

The Mandan City Commission met in regular session at 5:30 p.m. on July 21, 2009 in the Ed “Bosh” Froehlich Room at City Hall. Commissioners present were Helbling, Tibke, Jackson, Gangl and Serhienko. Department Heads present were City Administrator Neubauer, Police Chief Bullinger, Engineering Project Manager Bechtel, Fire Chief Nardello, Business Development Director Huber, City Assessor Barta and City Attorney Brown. Absent were Finance Director Welch, and Director of Public Works Wright.

1. MINUTES: *Consider approval of the minutes from the following meetings:*

(i) *June 10, 2009 – Public Information Meeting (w/Mandan Park District & Mandan School Board)* (ii) *June 16, 2009 - Board of City Commission* (iii) *June 30, 2009 – Board of City Commission* (iv) *July 7, 2009 – Board of City Commission.*

Commissioner Jackson moved to approve the minutes listed as they were presented. Commissioner Gangl seconded the motion. The motion received unanimous approval of the members present.

#### PUBLIC HEARING:

1. *Five (5) Year Ad Valorem application for Steve Thilmony/ Riverfront Resources Ltd. on Riverwood Ave. SE. Part of Aud Lot B of Lot 3, Blk 2, Riverwood Commercial Park.* Richard Barta, City Assessor presented a request for the consideration of a Five (5) Year Ad Valorem application for Steve Thilmony/ Riverfront Resources Ltd. on Riverwood Ave. SE. Part of Aud Lot B of Lot 3, Blk 2, Riverwood Commercial Park. Barta stated that the property will consist of several commercial sites, with the intention of housing small businesses on that property. Barta stated there has been no opposition to the request. Barta also stated that the Mandan Growth Fund approved of the request.

Mayor Helbling announced that this is a public hearing and asked for comments regarding this project from the Commission or the public. Hearing none, Mayor Helbling closed the public hearing.

Commissioner Jackson moved to approve the Five (5) Year Ad Valorem application for Steve Thilmony/ Riverfront Resources Ltd. on Riverwood Ave. SE. Part of Aud Lot B of Lot 3, Blk 2, Riverwood Commercial Park. Commissioner Tibke seconded the motion. The motion received unanimous approval of the members present.

Commissioner Jackson suggested that the City at some point consider reducing the number of these projects as has been discussed in the past.

#### BIDS:

1. *Consider bids on various items of farm equipment.*

City Administrator Neubauer reviewed with the Board the bids that have been received for various miscellaneous farm equipment that the City has for sale. He reported the following bids have been received and that the items are to be removed from the Public Works Building by 2:00 pm, Friday, July 24th:

- \$ 57.57 John Deere 2 Bottom Plow – Kevin Vetter
- \$ 150.00 McCormick-Deering #7, 5 ft. horse mower – Dana Schlomer

- \$ 52.00 Minneapolis Moline 10 ft. Wheel End Drill, 6” spacing - Cordel Backman
- \$ 77.00 McCormick-Deering 10 ft. Dump Rake – Cordel Backman
- \$1,128.11 1947 McCormick Farmall IH Model A Tractor – Kevin Vetter
- \$ 0.00 Sulley 3 Section 14 ft. Harrow – No bids were received

Commissioner Serhienko moved to approve the bids received from the highest bidders as listed. Commissioner Jackson seconded the motion. Commissioner Jackson inquired as to what action will take place if the items are not removed by 2:00 Friday? Administrator Neubauer said the purchasers will be asked to remove the items as soon as practicable. The motion received unanimous approval of the members present.

CONSENT AGENDA:

1. *Consider for review and approval the pledge of securities reports as of June 30, 2009.* The Board approved of the pledge of securities reports as of June 30, 2009.
2. *Consider for approval, a request by St. Alexius Medical Center to close a portion of Burlington Street SE on August 7.* The Board approved of the request by St. Alexius Medical Center to close a portion of Burlington Street SE on August.
3. *Consider approval of abatement for Harvey Christian – reassessment.* The Board approved of the abatement for Harvey Christian – reassessment.
4. *Consider approval of monthly bills.* The Board approved of payment of the monthly bills.
5. *Consider investment option change in retirement plan.* The Board approved the investment option change in retirement plan.

Commissioner Jackson moved to approve the Consent Agenda as presented. Commissioner Serhienko seconded the motion. The motion received unanimous approval of the members present.

OLD BUSINESS:

1. *Recognition of groups involved in 4<sup>th</sup> of July activities.* Mayor Helbling extended a thank you to all the sponsors and volunteers on behalf of the City of Mandan and the Mandan City Commission. The following were acknowledged:

<i>Event</i>	<i>Chair</i>
• All Class Reunion	Mandan Progress Organization
• Art in the Park	Colleen Rinas & Karla Boehm
• Bike and Trike Parade	Rachel Ressler
• City of Mandan, Public Works, Fire, Police, Engineering, Park/Rec	City Commission & Park Board
• Doll and Pet Parade	Colleen Rinas & Karla Boehm
• Kaleidoscope	Vern Cermak
• Mandan Legion Baseball	Lorrel Jungling
• Mandan Parade & Street Festival	Marlo Anderson & Dennis Freisz
• Mandan Rodeo Committee	Neil Ness, Chairperson
• Rodeo Queen & Princess Pageant	Keely Spilde & Ellen Huber
• Party on the Prairie	Mike Wetzstein

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- Rodeo Days Fireworks Display      BNSF Railway
  - Rodeo Days Golf Tournament      Brad Olson
  - Rodeo Days Road Race      Matt & James Schanandore, Ft. Lincoln Fdn
  - Sponsoring Businesses
  - Starion Summer Celebration      Alvina Madler
  - Volunteers

Del Wetsch, President of the Mandan Progress Organization, expressed a thank you to the City entities that provided assistance and support throughout the planning stages and coordination of events held. Wetsch stated that the Bismarck Tribune has contacted the MPO and has acknowledged the Mandan Rodeo Days as the *Best of the Best* of Events in the Bismarck-Mandan Community. This will be the 4<sup>th</sup> consecutive year Mandan Rodeo Days has received this award.

NEW BUSINESS:

1. ~~Update on remediation project by Leggette, Brashears & Graham~~
2. Consider Renaissance Zone Committee recommendations
  - i. Ohm's Café — Rehabilitation of 808 West Main

Business Development Director Huber reviewed with the Board the recommendation from the Mandan Renaissance Zone Committee regarding the application from Ohm's Café for the rehabilitation of 808 West Main Street. The project will be an investment of about \$35,000 that includes re-facing all sides of the building, a new roof (due to water damages in June), a new canopy, sandblasting of brick columns and an electronic door as required by City Code. City Assessor Barta estimates the value of the building to be \$45,000 at the completion of the project. The total tax savings will be \$4,781 over the course of the 5-year property tax exemption. The land will still be taxed. Tax on the building was \$780, for a 5-year total of \$3,900 tax exemption on the property. The 5-year state income tax exemption is estimated at \$3,000 (\$600 annually). Tony and Kathy Leier, Ohm's Café are available for questions. Huber stated that this has been approved by the Architectural Review Commission.

Commissioner Serhienko moved to approve the Renaissance Zone Committee recommendations for Ohm's Café — Rehabilitation of 808 West Main. Commissioner Tibke seconded the motion. Commissioner Jackson commented that he is in support of this action and he reminded the Commission that the City is considering reducing these projects in the not to distant future. Huber commented that she is hopeful that the City will utilize the full 15-year revitalization project period to continue to encourage the use of and approve these types of projects that is allotted by the state for conditions such as the diesel spill that Mandan experienced. The motion received unanimous approval of the members present.

- ii. CRT Investments, LLC — New Construction at 200 West Main

Huber reported that CRT Investments is willing to take on the new construction at 200 West Main. This is a 4-story building, main floor is commercial retail space and parking for tenants and employees; 31 market rate apartments have been approved. This project follows the redevelopment plan for the City of Mandan. \$3 million will be attributed to

the building. The 5-year property tax exemption is estimated at \$63,750 per year for a 5 year total of \$318,750.00. Since the building did not previously exist, local taxing is not giving up any dollars. The estimated state income tax exemption is \$0. Huber stated that this project is subject to a Business Incentive Agreement. This project will have to be approved by the Architectural Review Commission. Kevin Ritterman, CRT Investments is available for questions. Huber provided the Board with a demonstrative copy of the project.

Commissioner Serhienko moved to approve the request received from CRT Investments, LLC for New Construction at 200 West Main. Commissioner Tibke seconded the motion. Commissioner Serhienko commented that the parking for this building needs to also be addressed for when the thirty tenants will be parking at the building. Huber stated there are no main floor tenants booked for space as yet. Mayor Helbling commented that the parking for this area has been addressed recently during the Parking Study process. Commissioner Tibke commented that many of the parking issues have been addressed through the Parking Study. The motion received unanimous approval of the members present.

3. *Consider preliminary request by CRT Investments, LLC, for tax increment financing for 200 W Main project.* Business Development Director Huber lead the discussion on this matter stating that this project is related to the previous project (CRT Investments, LLD, new construction at 200 West Main). She stated that this is a preliminary request based on policy pertaining to TIF as approved previously, noting that the first step in the application process is for the individual seeking TIF to submit a letter of request to the City outlining the project that includes estimated costs and public assistance requested. Huber stated that the developer is requesting TIF in the form of property tax exemption to extend beyond the 5 year Renaissance Zone benefit for years 6 to 15. Taxes on the \$2.5 million residential portion for a 10 year total over the course of the building's life in the 6<sup>th</sup> to 15<sup>th</sup> year will be @ \$531,250. The citizens are not giving up any tax revenue. If approved, an application will be completed and provided to the Growth Fund Committee for review. If approved by the Growth Fund, the process will move forward with a public hearing, etc. Mr. Ritterman is available for questions.

Commissioner Jackson moved to approve the preliminary request by CRT Investments, LLC, for tax increment financing for 200 W Main project contingent upon the commercial space being subject to taxes after expiration of the Renaissance Zone benefits, subject to the receipt of a complete application and further review and consideration by the Growth Fund Committee and the City Commission. Commissioner Gangl seconded the motion. Commissioner Jackson reiterated that when the Commission approves these that it is noted that these are positive steps for downtown Mandan. As stated earlier this is a good commercial project even though it takes the building off the tax rolls for a long time. As stated by Huber, there is nothing there right now and this is a definite enhancement to downtown Mandan.

4. *Consider final report and recommendations from downtown parking study (rescheduled for Aug. 4)*

5. *Bismarck Mandan Development Association (BMDA) Report.*

Russ Staiger, BMDA, presented an update of activity projects currently being worked on by the BMDA:

- Weekly informational newsletters have been published and distributed at the request of those wishing to receive it;
- A document titled *Economy at a Glance* was started within the last couple months. The purpose of the publication is to provide an ongoing comparison of what is happening in the community in terms of tax growth; sales tax; home sales, etc.
- Have participated in the Innovate North Dakota program in getting new businesses started in the community;
- Have been working with the county on the funding they are providing to all the communities outside the City of Mandan, which is important because they are part of the sales and retail base in an attempt to tie those communities to the future of the City of Mandan.

Brian Ritter presented an update on the industrial site development for future growth. He stated that he had previously outlined a procedure to undertake a project to identify future industrial parcels for individual use and for a potential industrial park. At this time Mandan has one industrial park in the northwest part of the city consisting of two lots for a total of 7 acres which is sufficient for the time being. The question then is, will the next person need more space? With the assistance of city officials, we were able to narrow 11 areas down to one area; that one area being west of Mandan, at the intersection of the truck stop and Hwy 25. There is about 120 acres at that site that might offer possibilities. However, the property owner decided he did not want his property used for that purpose. Using the city/county map, Ritter pointed a spot out on the west edge of Mandan, on the edge of interstate 94, on the west side of Main Street. City staff has visited with the property owner. Ritter said the focus of the future for an industrial site is at that location. At this time; however, there are some other sites that might also be available but not at the acreage size as this site. Ritter stated that this is in an active stage right now.

Richard Mower presented information regarding a retail development plan that consisted of meeting with several retail businesses with an interest in locating in North Dakota after attending a conference held in Las Vegas. He said Business Development Director Huber and he were able to narrow interested retailers down to 49 different businesses. Upon return from the conference, he started contacting those people. This includes big box users and restaurant and hotel users. Mower stated that although it is apparent retailers appear to be trying to keep up with what they have in existence, there is not much interest in starting a business in a brand new location. When questioned about where they would locate if they were to open in Mandan, the indication was to be along the interstate. Commissioner Tibke commented that moving forward with an industrial park is a step in the right direction, which has been in the development process since 2004. She said it is important to know what they (retailers) are looking for in order for the City to move forward and make decisions. Mower added that, in addition, it is important to be able to offer franchises' an opportunity to locate within the community.

Wayne Paptke, a Mandan resident came forward and inquired as to discussions regarding a Commerce Center / Industry Center with rail access in Mandan. Russ Staiger returned to the podium and stated that he is not aware of a commerce center in Mandan. The Northern Plains Commerce Center was built next to the Bismarck Airport. In terms of in Mandan, there have never been plans to build a center.

6. *Consider agreement with Mandan Progress Organization regarding use of visitor's electronic message board.*

Business Development Director Huber presented an update regarding the completion of the electronic message center located on east Main Street. For consideration by this board: (1) Policies related to the use of message boards; (2) Delegation of responsibility for posting of information, and (3) A proposal for cost share of annual maintenance and operating costs. The message board is a project of the Mandan Progress Organization which is made possible with funding from the Visitor's Promotion Fund. The fund consists of a 1% restaurant and lodging tax, which is for the purchase, equipping, improving, construction, maintenance, repair and acquisition of buildings or property for visitor attraction and promotion. Del Wetsch, Director of the Mandan Progress Organization, stated that the MPO has approved the guidelines after consulting with the City and the DOT. He reviewed the "Mandan Progress Organization Guidelines for Mandan Visitor's Sign" that was provided to the Board members in their packet of information.

Huber stated the next item for discussion is the delegation of responsibility for informational updates. Huber stated that the MPO has primarily been responsible for posting information; however, she (Huber) posts the information related to governmental entities or information related to emergency guidance and alerts about city clean up, etc. The MPO has included in their budget proposed funding costs for operating and maintenance needs. The annual cost of the insurance and warranty upgrade can be initially covered through the original allotment for the sign. For the 2010 budget, a sum of \$2,500 should be included in the Visitor's Promotion Fund for insurance and maintenance. Huber recommended the Board approve 1) MPO's Visitor's Sign Guidelines, 2) the delegation of responsibilities for updates, and 3) the proposed funding arrangements for operating and maintenance costs.

Commissioner Serhienko moved to approve entering into an agreement with Mandan Progress Organization regarding the use of the visitor's electronic message board. Commissioner Gangl seconded the motion. Commissioner Jackson inquired if the previous sign guidelines align with the MPO guidelines. Huber stated that there are two sets of standards that govern the use for this sign. One was an agreement that the City needed to enter into as the City of Mandan in order to obtain rights to and to erect the sign on the ND DOT right-of-way and that remains in effect. The MPO policy compliments those regarding usage of the sign. Huber clarified there was no previous policy. This is separate and apart from the overall Sign Policy for the City of Mandan. This pertains just to this sign which is in compliance with the overall Sign Policy. The budget is out of the Mandan Visitor's Promotion Fund where the dollars were originally

earmarked for the project. The motion received unanimous approval of the members present.

7. *Introduction of New Police Officers.* Police Chief Bullinger introduced two new police officers to the City of Mandan Police Force:

(1) James Jefferson: Holds an Associate's Degree in Criminal Justice. Jefferson has been a member of the North Dakota National Guard since 2005. Jefferson has served a tour in Afghanistan and is currently attending the ND Law Enforcement Training Academy in Bismarck and will graduate in August, 2009.

(2) Matthew Hartung: Is a 2008 graduate of the ND Law Enforcement Training Academy in Bismarck. He has worked as a deputy in Mountrail County and as a correctional officer with Ward County.

8. *Update on the 911 Communications Center City/County Merger*  
Tammy Lapp-Harris, provided a Power Point presentation with the current status and upgrades to the 911 Communications Center entitled: *Morton County/Mandan Communications Equipment Upgrade/Replacement 2009*. She reviewed the following upgrades:

- Upgraded consoles
- Dell Monitors and PCs with Quad Cards
- Three stations (vs. one in the previous center)
- Items that still need to be purchased and installed

Mayor Helbling inquired how the staffing situation has been since the merger. Lapp-Harris replied that it has worked much better for coverage purposes. Cross-training is occurring between the city staff and county staff. No problems are anticipated as the equipment is the same.

9. *Consider recommendation from Mandan Growth Fund (MGF) regarding policy changes.* Administrator Neubauer reviewed with the Board recommendations received from the Mandan Growth Fund regarding general policy changes. Neubauer briefly outlined the following changes:

- @ No. I: The MGF meets more often than quarterly
- @ No. II: Include a provision the MGF review applications for Storefront Improvement, Tax Increment Financing (TIF), New & Expanding Business Property Tax Exemption
- @ No. V: Remaining funds at the end of the year be kept within the MGF fund account
- @ No. V: Repayment of loans be returned to MGF.

Neubauer stated that this policy is solidifying the guidelines within the Mandan Growth Fund. In addition, the repayment of any loans that come back into the MGF, stay in that fund and not go into the Mandan City General Fund. The Mandan Growth Fund is

requesting approval of these policy changes. The ultimate control of the Growth Fund is held by the City Commissioners.

Wayne Paptke commented that it is his understanding that you cannot take General Fund money that is appropriated and roll it to the next fiscal year. City Attorney Brown replied that it is not General Fund money, it is sales tax money. Finance Director Welch will review this matter with Brown to ensure the City is in compliance.

Administrator Neubauer stated that when the Sales Tax initiative was initially passed in 1991, that's when the Mandan Growth Fund was started and it is funded through sales tax collections every year. It does not come out of the General Fund.

Commissioner Serhienko moved to approve the policy changes of the Mandan Growth Fund as requested provided the review by City Attorney Brown makes this fiscally possible. Commissioner Tibke seconded the motion. The motion received unanimous approval of the members present.

#### RESOLUTIONS AND ORDINANCES:

1. *Second and final reading of Ordinance 1059, An ordinance annexing certain adjoining lands to the City of Mandan, North Dakota, and extending the corporate boundaries thereof. (All Lots and Blocks, Lincoln Ridge Estates 5<sup>th</sup> Addition.)*

Commissioner Gangl moved to approve the second and final reading of Ordinance 1059, An ordinance annexing certain adjoining lands to the City of Mandan, North Dakota, and extending the corporate boundaries thereof. (All Lots and Blocks, Lincoln Ridge Estates 5<sup>th</sup> Addition.) Commissioner Gangl seconded the motion. The motion received unanimous approval of the members present.

#### **ORDINANCE NO. 1059**

AN ORDINANCE ANNEXING CERTAIN ADJOINING LANDS TO THE CITY OF MANDAN, NORTH DAKOTA, AND EXTENDING THE CORPORATE BOUNDARIES THEREOF.

BE IT ORDAINED By the Board of City Commissioners of the City of Mandan, North Dakota, as follows:

WHEREAS, the City of Mandan, North Dakota has determined it to be its interests to annex the hereinafter described property, which is contiguous to the City of Mandan, North Dakota, but not embraced within the limits thereof, and has met all requirements as directed by Section 40-51.2-03 of the North Dakota Century Code.

**SECTION 1. Property Annexed.** The following described land is situated in the County of Morton, State of North Dakota, and contiguous to the corporate limits of the City of Mandan, North Dakota, is hereby added to, taken into, annexed and made part of the City of Mandan, namely:

All of Lincoln Ridge Estates 5<sup>th</sup> Addition in Section 3, Township 138N, Range 81W, of the Fifth Principal Meridian, Morton County, North Dakota, more particularly described as follows:

Commencing at the northwest corner of Lot 1, Block 2, Lincoln Ridge Estates 4<sup>th</sup> Addition; thence S 00d28'31" E, a distance of 139.88 feet; thence S 57d34'51" W a distance of 106.06 feet; thence S 00d28'31" E a distance of 211.81 feet; thence S 28d19'54" W, a distance of 84.36 feet; thence S 11d24'05" E at distance of 231.20 feet; thence S 59d21'04" W at distance of 245.58 feet; thence N 49d58'41" W, at distance of 209.33 feet; thence N 42d48'03" W, at a distance of 242-64 feet; thence N 22d03'12" W, at a distance of 140.00 feet; thence N 05d30'58" W, at a distance of 138.52 feet; thence S 83d35'33" E at a distance of 152.75 feet; thence on a curve to the right with a radius of 220.00 feet and a chord bearing N 17d12'00" E a distance of 82.88 feet to the Point of Beginning. Said tract containing 7.78 Acres, more or less.

**SECTION 2. Corporate Boundary Extended.** Upon the taking effect of this Ordinance, the corporate limits and boundary lines of the City of Mandan shall thereafter include said lands.

By: /s/ Timothy A. Helbling  
Timothy A. Helbling, President,  
Board of City Commissioners

Attest:

/s/ James Neubauer  
James Neubauer, City Administrator

First Reading: July 7, 2009  
Second Reading: July 21, 2009  
Date of Recording: \_\_\_\_\_

2. *Consider introduction and first reading of Ordinance No. 1060 – An ordinance to amend Section 10-05-01 of the Mandan Municipal Code Relating to the Definition of a Driveway.* City Assessor Barta presented a request for the introduction and first reading of Ordinance No. 1060 – An ordinance to amend Section 10-05-01 of the Mandan Municipal Code Relating to the Definition of a Driveway. He said this defines a “Driveway”. City Attorney Brown stated that this will also allow the City Assessor’s office more control over driveways and driveway aprons.

Commissioner Tibke moved to approve the introduction and first reading of Ordinance No. 1060 – An ordinance to amend Section 10-05-01 of the Mandan Municipal Code Relating to the Definition of a Driveway. Commissioner Serhienko seconded the motion. The motion received unanimous approval of the members present.

**OTHER BUSINESS:**

1. *Signing of the Community Military Covenant.* Mayor Helbling read the Community Military Covenant *Standing Strong Together*. Mayor Helbling signed the Covenant.
2. *Update on property development at the former Furniture First, Hedahls & Engleter Bohlken lots.* Business Development Director Huber stated that when discussing the Renaissance Zone and TIF applications that a closing was held today on the property to CRT Investments for the redevelopment project. Construction will begin

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by September 1<sup>st</sup>. All the proper documents have been signed to have the property deeded over.

3. *Property Tax Assessments.* Jim Silrum, a Mandan resident, addressed the Board regarding Mandan property taxes, stating that he has been before this Board just recently addressing the property taxes on his home. He stated that he and his wife, Marcy, along with one of their neighbors, Rosie Sand, are of the opinion that the City of Mandan needs to do an honest reassessment of all of the residential property taxes in the city because there are some residents who are paying more than their fair share. He stated it appears that the Tax Equalization Board is becoming more of a Tax Valuation Board. He also mentioned that he will be meeting next week with the Morton County Tax Equalization Board and appearing before the State Tax Equalization Board. He stressed that this is not intended to be any kind of a threat, it is just part of the process. He pointed out that it may appear to be a “political nightmare” to reassess all the homes in Mandan, however, it may also serve as a reverse “political nightmare” by not doing a reassessment in that the homes may be harder to sell in the City of Mandan which would make people less likely to move into the city.

Mayor Helbling stated that Administrator Neubauer and Assessor Barta have begun work on the budget for the upcoming year taking into consideration costs for doing a complete reassessment so that everyone is treated fairly within the City. Silrum stated that he has submitted a Request for Abatement with the City Assessor. Commissioner Serhienko commented that the taxes affect all Mandan residents and agreed that it has been a long time since the City has reviewed the property valuation across the entire city. The question will be how to pay for it so it will need to start with the budget process.

Wayne Paptke came to the podium and stated that he believes that the tax valuation is not off only in their part of the city, but rather it is everywhere in town. He stated that he would be willing to serve on city boards or committees of which he may be able to offer input or provide helpful information from contacts with various resources in order to assist with the tax valuation process.

Commissioner Jackson stated that there have been budget meetings last week. It is anticipated that Mr. Barta will include positions in his budget for one or two part time people to go around the city and do reassessing. There were discussions about hiring a private firm, which could cost the county approximately \$1 million dollars. In doing some rough math, that would cost each household in Mandan approximately \$200. The amount of \$120,000 over the course of 3 or 4 years is more realistic and fair to the taxpayers. Mr. Barta’s office will be making the determination as to which area of the city will be reassessed first. The matter will be considered as part of the proposed 2010 budget. Mayor Helbling requested the City Assessor to look at the Silrum residential area by the end of this year and determine what the cost will be to take care of this one subdivision. Assessor Barta stated that the Silrum residential subdivision can be reassessed at this time by his office if the Commission requests it be done. Mayor Helbling directed Barta to discuss the matter with Administrator Neubauer and Commissioner Jackson who holds the portfolio.

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4. Mayor Helbling reminded everyone that the upcoming weekend, July 25<sup>th</sup> and 26<sup>th</sup>, is the rescheduled date for the Buggies-N-Blues festivities. Everyone was encouraged to attend the activities throughout the weekend.

There being no further actions to come before the Board, Commissioner Serhienko moved to adjourn the meeting at 7:17 p.m. Commissioner Jackson seconded the motion. Upon roll call vote, the motion received unanimous approval of the Board and the meeting adjourned.

/s/ James Neubauer

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James Neubauer,  
City Administrator

/s/ Timothy A. Helbling

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Timothy A. Helbling,  
President, Board of City  
Commissioners