



**Minutes of the
Millcreek City Council
November 23, 2020
5:00 p.m. and 7:00 p.m.
Work Meeting and Regular Meeting**

The City Council of Millcreek, Utah, met in a regular public meeting on November 23, 2020 at City Hall, located at 3330 S. 1300 E., Millcreek, UT 84106. The meeting was conducted electronically per Millcreek State of Local Emergency Directive No. 2 of 2020 and live streamed via the City's website with an option for online public comment.

PRESENT:

Council Members

Jeff Silvestrini, Mayor
Silvia Catten, District 1 (Virtual)
Dwight Marchant, District 2 (Virtual)
Cheri Jackson, District 3 (Virtual)
Bev Uipi, District 4 (Virtual)

City Staff

John Brems, City Attorney (Virtual)
Rita Lund, Communications Director (Virtual)
Francis Lilly, Planning Director (Virtual)
Mike Winder, Economic Development (Virtual)
Kurt Hansen, Legislative Policy Director
Alexander Wendt, Deputy Recorder
Blaine Gehring, Legislative Analyst
Laurie Johnson, HR-Finance Director

Minutes by Alexander Wendt.

Attendees: Kate Scorza, Aimee McConkie, Selena Kontuly, Jeff Miles, Chief Steve DeBry, and Chief Duane Woolsey.

Work MEETING – 5:00 p.m.

TIME COMMENCED: 5:05 p.m.

Work Meeting

1. Millcreek Arts Master Plan Presentation: Kate Scorza Ingram, Create Today

Rita Lund, Communications Director, said in 2019 Millcreek applied for a grant for a Millcreek Arts Master Plan. Millcreek won the grant. Lund introduced Kate Scorza from Create Today.

Ms. Scorza said the Create Today plan includes, an agreed upon vision for success for arts and culture in Millcreek, an inventory of existing facilities and recommendations regarding any gaps in current or future facility needs, market research, case studies, a review of the existing and desire for public art programs, and an evaluation and monitoring plan to gauge success. This can help strengthen culture in the City. Three priorities were important. To identify current and future cultural facility needs, to make art more accessible to everyone and to create the conditions by which people can be proud of the community in which they live. There are four recommendation themes; to increase access and equity for artists and arts organization,

evaluate and measure future investments in performance facilities, foster spaces dedicated to creating and developing work, and increasing utilization by considering a three-season amphitheater.

Ms. Scorza said that public art is a great way to differentiate the city from other municipalities. The city can also collaborate with the local arts agencies to develop a public art program to support individual artists. Ms. Scorza said Millcreek will want to clearly identify its goals and objectives for any future capital investments in arts and culture venues or facilities. Rehearsal facilities provide a cost-effective model, both in capital costs and operating costs for the city to consider for future capital investments. Collaboration with other local art agencies to develop a matrix of facilities. Amphitheaters are well represented in Salt Lake County, however most of these venues are only viable in the summer months and some colder weeks. Ms. Scorza recommended that Millcreek seek county funding via the Cultural Facilities Support Program.

Ms. Scorza thanked Millcreek staff for their help. Mayor Silvestrini asked for the data that went into the report and the survey method. Ms. Scorza described the method and who they spoke with. They distributed a survey to Salt Lake County based artists and asked about how people feel about arts and culture in Salt Lake County. Jill Garland from Create Today, conducted interviews with 19 communities. Council Member Marchant said that schools will probably be important in the arts interface. Council Member Marchant asked how schools are important to the arts. Ms. Scorza said that schools are at capacity for school activities, most organizations said that most schools do not have space for outside organizations. Mayor Silvestrini said schools are reluctant to share since their spaces are fully programed. Council Member Marchant asked for an additional description of a 3-season amphitheater. Ms. Scorza described how an amphitheater can have an airport hangar style door to block off the fourth wall and then use the space in spring and fall. Ms. Scorza described it as a black box type theater.

2. Venture Out! Update: Aimee McConkie, Venture Out! Director

Ms. Lund introduced Aimee McConkie, Venture Out Director. Ms. Lund said that Jordan Hatch, Information Center Manager, was instrumental in Venture Out this summer. Ms. McConkie introduced Selena Kontuly, Marketing and Media Director for Venture Out, who presented a video on the summer Venture Out activities. Ms. McConkie said she would like to speak to the City Council on more updates in the future. Ms. McConkie said they created new content that was COVID-19 safe. The food truck events were very successful, they estimated that 4,800 people attended. There were three classic car shows. There were four drive in movie date nights. Millfreaks 2020 was successful as well, 398 activity packs were claimed. The email list increased to 4,688, their website had 13,000 visitors, and Instagram followers went up by 22%.

Mayor Silvestrini said he received comments from people about the relationship between Venture Out and Millcreek. Ms. McConkie said that Venture Out existed prior to Millcreek's incorporation but these events for Venture Out are Millcreek-oriented. She said that she thinks it is great when people from outside of Millcreek come to the Venture Out activities.

3. Proposed Historic Preservation Ordinance; Blaine Gehring, Department of Legislative Policy

Blaine Gehring, Legislative Policy Analyst, said as with a lot of what Millcreek inherited from Salt Lake County, this chapter in the zoning ordinance falls short of what is needed to preserve the historic features of Millcreek. Currently the chapter's purpose is to "preserve sites with special historical, architectural, or aesthetic value which are unique and irreplaceable assets."

It only identifies four structures of historic value and discusses a required conditional use permit process. What it fails to do is identify other historic structures and districts and outline a process for identifying and how to preserve them. Most historic preservation ordinances create a Historic Preservation Commission. The current ordinance has no provision for that.

Researching other cities' historic preservation ordinances revealed common elements for an ordinance: creation of a historic preservation commission, creation of a list of historic sites and neighborhoods, designation of those historic sites and districts, standards for rehabilitation and design guidelines for preserving historic structures and sites. The proposed Historic Preservation Ordinance establishes a Historic Preservation Commission and defines its membership, powers, and duties. The commission would have 7 members, 1 from each council district and 3 at large as chosen by the Mayor with advice and consent of the City Council. Each member shall be a bona fide resident of Millcreek and have professional background and knowledge related to historic preservation (history, architectural history, archaeology, historic architecture, planning).

The ordinance describes the duties and powers of the commission to include issuing certificates of appropriateness, establish a repository for important documents, artifacts, and items of historical significance. The Commission will provide a written history of Millcreek, historical events to promote education, designate entries to the Utah State Register of Historic and Cultural sites and to the National Register of Historic Places; establishes a Historic Sites and Districts list and the criteria for including a structure or district on the list and a designation procedure; and designate specific historic sites and districts.

In addition to the four homes in the current ordinance, the Evergreen Avenue Historic District was listed on the National Register of Historic places in 2007 but not recognized in the current ordinance along with two homes on the Utah Register: Susanna Bradford mansion (Oakwood), and the Nathaniel Baldwin home. Four homes listed in current ordinance include, Gardner Home, Edward Pugh Home, Butler Home, and the Mill Creek Farmhouse. There are other historic sites and homes in Millcreek not on any register. These include 900 E. & Scott Avenue, 2960 S. Cascade Way, 1555 E. Millcreek Way, 3426 S. Oakwood Street, Old Farm, 3182 E. Millcreek Canyon Road, East Millcreek School (Reid School), Libby Edwards School (Utah School for Deaf and the Blind), Iceberg Drive In, 1810 E. Orchard Drive, 3325 S. Oakwood Street, Baldwin Radio Factory, Wasatch Lawn Entry, and 1524 E. Millcreek Way.

The ordinance would establish a historic landmark register. This provides further recognition of significant historic resources and provides protection for historic resources. The register shall be prepared and maintained by the Historic Preservation Commission. It shall describe the contents, criteria for designation on the register and designation procedure and results of the designation such as eligible grants and tax credits for rehabilitating an owner's properties. Also, retain the existing conditional use process for any modifications to a historic site or structure.

The ordinance would establish standards for rehabilitation and design guidelines to be used by the Historic Preservation Commission in advising the Planning Commission and City Council

of the appropriate treatment of historic properties. It would establish general design guidelines such as avoiding demolition of historic buildings, treatment of vacant historic buildings, rehab work to preserve existing historic features, and avoiding moving buildings whenever possible to avoid creating artificial groupings of historic buildings. Establishes criteria for additions and new construction within a historic district. Retains the list of uses for historical sites and buildings. Establishes an appeal process for any person adversely affected by decision of the Historic Preservation Commission of Zoning Administrator. The ordinance was patterned after other ordinances recognized as good examples by David Amott with Preservation Utah (formerly Utah Heritage Foundation). Mr. Amott reviewed the proposed ordinance and made recommendations on the ordinance in addition to providing photos of historic sites and buildings in Millcreek.

Council Member Uipi asked if the guidelines are like other cities. Mr. Gehring said this is very similar to Riverton's ordinances. Francis Lilly thanked Mr. Gehring for taking this project on. Mr. Lilly said this needs to be reviewed by the community councils and Planning Commission. Mike Winder said that once communities adopt a proposal like this, they should list a Millcreek History page on the City website. Mayor Silvestrini asked about preserving aspects of buildings, like signs, instead of the whole structure. Mr. Gehring said that he would be happy to meet with the preservation group to help them. Mr. Lilly said that he has strong feelings on historic preservation. Council Member Uipi said she would like more time to review. Mayor Silvestrini said the Council should talk about this ordinance at the December 14th meeting.

4. Staff Reports

Kurt Hansen gave a presentation on MyCivic, the Millcreek app. Mr. Hansen said that the City is in the process of changing building department software to software from Tyler Technologies. The MyCivic app works in conjunction with the Millcreek website and features. Mr. Hansen believes this will be a great tool for Millcreek residents. Council Member Uipi asked how long the contract is and when Millcreek can start using the app. Mr. Hansen said that people can start using the app once it is setup. Ms. Lund said that most of the information pulls directly from the website. Council Member Uipi asked how long the contract with Tyler Technologies is. Mr. Hansen said the City is under a three-year contract from the time Millcreek starts to build their system. Council Member Uipi asked if the app is two-way communication with residents. Ms. Lund said it is one-way communication. Council Member Uipi asked if there is a way to follow up on the resident complaints. Ms. Lund said yes, the complaint is sent to the department for their response. Council Member Catten asked if the app comes with EnerGov software. Mr. Hansen said this is part of the package and the app is very customizable. Mayor Silvestrini said that he would like to see everything that is possible from EnerGov.

5. Discussion of Agenda Items, Correspondence, and/or Future Agenda items.

Mayor Silvestrini said that Salt Lake County would like to place a temporary homeless shelter at 950 E. 3300 S. Per City ordinance, this is a permitted use. Millcreek has been assured that City conditions will be met by the shelter. Sixty vetted individuals will be placed at the shelter. They will have an off-street smoking area. There is the potential to surge the number of individuals to 80 if the weather gets very cold. There will be 1 staff member per 15 residents, and the shelter will be used until April. Francis Lilly said that the operators of the facility has agreed to hotline to report a concern. Mr. Lilly said that the Planning Department will send out

a notice to businesses and residents within 300 feet. Mayor Silvestrini asked the Council how much more publicity the City should engage in. Council Member Marchant said that the 300 feet of notification seemed adequate. Council Member Marchant also noted that individuals sheltered must check in and check out. Mr. Lilly stated that this facility is not a walk-in facility. Mayor Silvestrini said that this is the right thing to do for several reasons, because it helps get individuals out of bad weather. Council Member Marchant said that he thinks it is a good idea to tell the story of the shelter in the newsletter. Mayor Silvestrini said that the Unified Police Department (UPD) will be watching this like a hawk. Council Member Uipi said that this is a great way to show compassion in a hard year.

Mayor Silvestrini said that Unified Fire Authority (UFA) will be rebuilding their station on Jupiter Dr. They will need to relocate to a new station while the renovations are ongoing. Current plans are to move the medic truck to Station 106. UFA is proposing to purchase a property at 3856 S. 2700 E., adding a new garage to house an ambulance. Mayor Silvestrini said that the property is large enough to build a new garage. The neighborhood will benefit from having an ambulance closer. Station 112 typically does not use lights and sirens until they get to Wasatch Blvd. It is likely that the neighborhood would not hear sirens until the ambulance gets to 3900 S. Mayor Silvestrini said it is possible that UFA might be able to buy the home, remodel the garage, and then sell it for more money when UFA is done with the property.

Mayor Silvestrini said that there is going to be more public engagement regarding a new City Hall. At this point the responses have been very positive said Mayor Silvestrini. Ms. Lund said that the reports have been very positive. Mayor Silvestrini said that in the regular meeting the Council will talk about City Hall programming with MHTN. Sgt. Ransdell is working with City Staff to potentially locate UPD within a new City Hall. Ms. Lund said that West Jordan is organizing a holiday lights tour. Many other local cities are joining in.

Mayor Silvestrini asked Laurie Johnson, Finance Director, to give a small report on finances. Ms. Johnson said that sales tax numbers are holding well. Millcreek received its second installment of Class C Road funds. They are 88% of last year's amount. John Miller, Public Works Director, told the Council this would happen. Ms. Johnson said the fund balance remains at 24.5% because Millcreek has budgeted conservatively. Millcreek has been able to add \$1.9 million to the Capital Improvement Fund (CIP) and can be used for many projects. Ms. Johnson said that the City is in good shape because of the amount of funds in CIP, and the fund balance is in good shape. In December, the City will not need to borrow money for UPD funds. This will save the City \$100,000 in loan expenses. Ms. Johnson said in December she will bring a budget amendment to the City Council. Council Member Marchant said that the City received a record amount of sales tax money for the month. Mayor Silvestrini said that sales tax is strong because of how the Millcreek economy is built.

Mayor Silvestrini noted that all members of the Council attended the meeting, either virtually or in person.

ADJOURNED: Council Member Uipi moved to adjourn the work meeting at 6:53 p.m. Council Member Marchant seconded. Mayor Silvestrini called for the vote. All Council Members voted yes. The motion passed unanimously.

Regular MEETING – 7:00 p.m.

TIME COMMENCED: 7:02 p.m.

1. Welcome, Introduction and Preliminary Matters

1.1 Pledge of Allegiance

Mayor Silvestrini called the meeting to order then led the Pledge of Allegiance. Mayor Silvestrini noted that all members of the City Council were present either in person or virtually.

1.2 Officer of the Month

Chief DeBry presented Officer of the Month for October 2020. Chief DeBry introduced Officer Zabriskie who responded to a call of a former police officer undergoing feelings of self-harm. The subject came out of their home and voluntarily sought treatment. Officer Zabriskie responded compassionately, preventing a potential catastrophe. The Citizen's Advisory Board expressed their thanks. Mayor Silvestrini expressed his support and thanks.

1.3 Public Comment

There was no public comment.

2. Financial Matters

2.1 Presentation of FY 2019-2020 Draft Financial Audit; Jeff Miles, Hansen, Bradshaw, Malmrose & Erickson (HBME)

Finance Director Laurie Johnson welcomed Jeff Miles from HBME, who presented the financial audit. Mr. Miles gave a brief overview of the City financial statements. City total assets increased by \$24 million, much of this is reinvesting into the community. Debt increased by \$20 million. Mr. Miles explained that page 6 of the report shows the causes of change. Total revenue increased by \$1.7 million. Expenses were up by \$4 million. Mr. Miles said that change is because the City is now fully staffed and offering more services. Charges for services were up by \$400,000. Sales tax revenue increased by about \$700,000. City Capital assets increased by \$7 million. Mr. Miles explained despite all the challenges from 2020 the City is in a good economic situation. On page 42, Mr. Miles said that the City did not identify any deficiencies in the City's fraud controls. City fraud risk assessment was found to be low. Page 44 reports on budgetary compliance, fund balance, the public meetings act and fraud assessment. They did not find any non-compliance issues. Mr. Miles said the City has been doing a great job. Mayor Silvestrini thanked Laurie Johnson and city staff for a job well done.

3. Business Matters

3.1 Discussion and Consideration of Resolution 20-49, Approving an Agreement With MHTN, Inc., With Respect to Architectural Programming Services for A Potential Millcreek City Hall; Francis Lilly, Planning Director

Mayor Silvestrini said the contract is for \$30,000. Mr. Lilly said that the contract includes a public engagement component at a yet to be determined date. Mr. Lilly said that staff is looking for formal approval of the contract.

Council Member Jackson moved to adopt item 3.1, Resolution 20-49, Approving an Agreement With MHTN, Inc., With Respect to Architectural Programming Services For A Potential Millcreek City Hall. Council Member Catten seconded. The Deputy Recorder called for the vote. All Council Members voted yes. The motion passed unanimously.

4. Business Matters

4.1 Discussion and Consideration of a Proclamation; declaring Millcreek as a Monarch City; Rita Lund, Communications Director

Mayor Silvestrini said that he has been contacted by Millcreek residents expressing their desire to become a Monarch City. Communications Director Rita Lund said that she has received calls from South Salt Lake about creating a Monarch highway. This proclamation encourages residents to plant milkweed and other plants that Monarch's require. Ms. Lund said that they will get education out to people on Milkweed plants and other nectar producing plants.

Council Member Uipi moved to adopt Item 4.1 the Proclamation Declaring Millcreek as a Monarch City. Council Member Jackson seconded. The Deputy Recorder called for the vote. All Council Members voted yes. The motion passed unanimously.

4.2 Discussion and Consideration of Resolution 20-50, Reappointing Council Member Silvia Catten to South Salt Lake Valley Mosquito Abatement Board; Mayor Silvestrini

Mayor Silvestrini said that he received a letter from the South Salt Lake Valley Mosquito Abatement Board expressing that Council Member Catten had done a great job so far and they would like to keep her on the board. Council Member Catten said that the board does their job well and is a good steward of public money. Council Member Uipi thanked Council Member Catten for her service on the board.

Council Member Uipi moved to adopt item 4.2, Resolution 20-50, Reappointing Council Member Silvia Catten to the South Salt Lake Valley Mosquito Abatement Board. Council Member Jackson seconded. The Deputy Recorder called for the vote. All Council Members voted yes. The motion passed unanimously.

4.3 Discussion and Consideration of Ordinance 20-53; Amending Title 6 Of the Millcreek Code of Ordinances, Establishing City Park Restrictions; Kurt Hansen, Legislative Policy Director

Mayor Silvestrini said this ordinance was discussed in the past work session on November 9, 2020. Mr. Hansen said that one line was added saying it is unlawful for a person to possess or consume alcohol in a park operated by the City unless they obtain a special event permit from the City. Mayor Silvestrini said this is in line with what happened in the last work meeting. Mayor Silvestrini said that staff would create an application with relevant rules. Mr. Hansen showed a potential sign for the parks. Council Member Jackson asked if the no amplified sound statement on the sign would apply to Venture Out. Mayor Silvestrini said the code probably says no amplified sounds. Ms. Lund said that the current special event permit asks if the event will have amplified sound and the application refers people to follow the Salt Lake County Health Department rules concerning amplified sound. Council Member Jackson said the ordinance might need to be changed depending on the language concerning amplified sound in the ordinance. Chief DeBry wanted to bring to the attention of the council that the sign could read all alcoholic beverages are prohibited since the sign said beer and alcohol are prohibited. John Brems, City Attorney, said that the amplified sound ordinance currently says by permission of the Mayor. Mr.

Brems said that the definition of beer and alcohol have different definitions in the ordinance. Mayor Silvestrini said that the Council will give staff direction to fix the signs and changing the ordinance that talks about amplified sound.

Council Member Jackson moved to adopt Ordinance 20-53, Amending Title 6 of the Millcreek Code of Ordinances Establishing City Park Restrictions. Council Member Catten seconded. The Deputy Recorder called for the vote. All Council Members voted yes. The motion passed unanimously.

5. Reports

5.1 Mayor's Report

Mayor Silvestrini said that at the end of the prior week, Utah experienced the worst number of COVID-19 cases so far. Mayor Silvestrini hopes that people will keep their groups small to keep their loved ones out of the hospital.

5.2 City Council Member Reports

Council Member Jackson reported on a meeting with the Emergency Manager, Andrew Clark, and leaders from the Church of Jesus Christ of Latter-Day Saints to encourage people to create emergency response plans. She said it was a well-attended meeting.

Council Member Uipi reported on the Wasatch Front Regional Council meeting and that she was happy to see so many municipalities there.

Council Member Catten said in previous years the City conducted a breakfast to keep in touch with the state legislators that represent Millcreek. She then asked how the City Council would like to conduct that meeting. Council Member Jackson suggested having a virtual meeting with the Millcreek state legislators. Council Member Catten said December is a good time for this meeting since schedules fill up quickly. Council Member Uipi said she would like to have a December meeting with the state legislators to hear their agenda. Mayor Silvestrini asked Mr. Hansen to make the appropriate appointments. Mike Winder, Economic Development Director, said that there are less breakfast and lunch meetings going on because of COVID-19. Mr. Winder noted the legislative session is starting a week earlier. Mayor Silvestrini would like to monitor what is being proposed at the state level.

5.3 Staff Report

Mr. Winder said that the City has entered into an agreement with the Wixom properties. Mr. Lilly said that at the next meeting the Planning Department would like to talk about accessory dwelling units.

5.4 Unified Police Department (UPD) Report

Chief DeBry explained that there were 3,349 calls for service, 1,121 total cases, 157 total citations were issued, and there were 51 booking arrests in October 2020. There were 31 assaults, 1 arson, 18 burglaries, 29 drug offenses, 87 family offenses, 2 homicides, 202 instances of larceny, 3 robberies, 4 sex offenses, and 39 stolen vehicles. Due to the rise in positive COVID-19 cases, all UPD precincts will remain closed to the public. Services from the precinct will continue but by appointment only. The Millcreek Precinct was awarded a \$10,000 grant through the Victims of Crime Act. The money will be used to purchase recording

equipment, audio, cameras, computers, and monitors for the Victim Liaison “soft room.” As a reminder for the community, UPD will be enforcing overnight winter parking. Millcreek Community Oriented Policing detectives participated in a small neighborhood Halloween parade where 50 families participated. The Parade was designed to give the children a way to celebrate Halloween without increasing health risks to themselves, their families, or the community. Millcreek C.O.P. Detectives and East Millcreek Lions Club donated and delivered 10 turkeys to Millcreek families in need for Thanksgiving. The C.O.P. Unit continued working with the Salt Lake County Health Department to clean up illegal camping sites in Millcreek City. The remaining trash from the Big Cottonwood Regional Park Camp site was cleaned up. Another camp site was located at 1070 East Murray Holladay Road and was cleaned up; it yielded a few hundred pounds of garbage. Another large camp was discovered at 1000 East and Murray Holladay Road (south side). C.O.P. is currently working with Health Department on a date for cleanup. C.O.P. Detectives investigated graffiti along Highland Drive. U.P.D. Graffiti Removal cleaned up the graffiti.

Council Member Uipi asked about an interaction with an officer and resident concerning snow removal, street parking, and ticketing. Mayor Silvestrini noted the snowplows had been out that day. Council Member Marchant said that the resident felt that the officer had been a bit snarky during their interaction. Chief DeBry noted that UPD officers will be courteous, but the department will enforce the law on the books, so if the law does not have the desired effect then it should not be on the books. Ms. Lund noted she also received messages about this parking issue. Chief DeBry said that he wants to solve problems, so they do not snowball.

5.5 Unified Fire Authority

Chief Duane Woolsey said that the Unified Fire Authority (UFA) is moving forward with their strategic plan process. He needs a copy of the Millcreek Strategic plan. Chief Woolsey gave an update on the wild land fire season. UFA fire crews responded to fires all over the country. Chief Woolsey said that these experiences out of state help Utah firefighters be more efficient responding to fires in state. UFA is going through their captain promotions process. Interviews have been conducted. The new hire process is moving forward. Thirty-six spaces will be available. Chief Woolsey said that a long-time Millcreek resident and firefighter passed away suddenly.

6. Consent Agenda

6.1 Approval of October 26, 2020 Regular Meeting Minutes

Mayor Silvestrini said that the minutes were not ready in time and he did not review the minutes. Mayor Silvestrini asked to approve the minutes at the next meeting.

7. New Items for Subsequent Consideration

There were none.

8. Calendar of Upcoming Events

- Mt. Olympus Community Council Mtg., 12/1/20, 6:00 p.m. TBD
- Millcreek Community Council Mtg., 12/1/20, 6:30 p.m. TBD
- Canyon Rim Citizens Association Mtg., 12/2/20, 7:00 p.m. TBD

- East Mill Creek Community Council Mtg., 12/3/20, 6:30 p.m. TBD
- City Council Mtg., 12/14/20, 5:00 p.m. at City Hall

ADJOURNED: Council Member Uipi moved to adjourn the meeting 8:00 p.m. Council Member Jackson seconded. Mayor Silvestrini called for the vote. All Council Members voted yes. The motion passed unanimously.

APPROVED:  Date 02-08-2021
Jeff Silvestrini, Mayor

Attest: 
Elyse Sullivan, City Recorder