can occur within a floodplain without City and FEMA approvals; and any crossings of the floodplain (i.e. driveways) must be designed by an engineer and approved by the City's consulting engineer.

Ms. Weitman advised that access will be provided by Sooner Drive, a rural roadway that currently serves 12 homes. If approved, the new lots will be accessed through a private access easement that extends off the private drive. A Private Access and Maintenance Agreement must be filed at Cleveland County. Ms. Weitman stated that the proposed lot splits are in compliance with the subdivision regulations; therefore, staff recommended approval of the application.

Councilman Williams asked where the roadway would tie in. Ms. Weitman indicated that it would tie in at Tract 1 and follow a 40' roadway and utility easement that leads up to Tract 4.

Councilman Webb moved to approve three lot splits located in the SE/4 of Section 29, T10N, R2W, being north of SE 34th Street and east of Sooner Drive, second by Councilwoman Hunt. Motion carried unanimously.

Ayes: Blair, Hunt, Williams, Webb, Hamm
Nays: None
Absent: Lewis

Agenda Item Number 6 being:

CONSIDER ADOPTING RESOLUTION NO. 57(23) MODIFYING THE POLICY FOR THE APPOINTMENT OF MEMBERS TO FILL VACANCIES IN CITY COUNCIL, BOARD AND COMMISSION POSITIONS OF THE CITY OF MOORE; EFFECTIVE UPON APPROVAL AND REMAINING IN EFFECT UNTIL MODIFIED, AMENDED OR REPEALED; AND REPEALING ANY PRIOR POLICIES REGARDING THE FILLING OF VACANCIES FOR THESE POSITIONS.

Brooks Mitchell, City Manager, advised that Resolution No. 57(23) amends the policy regarding the appointment of members to fill City Council, Board or Commission vacancies by shortening the notification and acceptance of applications period from 45 days to 10 days.

Councilman Webb moved to adopt Resolution No. 57(23) modifying the policy for the appointment of members to fill vacancies in City Council, Board and Commission positions of the City of Moore; effective upon approval and remaining in effect until modified, amended or repealed; and repealing any prior policies regarding the filling of vacancies for these positions, second by Councilwoman Hunt. Motion carried unanimously.

Ayes: Blair, Hunt, Williams, Webb, Hamm
Nays: None
Absent: Lewis

Agenda Item Number 7 being:

CONSIDER POSTING NOTICE OF WARD 1 CITY COUNCIL VACANCY EFFECTIVE JULY 18, 2023 IN THE MANNER DESCRIBED BY RESOLUTION NO. 57(23).

Brooks Mitchell, City Manager, advised that the item was a request for authorization to post notice of the City Council vacancy.

Councilwoman Hunt asked where the notice would be posted. Staff advised that the notice would be posted on the City's website, social media, and the bulletin boards at City Hall.

Councilwoman Hunt moved to approve posting notice of Ward 1 City Council vacancy effective July 18, 2023 in the manner described by Resolution No. 57(23), second by Councilman Webb. Motion carried unanimously.

Ayes: Blair, Hunt, Williams, Webb, Hamm
Nays: None
Absent: Lewis

Agenda Item Number 8 being:

CONSIDER AN AMENDMENT TO A CONTRACT WITH SJ INNOVATIONS, LLC D/B/A COMPUTER SYSTEM DESIGNERS ("CSD") TO PROVIDE SECURITY OFFICERS AT THE STATION.

Brooks Mitchell, City Manager, stated that retired Police Captain Keith Toles' family owns and operates SJ Innovations who provides security at The Station. The proposed contract amendment would increase the hourly rate from \$30 per hour to \$40 per hour.

Councilman Webb moved to approve an amendment to a contract with SJ Innovations, LLC d/b/a Computer System Designers (“CSD”) to provide security officers at The Station, second by Councilman Williams. Motion carried unanimously.

Ayes: Blair, Hunt, Williams, Webb, Hamm
Nays: None
Absent: Lewis

Agenda Item Number 9 being:

CONSIDER APPROVAL OF A \$50,000 EARNEST MONEY PAYMENT FOR THE PURCHASE OF PROPERTY LOCATED AT 2001 N. MOORE AVENUE.

Brooks Mitchell, City Manager, stated that information had been forwarded to the City Council over the past few months about the possibility of purchasing property located at 2001 N. Moore Avenue in lieu of constructing Phase II of the Public Works facility. Mr. Mitchell advised that the purchase price of the property is \$900,000. Staff was requesting authorization for payment of \$50,000 in earnest money to the seller in order to execute the purchase agreement. He noted that if problems are found during inspection of the building the City can withdraw from the contract.

Councilman Webb moved to approve a \$50,000 earnest money payment for the purchase of property located at 2001 N. Moore Avenue, second by Councilman Williams. Motion carried unanimously.

Ayes: Blair, Hunt, Williams, Webb, Hamm
Nays: None
Absent: Lewis

Agenda Item Number 10 being:

CONSIDER APPROVAL OF A CONTRACT WITH GUSS CONSTRUCTION AND REMODELING, LLC FOR REMODELING OF THE MEN’S AND WOMEN’S SHOWER AREA FLOORS AT THE STATION RECREATION CENTER IN THE AMOUNT OF \$12,760.

Sue Wood, Parks and Recreation Director, stated that the proposed contract with Guss Construction and Remodeling was for the repair of drainage issues created by the pitch of the shower floors in the men’s and women’s restrooms at The Station.

Councilman Williams moved to approve a contract with Guss Construction and Remodeling, LLC for remodeling of the men’s and women’s shower area floors at The Station Recreation Center in the amount of \$12,760, second by Councilman Webb. Motion carried unanimously.

Ayes: Blair, Hunt, Williams, Webb, Hamm
Nays: None
Absent: Lewis

Agenda Item Number 11 being:

CONSIDER RESOLUTION NO. 54(23) ADOPTING THE 2023 ANNUAL ACTION PLAN FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM; AND AUTHORIZING THE MAYOR TO SUBMIT THE PLAN TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT.

Kahley Gilbert, Project-Grants Manager, advised that the City was awarded \$343,817 in Entitlement Funds for Program Year 2023. Ms. Gilbert anticipated that approximately \$15,000 in remaining 2022’s allocation would be rolled over to this program year for a total of \$358,817 in available funds. Ms. Gilbert noted the following funding recommendations:

Administration:		\$68,763
General Administration Budget		63,263
Metropolitan Fair Housing	Fair Housing Services	5,500
Public Services:		\$51,572
Aging Services	Home-delivered meals for seniors	19,000
Bethesda	Counseling services for children	7,000
Mary Abbott Children’s House	Forensic Interviews for abused children	7,000
First Methodist Church	Street Outreach Program to providing food and clothing to the homeless	5,000
Moore Youth and Family Services	Early Intervention Program for students in Moore Public Schools and a First-Time Offender Program	12,000
St. Vincent de Paul	Utility and Rental Assistance Program	1,572
Virtue Center – CDBG-Covid Funds	Substance abuse counseling	9,980

(Ms. Gilbert estimated 588 residents would receive these services).

Infrastructure		\$238,482
Rose Rock Habitat for Humanity	Emergency Repair Program	30,000
Southgate Sewer Project	Sewer Line Rehabilitation Project	208,482

(Ms. Gilbert estimated 64 households would benefit from this project)

TOTAL \$358,817

Councilwoman Hunt moved to adopt Resolution No. 54(23) adopting the 2023 Annual Action Plan for the Community Development Block Grant Program; and authorizing the Mayor to submit the Plan to the U.S. Department of Housing and Urban Development, second by Councilman Williams. Motion carried unanimously.

Ayes: Blair, Hunt, Williams, Webb, Hamm
 Nays: None
 Absent: Lewis

Agenda Item Number 12 being:

CONSIDER APPROVAL OF A CONTRACT WITH TUS NUA LAWN AND LANDSCAPE FOR BUDGETED TEMPORARY EMPLOYEE SERVICES.

Tony Mensah, Public Works Director, stated that Agenda Items No. 12 and 13 are contracts for temporary employment services for mowing of the City’s rights-of-way and drainage channels.

Councilman Webb moved to approve a contract with Tus Nua Lawn and Landscape for budgeted temporary employee services, second by Councilman Williams. Motion carried unanimously.

Ayes: Blair, Hunt, Williams, Webb, Hamm
 Nays: None
 Absent: Lewis

Agenda Item Number 13 being:

CONSIDER APPROVAL OF A CONTRACT WITH EXPRESS EMPLOYMENT PROFESSIONALS FOR BUDGETED TEMPORARY EMPLOYEE SERVICES.

Councilman Williams moved to approve a contract with Express Employment Professionals for budgeted temporary employee services, second by Councilman Blair. Motion carried unanimously.

Ayes: Blair, Hunt, Williams, Webb, Hamm
Nays: None
Absent: Lewis

Agenda Item Number 14 being:

CONSIDER APPROVAL OF ORDINANCE NO. 1032(23) AMENDING SECTION 4-105 OF PART 4 "ANIMALS"; CHAPTER 1 "GENERAL PROVISIONS"; ARTICLE A "ANIMAL REGULATIONS" BY PROVIDING FOR A REGISTRATION PERIOD TO QUALIFY FOR AN EXCEPTION FOR THE KEEPING AND RAISING OF SWINE AND REMOVING THE SIZE AND WEIGHT LIMITS OF SWINE; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR A REPEALER.

Brian Miller, City Attorney, stated that Ordinance No. 1032(23) amends the regulations regarding the keeping of swine and other livestock. Mr. Miller advised that swine and livestock outside of A-1 and A-2 zoning districts are prohibited; however, the addition of a grandfather clause would allow individuals who currently own swine to keep their registered pet and removes the size and weight restrictions for them. He indicated that in order for the swine to be grandfathered in individuals must provide proof of ownership prior to February 1, 2023 and be registered with Animal Control on or before October 1, 2023.

Councilman Williams confirmed that the ordinance was written to allow a small breed of swine known as potbellied pigs.

Councilman Williams moved to approve Ordinance No. 1032(23) amending Section 4-105 of Part 4 "Animals"; Chapter 1 "General Provisions"; Article A "Animal Regulations" by providing for a registration period to qualify for an exception for the keeping and raising of swine and removing the size and weight limits of swine; providing for severability; and providing for a repealer, second by Councilman Blair. Motion carried unanimously.

Ayes: Blair, Hunt, Williams, Webb, Hamm
Nays: None
Absent: Lewis

THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 6:50 P.M.

Agenda Item Number 15 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD JULY 3, 2023.

- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2022-2023 IN THE AMOUNT OF \$23,243.60 AND APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2023-2024 IN THE AMOUNT OF \$682,171.02.

Trustee Williams moved to approve the consent docket in its entirety, second by Trustee Webb. Motion carried unanimously.

Ayes: Blair, Hunt, Williams, Webb, Hamm
Nays: None
Absent: Lewis

Agenda Item Number 16 being:

CONSIDER RENEWAL OF AN ACTUARIAL SERVICES AGREEMENT WITH SELECT ACTUARIAL SERVICES FOR A PERIOD OF THREE YEARS IN THE AMOUNT OF \$9,500 PER YEAR.

Brian Miller, City Attorney, stated that the item was for renewal of an agreement with Select Actuarial Services for preparation of an actuarial report utilized for the City's audit and budgeting purposes. Mr. Miller advised that the contract amount increased from \$9,000 to \$9,500.

Trustee Williams moved to approve renewal of an Actuarial Services Agreement with Select Actuarial Services for a period of three years in the amount of \$9,500 per year, second by Trustee Webb. Motion carried unanimously.

Ayes: Blair, Hunt, Williams, Webb, Hamm
Nays: None
Absent: Lewis

Agenda Item Number 17 being:

CONSIDER AUTHORIZING THE PURCHASE OF 1,404 POLYCARTS FROM SIERRA CONTAINER GROUP IN THE TOTAL AMOUNT OF \$87,054.80 AS THE MOST RESPONSIBLE QUOTE.

Tony Mensah, Public Works Director, advised that staff was requesting the purchase of polycarts to be used for new service orders, replacement carts, and requests for additional carts. Mr. Mensah advised that staff obtained three quotes and was recommending Sierra Container Group who submitted the most responsible quote.

Trustee Williams moved to authorize the purchase of 1,404 polycarts from Sierra Container Group in the total amount of \$87,054.80 as the most responsible quote, second by Trustee Hunt. Motion carried unanimously.

Ayes: Blair, Hunt, Williams, Webb, Hamm
Nays: None
Absent: Lewis

MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT 6:52 P.M.

Agenda Item Number 18 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD JULY 3, 2023
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2022-2023 IN THE AMOUNT OF \$186,404.31.

Trustee Williams moved to approve the consent docket in its entirety, second by Trustee Hunt. Motion carried unanimously.

Ayes: Blair, Hunt, Williams, Webb, Hamm
Nays: None
Absent: Lewis

THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS CONVENED WITH CHAIRWOMAN MELISSA HUNT PRESIDING AT 6:54 P.M.

Agenda Item Number 19 being:

ROLL CALL

PRESENT: Blair, Williams, Webb, Hamm, Hunt
ABSENT: Lewis

Agenda Item Number 20 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING HELD JUNE 19, 2023.

Trustee Williams moved to approve the consent docket in its entirety, second by Trustee Webb. Motion carried unanimously.

Ayes: Blair, Williams, Webb, Hamm, Hunt
Nays: None
Absent: Lewis

THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED WITH VICE-MAYOR MARK HAMM PRESIDING AT 6:54 P.M.

Agenda Item Number 21 being:

NEW BUSINESS:

- A) CITIZENS' FORUM FOR ITEMS NOT ON THE AGENDA.

There were no citizens to speak.

- B) ITEMS FROM THE CITY COUNCIL/MPWA TRUSTEES.

There were no items from the City Council/Trustees.

C) ITEMS FROM THE CITY/TRUST MANAGER.

Brooks Mitchell, City Manager, stated that he would be attending the City Management Association of Oklahoma Summer Conference in Broken Arrow, Oklahoma from July 19-21, 2023. Mr. Mitchell announced that a Town Hall Meeting would be held July 18, 2023 at 7:00 p.m. at The Station to discuss the proposed 2023 GO Bond Arterial Roadway Improvements. Vice-Mayor Hamm felt that the meeting would be very informative and encouraged everyone to attend.

Agenda Item Number 22 being:

ADJOURNMENT

Councilman Williams moved to adjourn the City Council meeting, second by Councilman Blair. Motion carried unanimously.

Ayes: Blair, Hunt, Williams, Webb, Hamm
Nays: None
Absent: Lewis

The City Council, Moore Public Works Authority, Moore Risk Management, and Moore Economic Development Authority meetings were adjourned at 6:55 p.m.

TRANSCRIBED BY:

RHONDA BAXTER, Executive Assistant

FOR:

VANESSA KEMP, MPWA Assistant Secretary

These minutes passed and approved as noted this ____ day of _____, 2023.

ATTEST:

VANESSA KEMP, City Clerk