

**MINUTES
CITY OF ST. CHARLES, IL
GOVERNMENT SERVICES COMMITTEE MEETING
MONDAY, OCTOBER 28, 2013, 7:00 P.M.**

Members Present: Chairman Martin, Aldr. Stellato, Aldr. Silkaitis, Aldr. Payleitner, Aldr. Turner, Aldr. Bancroft, Aldr. Krieger, Aldr. Bessner, Aldr. Lewis

Members Absent: Aldr. Lemke

Others Present: Raymond P. Rogina, Mayor; Mark Koenen, City Administrator; Peter Suhr, Interim Director of Public Works; James Bernahl, Public Works Engineering Manager; John Lamb, Environmental Services Manager; Tom Bruhl, Electric Services Manager; Chris Adesso, Public Services Manager; James Lamkin, Police Chief; Joseph Schelstreet, Fire Chief

1. Meeting called to order at 7:00 p.m.

2. Roll Call

K. Dobbs:

Stellato: Present

Silkatis: Present

Payleitner: Present

Lemke: Absent

Turner: Present

Bancroft: Present

Martin: Present

Krieger: Present

Bessner: Present

Lewis: Present

3.a. Electric Reliability Report – Information only.

3.b. EAB Control Efforts – Information only.

4.a Recommendation to approve Contract for Professional Engineering Services for Municipal Parking Lot Design.

James Bernahl presented. This item is a request to approve an agreement for Professional Services with Wills Burke Kelsey Associates for the concept design of the Municipal Parking Lot, also known as the Northern Campus Parking Lot.

This concept was originally presented to the City Council in 2010. In working with Wills Burke Kelsey Associates, we applied for an Illinois Green Infrastructure Grant to cover most of the expenses for this project, but unfortunately it is a very competitive grant and we have been unsuccessful in obtaining it. However, we have been successful in receiving a \$65,000 grant from the Kane County Riverboat Fund. With this in mind, the concept is to move forward with the final design and preparation of construction which is scheduled to start right after the July 4 Holiday in 2014. In order to meet the construction schedule, we need to start the design now.

Staff recommends awarding contract to Wills Burke Kelsey Associates for an amount not to exceed \$56,500.

Aldr. Krieger: How long will we be unable to use the parking lot?

Mr. Bernahl: We are anticipating approximately two months.

Aldr. Krieger: Will it be open for Scarecrow Festival?

Mr. Bernahl: Yes, that is the goal. That is why we want to start right after the 4th of July, so it will be open before that.

No further discussion.

Motioned by Aldr. Stellato, seconded by Aldr. Turner. Approved unanimously by voice vote. **Motion carried**

4.b. Recommendation to accept Revisions to the Kane County Stormwater Ordinance regarding Stormwater Management.

Peter Suhr presented. Tonight we are presenting a recommendation to accept a revision to the Kane County Stormwater Ordinance regarding Stormwater Management. The proposed amendments were approved by Kane County in 2009 after staff review and recommendation. The City of St. Charles has historically adopted the language into our own code, so in a housekeeping effort, that is what we are here to do tonight. These changes will keep us eligible in the National Flood Insurance Program and consistent in how we address the use of best management practices.

No further discussion.

Motioned by Aldr. Turner, seconded by Aldr. Stellato. Approved unanimously by voice vote. **Motion carried**

4.c. Recommendation to waive the Formal Bid Process and award Purchase Order for Electric Capacitor Banks.

Tom Bruhl presented. This is a recommendation to approve the purchase of capacitor banks. We put approximately ten banks on the system last year with a very positive affect in terms of increasing our capacity and reducing our bill from our supplier, IMEA. We used our SCADA data and our system modeling to identify eight additional locations. This is a highly engineered, custom product that did not suit the bidding process so we developed a customized specification and received four different quotes.

Staff recommends waiving the formal bid process and purchasing eight capacitor banks from ABB through Wesco.

No further discussion.

Aldr. Martin: Kristi, please call a roll.

K. Dobbs:

Payleitner: Yes

Turner: Yes

Bancroft: Yes

Krieger: Yes

Bessner: Yes

Lewis: Yes

Stellato: Yes

Silkaitis: Yes

Motioned by Aldr. Stellato, seconded by Aldr. Turner. Approved unanimously by roll call vote. **Motion carried**

4.d. Recommendation to approve the Installation of an Electric Vehicle Charging Station.

Tom Bruhl presented. This is an interesting opportunity that I found through researching grant opportunities. Electric Vehicle Charging Stations have become very popular, and the electric vehicle population is on the rise. There is an opportunity for the City to install one, receive a 50% matching grant and have it become an economic beacon at First Street, which is where we are proposing to put it.

Kane County and Naperville have both deployed charging stations to very positive benefits. I have spent a fair amount of time researching all of the different charging stations and different set-ups. In talking with electric vehicle owners about the community they have, they are very technical savvy; they tend to know where all the stations are, and they flock to them on a regular basis. The selected vehicle charging station is called a network station that has communication to the home office. Through that, they can provide customer service and they would know if the station is not working before we do. They would also provide us with graphs showing the usage so we can determine if it's successful from an economic development standpoint.

I obtained a quote from Carbon Day, which is the same supplier that Kane County and Naperville are using. The station is dual charging, so two cars can use it at the same time. We are proposing it to be free to the user, which is the model that Kane County and Naperville are using. The total cost in terms of energy is going to be minimal. We will throttle the usage to a two hour time frame to avoid people parking a car there overnight at our expense. At two hours, it's generally about 3kW per hour, so that is six kilowatt hours at about \$.08 per hour, so we are talking about \$.48 per charge if someone parked there for the whole two hours.

The unit itself is approximately \$7,500 and we are anticipating approximately \$5,000 for installation. With a 50% grant, we will spend approximately \$6,500. As for the proposed location, we have a conduit accessible on the fourth floor of the parking garage on one of the interior walls. We did not budget this item because I found this through a grant and the grant is accessible to us, but requires procurement and installation completed by December 19.

While the threshold is below the amount I am required to bring to Committee, I still wanted to bring this to you to discuss if we wanted to do this, and where we wanted to put it. With that, I will open for questions.

Chairman Martin: I received an e-mail from a resident in my ward that owns an electric car and he questioned why we didn't have something like this. I think this would benefit our citizens to have it.

Aldr. Krieger: I am 100% in favor of this and I think it's a great idea. Can we have it at ground level? Would that be possible? It would be only two spaces. Getting to the fourth floor of the parking deck can be challenging at night.

Mr. Bruhl: It is certainly technically possible, in fact it is more easily technically possible; the issue is that you will reserve those two spots for electric vehicles only, which will take those two spots away from regular parking. Those spaces may be vacant 80% of the time because they will be reserved for the few electric vehicles that may come.

Chairman Martin: Can we put it at the east side parking deck?

Mr. Bruhl: Unfortunately it is not technically feasible with respect to power and access, but we did investigate that.

Aldr. Krieger: My preference would be at ground level. Can they be on the street?

Mr. Bruhl: Yes, the one in Kane County at Third Street and James is outside. They are weatherproof and there are no issues with having it outside.

Aldr. Payleitner: I am all for this. As for this service being free, I have no problem with having the two for free and watching how much usage we get. I'm not sure I agree with Jo in that I don't want two spots tied up on the first floor. Also, what kind of signage will you have? Will you say two hour limit parking?

Mr. Bruhl: We can sign it however we like. I think we would sign it as "two hour electric vehicle parking".

Aldr. Lewis: Are you thinking you want it in a location that someone will have someplace to go for two hours while their car is being charged, so you want it in a central location?

Mr. Bruhl: As an economic draw, the people who own electric vehicles know where chargers are, and it gives them a reason to come to Downtown St. Charles and maybe try a restaurant or other shopping. That is why we picked First Street. Kane County has theirs behind the old Court House in Geneva and they have 20-33% of the usage of Naperville, which has theirs Downtown in their shopping district.

Aldr. Bessner: In regards to signage, would these be treated similar to a handicap spot where if someone does not have an electric vehicle they should not park there, or will signage be clear?

Mr. Bruhl: That is the next step with the Police Department. If I'm given permission to proceed, I will work with the Police Department on an Ordinance.

Aldr. Lewis: Do you need permission tonight for both approval to move forward and where to put it?

Mr. Bruhl: Yes. I'm under a time constraint as I have to have this procured and installed by December 19 in order to receive the grant.

Aldr. Silkaitis: You say this has a two hour time limit, is that correct? Because it takes three to four hours to charge a car, depending on how far it is run down, so I could see people leaving their car there.

Mr. Bruhl: After two hours, it will turn off.

Aldr. Silkaitis: How do you get them to leave after two hours? That is going to be an enforcement problem. I would like the signage to state that it is a two hour only parking space.

Mr. Bruhl: Once I know your wishes, I can work with the Police Department to make it so. For clarification, are we okay with the fourth floor of the parking deck?

Chairman Martin: Yes.

No further discussion.

Aldr. Martin: Kristi, please call a roll.

K. Dobbs:

Payleitner: Yes

Turner: Yes

Bancroft: Yes

Krieger: Yes

Bessner: Yes

Lewis: Yes

Stellato: Yes

Silkaitis: Yes

Motioned by Aldr. Stellato, seconded by Aldr. Bessner. Approved unanimously by roll call vote. **Motion carried**

4.e. Presentation of the 2013-2014 Snow/Ice Control Program.

Chris Adesso presented. Power Point presentation by Chris Adesso.

Part of our snow program is the use of contractors. We have issued a snow/ice RFP that includes detailed specifications, and we also solicited quality contractors for a response. We received an excellent response and we will be using several contractors as in years past. With the addition of two highly qualified companies, we have minor modifications to some of our contractor's routes and scope, based on their past performance.

Each of the recommended contractors have over five years' experience and provided competitive pricing and have met all of the specifications and qualifications provided in our RFP.

For many years, the City of St. Charles has granted a license to School District 303 for the use of our salt dome located on Rt. 38, commonly known as the West Side Salt Dome. The School District purchases approximately 400 tons of salt from us each year at the same rate per ton that the City purchases it at. At the end of this season, our

agreement expired. At the end of my presentation, I will recommend that the City re-engages with the School District again this year.

In addition, I will also be recommending continuing our agreement to share winter maintenance responsibilities with St. Charles Township. For many years the City and the Township have mutually agreed to provide snow and ice services for streets under the jurisdiction of the other political body. This cooperation was based on where the delivery of service made practical sense. Both of these agreements have been extended to a five year term for the mutual benefit of both parties.

Aldr. Stellato: I make a motion to approve the presentation of the 2013-2014 snow and ice control program, the Letter of Agreement with St. Charles Township, the Intergovernmental Agreement with School District 303 and all the contractual services agreements for the 2013-2014 snow and ice program.

No further discussion.

Chairman Martin: Please call a roll.

K. Dobbs:

Payleitner: Yes

Turner: Yes

Bancroft: Yes

Krieger: Yes

Bessner: Yes

Lewis: Yes

Stellato: Yes

Silkaitis: Yes

Motioned by Aldr. Stellato, seconded by Aldr. Silkaitis. Approved unanimously by roll call vote. **Motion carried.**

4.f. Discussion regarding Parking Lot "F" Lease Agreement (Southwest corner of IL Rt. 64 and IL Rt. 31).

Peter Suhr presented. Last month, Staff brought forth a Lease Agreement for the portion of the parking lot located at the Southwest corner of IL Rt. 64 and IL Rt. 31. If you recall, it is being sold from the current owners, the Peterson's, and is being proposed to be purchased by Mr. Tim Allen. The City is currently leasing 11 stalls identified in yellow from the Peterson's at a rate of \$750 per month. The deal on the table with Mr. Allen includes an increase to \$1,000 per month.

Based on comments and questions you had last month, Staff has provided a parking analysis that was completed in 2004, the results of which suggests that at the time, parking at peak hours was 60% full in this area. We also provided a right of first refusal

clause in the lease agreement based on our conversation last month as well. Mr. Allen has agreed that if he does purchase this property, the City would have the right of first refusal if he ever sold the property.

Tonight, staff is seeking direction from this Committee and is suggesting the following: a) accept the current offer that is on the table from Tim Allen as outlined in the Lease Agreement b) propose a counter offer c) do not accept the proposal d) decide whether or not to continue the existing lease agreement that we have in place with the Peterson's for \$750 per month. Of course, if we do not accept that, we forfeit the authorization to use these 11 stalls in the Downtown area. With that, I will open it up for questions. Mr. Tim Allen is in attendance, as I know you have several questions for him.

Aldr. Stellato: I have a fifth option; if we move forward with the Lease Agreement and we decide to enter into this Lease Agreement and we decide somewhere down the road to buy this property, if I knew that we were able to get reimbursed through pro-rata share for the value of that lease, I would be okay with moving forward. So if we can put that in the Lease Agreement that we pay a certain amount and if we decide to purchase it, we at least get credit for the amount of money for that lease.

Aldr. Turner: When you said it is 60% occupied from the study, is that just area 9 in yellow or the entire City parking lot total?

Mr. Suhr: That is the entire Downtown parking in total. We didn't have a specific study for this lot in particular.

Aldr. Payleitner: We have 22 public lots in town. We do not own five of them, and this is the only one we have to pay rent on; the rest of them are okay with us maintaining them and sharing use?

Mr. Suhr: That is correct.

Aldr. Stellato: I just want to make sure that if time is of the essence here and we have to do this lease so that we continue to get use of the parking, we pay the monthly amount and get credit for the amount of money that we have given for the purchase at some future date, like a contract sale or lease to own. This way we know we are leasing it for now, there is no loss of consistency here, but at the end of the day, we get credit for the amount we pay.

Mr. Tim Allen: My name is Tim Allen, and my address is 27W174 Birch Road, Winfield.

Aldr. Stellato: Are you okay with the offer I just made?

Mr. Allen: In theory everything is on the table, it's just about the details. I'm just hearing this now, so it's tough to have a read on that one way or the other without seeing details.

Aldr. Stellato: My thought would be that we come back with a proposal to counter Mr. Allen and put a clause in it that gives you time to react.

Mr. Allen: I would be more than happy to talk about it and negotiate that with Peter Suhr.

Aldr. Payleitner: Can you tell me what justified the increase from \$750 to \$1,000?

Mr. Allen: It wasn't my idea; to give you a little background about me, I own a small software company and a couple commercial properties. When I look for commercial properties to purchase, I look at the quality of the renter, the amount of rent being paid and the price of the property. When you put those three things together, if you have a quality renter and a rent that justifies taxes, insurance and the mortgage and it makes a couple dollars at the end of the day, it's a safe investment. I don't know if I was told the rent was currently \$1,000 or if it was going to be \$1,000, but I ran my calculations, it worked out and that's where I came into this. The only thing I negotiated with the City of St. Charles is the term of the lease.

Aldr. Payleitner: But you understand we maintain the lot.

Mr. Allen: It is my understanding that you plow it and patch it. It says in the contract that you wouldn't redo the pavement, but you would restripe it. So you maintain it, but you wouldn't replace it.

Aldr. Lewis: I was caught by surprise when this was put in front of us last month. I didn't know that we were renting 11 parking spaces for this many years at \$750 and now an increase to \$1,000, when, as Aldr. Payleitner says, we have these other parking lots that we maintain in exchange for use. I personally don't know how I'm going to be able to support \$1,000 per month for 11 spaces.

Mr. Koenen: Last month, there were questions about Mr. Allen's business plan and whether he was planning on buying other properties in this block. At this point in time, I think a broader perspective might be helpful.

Mr. Allen: This is the only contract I have at the moment. Strategically speaking, I think St. Charles is an outstanding community and you clearly have done tremendous things with your Downtown area. Certainly I recognize that something is going to happen on that block someday and I want to be part of it. Other than that, there is no business plan. I have no intention of building anything there, I just want to be a landlord and I want to find tenants who are happy to be tenants. If the City at some future point wants to build something there or have a parking lot, I would be more than happy to be a part of that. In reality, I'm just a guy who doesn't trust the stock market very much and needs to find a place to invest money so I can retire someday.

Aldr. Stellato: Can I suggest we table this item and give Peter and Mr. Allen an opportunity to talk?

Mr. Allen: Can you give me an idea of what you had in mind? Maybe right now isn't the right time to ask you, but regarding a credit back, you have rented this for 24 years. It could be another 24 years and I don't know what to make of this. Can you give me some idea of what you are looking for?

Aldr. Stellato: I don't either. I brought this up because this was an option I didn't see on the staff report and I'm trying to find another option to see if we can make this work. I haven't put a lot of thought into it either, but I wouldn't mind having a conversation offline with Peter and put something together.

Aldr. Bancroft: Right now, the agreement we have is verbal, and it's month to month. What's being proposed is a five year lease commitment, so that's different from what exists for the City now.

Mr. Allen: The reason for the five year commitment is in order to get a mortgage on a property you need to have a relationship that is bankable. I can't bring a month to month relationship to a bank. You have already had this for 24 years, so it was my theory that you would know if you wanted it for the next five years.

Aldr. Lewis: We still don't have an answer to the fact that we have been renting it for this amount of years and we never knew it was for sale?

Chairman Martin: Can I have a motion to table this item?

Aldr. Stellato: I motion to table this item.

No further discussion.

Aldr. Martin: Please call a roll.

K. Dobbs:

Payleitner: Yes

Turner: Yes

Bancroft: Yes

Krieger: Yes

Bessner: Yes

Lewis: Yes

Stellato: Yes

Silkaitis: Yes

Motioned by Aldr. Stellato, seconded by Aldr. Krieger. Approved unanimously by roll call vote. **Motion carried.**

4.g. Recommendation to approve a Lease Extension with Fox Valley Aero Club.

John Lamb presented. This item is to approve a Lease Extension with the Fox Valley Aero Club; we are the lessor in this case. We currently lease eight acres to them at the West Side Treatment Plant on Rt. 38. This lease has been in place for 14 years, and this is a ten year extension on that lease. The rent for the first year of the lease extension is \$3,060 and the City retains the right to increase the rent on an annual basis.

Staff recommends approval of this Lease Extension with the Fox Valley Aero Club.

Aldr. Lewis: I've talked with a member of this club and he understood why the rent had to go up and he felt they were very fortunate to have had it for the length of time they did. He said all their members voted in favor of the increase and they are very happy they have this facility for their club.

No further discussion.

Motioned by Aldr. Stellato, seconded by Aldr. Turner. Approved unanimously by voice vote. **Motion carried.**

4.h. Recommendation to waive the Formal Bid Process and approve Emergency Repairs to Main Plant Anaerobic Digester.

John Lamb presented. This is a recommendation to waive the formal bid process and approve emergency repairs to a digester tank at our Main Treatment Plant. One week ago a leak was discovered in one of our tanks at the Wastewater Plant. These tanks are critical to the operation of the facility. We are waiving bids because it's an emergency situation. We did receive two proposals for the project; one was \$20,000 higher than the company that I'm proposing the contract be awarded to.

Funds are available for this repair. This was a budgeted item a couple years out in our four year Capital Plan, and we will be deducting the cost of any repairs associated with this from that item.

Staffs recommends waiving the formal bid process and approve emergency repairs in the amount of \$150,000 and award contract to National Industrial Maintenance in the amount of \$120,000.

No further discussion.

Chairman Martin: Kristi, please call a roll.

K. Dobbs:

Payleitner: Yes

Turner: Yes

Bancroft: Yes

Krieger: Yes

Bessner: Yes

Lewis: Yes

Stellato: Yes

Silkaitis: Yes

Motioned by Aldr. Krieger, seconded by Aldr. Bessner. Approved unanimously by roll call vote. **Motion carried.**

5.a. Recommendation to approve a Revision to City Code 10.40.010 for Parking Lot “O”.

Chief Lamkin presented. This is regarding the time limits for the former VFW parking lot. We are recommending that for the present time we leave it signed as a 24 hour lot. We need to observe the lot to see if we need to change limitations in terms of time, but until we do that, we feel it is best to leave it as it is.

No further discussion.

Motioned by Aldr. Stellato, seconded by Aldr. Turner. Approved unanimously by voice vote. **Motion carried.**

5.b. Recommendation to approve a Revision to City Code 10.40.010 for Parking Lots “E” and “K”.

Chief Lamkin presented. This relates to parking lots E and K because when they were repaved and restriped, it changed the identified number of spaces available. The exhibits in your packets have been updated to coincide with the way the lots have been redone.

No further discussion.

Motioned by Aldr. Stellato, seconded by Aldr. Silkaitis. Approved unanimously by voice vote. **Motion carried.**

5.c. Recommendation to approve Revision to City Code 10.40.040 No Parking Places Designated – Prohibited Parking, Exhibit 26.

Chief Lamkin presented. This is a request from Coca Cola; because of the radius that they need to turn their trucks in and out of Industrial Drive, they have experienced problems with cars parked close to their gates. We looked at the best way to create a

solution for them, and we are recommending revising the Ordinance to extend the distance from 570 to 625.

Aldr. Krieger: How long can they legally block the street with the semi-trucks at night? Last Wednesday night I sat there for 12 minutes waiting to get around.

Chief Lamkin: There isn't a specific amount of time, but if it's a problem, that is something we can address with them.

No further discussion.

Motioned by Aldr. Silkaitis, seconded by Aldr. Stellato. Approved unanimously by voice vote. **Motion carried.**

5.d. Recommendation to approve Revision to City Code to Require Resident Only Parking on School Days in the Area Surrounding Gray Street.

Chief Lamkin presented. This item has come up more than once because of the proximity of the neighborhood to the school. This is to better address the situation for the residents who live there. The restriction the way we have it currently is not working well for residents. We suggested that we remove the existing language out of the code and add language allowing resident parking only on school days.

Aldr. Payleitner: Is it 9:00 a.m. to 1:00 p.m. only? I know football games are an issue.

Chief Lamkin: This is related only to during the day for residents. They put temporary signs up for football games.

Aldr. Lewis: I would think this large of an area would be hard to enforce when you have visitors come to your home. So every time they have visitors, they have to call the police to tell them?

Chief Lamkin: No, I wouldn't expect that. There will be some situations where that will be necessary, but the officer who patrols the area will watch this and become accustomed to who is parking there.

Aldr. Lewis: So only residents can park there unless they call you to tell you they are going to have someone come over?

Chief Lamkin: This is similar to what we have done in other parts of the City; we do it on the east side. To my knowledge, it has been very helpful there.

Mayor Rogina: I lived on Dunham Place for over 20 years and it worked beautifully there. The Police were cooperative and there was a "Resident Only" sign there. We were right next to the school, and kids for the most part understood that.

Aldr. Lewis: I understand, but I have trouble with residents of St. Charles not being able to park there either, but I don't know how we get around it.

Chief Lamkin: We don't issue permits for street parking and I have had the request several times. When we looked at this, the program on the east side of town seemed to work for us and we thought it best to give it a try. We have to take an incremental step to improve it for the residents who live there.

Aldr. Bessner: In the past, were there some instances where somebody who was legally parked in front of their house would actually get a ticket?

Chief Lamkin: I have never had anyone call me in that situation. I have received calls when residents have people visiting their home. We will make the exception if we know what those cars are. We are trying to find a common ground to improve the situation. If this doesn't work, we will have to revisit it again.

Aldr. Bessner: Will this change make it more clear that if someone does park in front of their house, they won't get a ticket? In the past, I have received a couple calls, so I'm glad this is going to change, but there were concerns from residents with parking in front of their own homes.

Chief Lamkin: We can get people accustomed to a new way, and the officer who patrols the area will get used to it also.

No further discussion.

Motioned by Aldr. Bessner, seconded by Aldr. Krieger. Approved unanimously by voice vote. **Motion carried.**

5.e. Recommendation to approve Revision to City Code 10.40.040 No Parking Places Designated – Prohibited Parking Exhibit 34 to Only Allow Parking Along the West Side of Limestone Within the Designated Parking Stalls.

Chief Lamkin presented. The Brownstone Homeowners Association brought this to us because the streets are fairly narrow there. In working with the Homeowners Association, there are three places on the west side of the street that would be applicable. We are recommending limiting the public spaces on the west side of the street to avoid the area becoming unsafe.

No further discussion.

Motioned by Aldr. Krieger, seconded by Aldr. Bessner. Approved unanimously by voice vote. **Motion carried.**

5.f. Recommendation to Approve Temporary, Partial Closure of Municipal Parking Lot “T” for Polling Location.

Chief Lamkin presented. We received a letter from Kane County stating that they lost a couple of their polling locations, one of them being the VFW. They were trying to combine polling locations, and in their forward thinking, realized that could create a parking problem. We are recommending a designated area to the south and to the west of Parking Lot T to be reserved for the two dates requested in 2014.

No further discussion.

Motioned by Aldr. Stellato, seconded by Aldr. Silkaitis. Approved unanimously by voice vote. **Motion carried.**

6. Additional Business.

None.

7. Adjournment from Government Services Committee Meeting.

Motion by Aldr. Bessner, seconded by Aldr. Turner. No additional discussion. Approved unanimously by voice vote. **Motion carried.**