



TOWN COUNCIL WORK SESSION

Monday, November 16, 2015 @ 7:00pm

Front Royal Administration Building

1. UtiliWorks AMI Assessment – *Director of Energy Services*

Summary: In the fall of 2014, a steering committee was formed to develop a proposal for a business plan to determine if there is a good business case for Front Royal to implement an AMI Solution. The Town issued an RFP and evaluated all responses. The Town of Front Royal engaged UtiliWorks (UWC) to perform a business case analysis for the implementation of a smart grid system on the Town of Front Royal's electrical system. UWC completed their assessment and the committee has completed its review.

Staff Evaluation: UWC developed a comprehensive financial model to examine multiple scenarios and facilitate changes to the underlying assumptions. The model captured the Net Present Value (NPV) of the quantifiable capital and operating costs versus the achievable benefits. These benefits include cost savings, operational efficiencies and revenue enhancements in areas such as: meter reading, billing, call center operations, and field customer service. UWC evaluated three scenarios, which were: AMI only, Optimized deployment, and Fully (all) program deployment. UWC recommends that Front Royal move forward with the deployment of the optimized AMI system.

Staff Recommendations: The steering committee concurs with the results and recommendations from the business case analysis performed by UWC. The committee is currently evaluating several opportunities for system procurement and will provide further updates at a future work session.

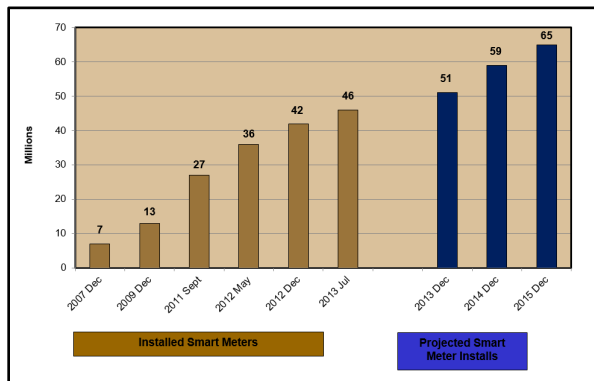
Front Royal Town Council Presentation UtiliWorks AMI Assessment

Dale Pennington, UtiliWorks presented the following report to Council:

What is AMI?

- **Advanced Metering Infrastructure (AMI)** is an integrated system of smart meters, communications networks, and data management systems that enables two-way communication between utilities and customers.

U.S. Smart Meter Installations



AMI BENEFITS

Customer Benefits

- Improved service quality – Reliable data eliminates estimated bills and help quickly resolves customer questions
- Improved customer satisfaction – customer and CSR agents share the same screen and data
- Predict future needs – helps “right size” distributions systems
- Conserve resources – helps customers better understand usage patterns
- Increased Customer Privacy – less access to property

Utility Benefits

- Secure and Scalable Data
- Standard interfaces with 3rd party applications
- Automated data flow
- Centralized event monitoring
- Increased Field Service Safety

BUSINESS GOALS

Based on the results of our proprietary survey tool, UtiliWorks Insight, and our conversations with key stakeholders, the following business goals were identified:

- Improve customer service
- Introduce technology for revenue assurance
- Improve and automate field service performance
- Improve response to increases in demand
- Improve OPEX through efficiencies

FINDINGS

A twenty year business model was developed to evaluate the economics of the implementation of an AMI program for Front Royal, including three (3) scenarios

BUSINESS CASE SCENARIOS

UWC modeled the business case for three (3) scenarios and evaluated the resulting business impact

- Scenario 1 – AMI + Electric Meter Replacement
- Scenario 2 – Scenario 1 +
 - Remote Disconnect
 - Prepay
 - Customer Service Enhancements (IVR upgrade to facilitate outbound outage notifications and payment reminders)
- Scenario 3 – Scenario 2 +
 - Demand Side Management Programs – Smart thermostats, Home/Building Energy Management System
 - Distributed energy resources such as Solar, Fuel cells, Micro turbines

- ****It was noted that Scenario 2 offers the best financial justification for moving forward with the project for the Town of Front Royal Department of Energy Services.**

BUSINESS CASE BENEFITS

- AMI and MDMS

- Meter Reading and Field Collection Reduction
- Bad Debt Reduction
- Manual Re-Read reduction
- Asset management improvement
- Outage management improvement
- Operational Impacts
 - Human Resource Changes
 - Business Process Redesign
 - Information Processing
 - Cyber Security

Recommendations: UWC recommends that Front Royal move forward with Scenario 2 (“Optimized Deployment”), which includes:

SYSTEM/PROGRAM

- Advanced Metering Infrastructure (AMI) – All Electric Meters, Automate meter reading, support near real-time outage detection, remote disconnect electric meters, interval data;
- Meter Data Management System (MDMS) – Manage the large volume of usage data, provide validated billing determinants to the CIS, provide reports, outage maps and user-friendly interface for data analysis;
- Customer Service Enhancements – A web portal, interactive voice response (IVR) system, outage notification, payment reminders. Designed to provide improve customers’ interactions with the utility through access to historical consumption data, alerts and push notifications.

Proposed Path Forward

- Council to decide whether or not to proceed with an AMI effort;
- Assuming a “Go” decision, an internal project team will identify the necessary roles and responsibilities to see the project forward. This team would be led by a project manager, who will develop a comprehensive plan for the deployment;
- While UtiliWorks’ assessment provides high level goals and objectives, deploying an AMI system requires very detailed planning for the business and system requirements; Development of these requirements will help develop the RFP;
- Once the requirements for the AMI system have been developed, the development of a thorough RFP is necessary to solicit responses from the vendor community.

Council Discussion:

Councilman Tewalt asked about the number of new employees needed. Mr. Pennington noted that eventually there could be a reduction of the number of meter readers, though in the long run there could be more IT individuals. Mr. Waltz explained that the next step would be to obtain an RFP in order to gather information and report back to Council with more detailed specifications. Councilman Funk asked if Town Council would receive a hard copy of the presentation. Mr. Pennington noted that they would. Mayor Darr stated that the Council would await more information from the Committee.

2. Cost of Service Rate Study – *Director of Energy Services*

Summary: In the spring of 2015, a steering committee was formed to develop and evaluate proposals for a Cost of Service Rate Study for the Energy Services department. The committee was comprised of four members representing the finance and energy services department.

Staff Evaluation: The Town received two (2) responses to the RFP in June for a Cost of Service Rate Study proposal. The committee interviewed both firms on their qualifications and experience on performing the services requested in the RFP. The committee selected their top firm and negotiated cost of services.

Staff Recommendations: The steering committee recommends Burton & Associates to perform the Cost of Service Rate study. They have partner with Utility Financial Services (UFS) as part of their project team to perform the study. UFS has extensive experience dealing with AMP members who have similar complex wholesale power supply portfolios.

Andy Burnham for Burton and Associates presented the following to the Town:

Burton's Cost of Electric Service Rate Study Presentation to Council

Background Info: Burton & Associates

Management consulting firm that assists local government

- Financial forecasting, cost allocation/recovery, and benchmarking
- 1,000+ studies covering all local government services

Assisting Town with water & sewer rate needs since 2009

National stature in utility ratemaking

- Expert witness testimony in several states as well as before FERC

Experts in interactive modeling and decision support

- Provide real-time feedback and side-by-side scenario comparisons

Additional technical resource in Utility Financial Solutions

- Electric studies in 42 states to over 600 utilities, including VA

Revenue Requirements

- Operating Costs
- Capital Costs
- Financial Policies
 - Debt Coverage
 - Reserves

Cost Allocation

- Define Classes of Users
- Fair & Equitable
- Comparison to Current Revenue Recovery

Rate Design

- Evaluate Objectives
- Identify Structures
- Customer Impacts

Analysis & Outreach

- Fee & Policy Review
- Adjustment Drivers
- National Trends
- Local Practices

Revenue Requirement Analysis

Populate and customize multi-year financial forecasting module

Review interactively with Staff and determine 10-year projections

- Sensitivity analysis with instant feedback & side-by-side comparison of scenarios

National Industry COS Expertise (UFS)

- ▶ Involvement on Industry Rate-Related Committees
- ▶ Numerous Industry Presentations/Course Instructor Roles
 - ▶ APPA, NARUC, NREA
 - ▶ Notable courses on cost allocation & line extension cost recovery/policies
- ▶ AMP preferred service provider
- ▶ Experience with VA systems

Approach to Cost of Service

- ▶ Costs assigned to functions and then to customers in proportion to use of each system component
 - ▶ Kwh sales or KW demands
 - ▶ Number of customers by class
 - ▶ Direct & Other Factors
- ▶ Level of detail in analysis is unique to each community
- ▶ Evaluate rate classes
 - ▶ Consolidations and/or deletions
- ▶ Compare cost allocation to current revenue generation

Approach to Rate Design

-Incorporate the allocations per COS analysis

-Evaluate existing structure & identify options

Goal: Ensure appropriate and sustainable rate structures for each class of customer that:

- Reflect a fair and equitable distribution of cost
- Integrate financial considerations (revenue stability)
- Are consistent with your objectives
 - Social concerns (affordability and economic development)
 - Environmental & energy efficiency programs
 - Stakeholder input/concern and administrative ease
- Conform to legal precedent and national/local industry practices

Local Residential Rate Structures & Pricing

	Mo. Charge	Season	800KWH	900KWH	2,500KWH	30,000KWH
Front Royal	\$ 6.24		\$0.08490			
Danville	\$ 7.80		\$0.12037			
Manassas	\$ 13.11		\$0.08010			
Salem	\$ 8.25		\$0.10750			
Richlands	\$ 8.75		\$0.09238			
Virginia Tech	\$ 8.35		\$0.10860			
Bristol	\$ 10.10	S	\$0.07904			
		W	\$0.07606			
		T	\$0.07421			
Martinsville	\$ 9.74		\$0.09075	\$0.07387		
Culpeper	\$ 11.00		\$0.10813	\$0.11930		
Elkton	\$ 5.50		\$0.09289	\$0.10299		
Franklin	\$ 7.98	S	\$0.10747	\$0.12054		
		W	\$0.10747	\$0.08858		
Harrisonburg	\$ 9.50	S	\$0.07960	\$0.08950		
		W	\$0.07960	\$0.06400		
Bedford	\$ 13.28		\$0.09458	\$0.07843		
Radford	\$ 7.02		\$0.09720	\$0.08270		
Blackstone	\$ 7.87		\$0.09242	\$0.10259	\$0.10328	\$0.10359

Experience Communicating with the Town's Stakeholders

Most critical part of the study

Success working with Town staff to develop communication strategies

Management

- Review models interactively
- Identify content/format of Public presentations

Public Presentations

- PowerPoints that summarize results, including key drivers, local comparisons, and recommendations
- Models available to be responsive to questions

Prepare Local Bill Comparisons

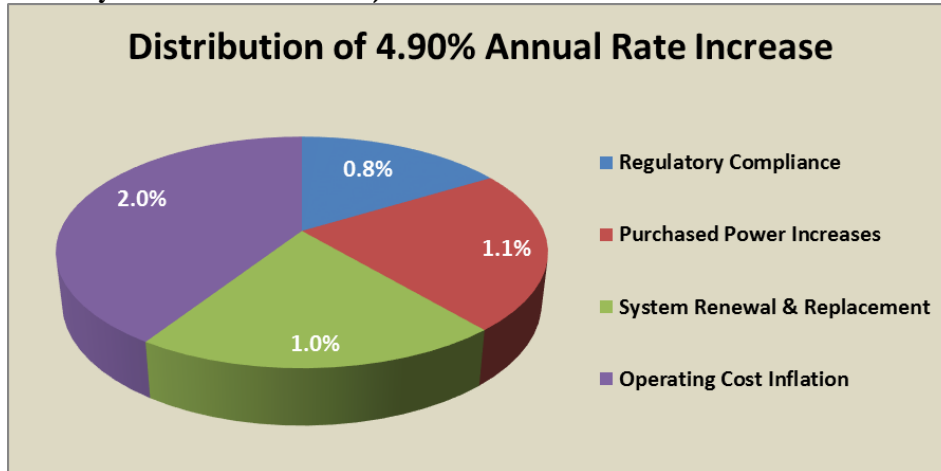
Residential Monthly Bill at 1,000 kWh	
Danville	\$128.17
Culpeper	\$121.36
Franklin (S)	\$118.06
Virginia Tech	\$116.95
Salem	\$115.75
Bedford	\$106.24
Blackstone	\$102.32
Richlands	\$101.13
Elkton	\$100.41
Martinsville	\$97.11
Manassas	\$93.21
Front Royal	\$91.14
Harrisonburg (S)	\$91.08
Bristol (S)	\$89.14

**Rate survey as of 8/1/2015, and includes all fees and charges, including PCA factors*

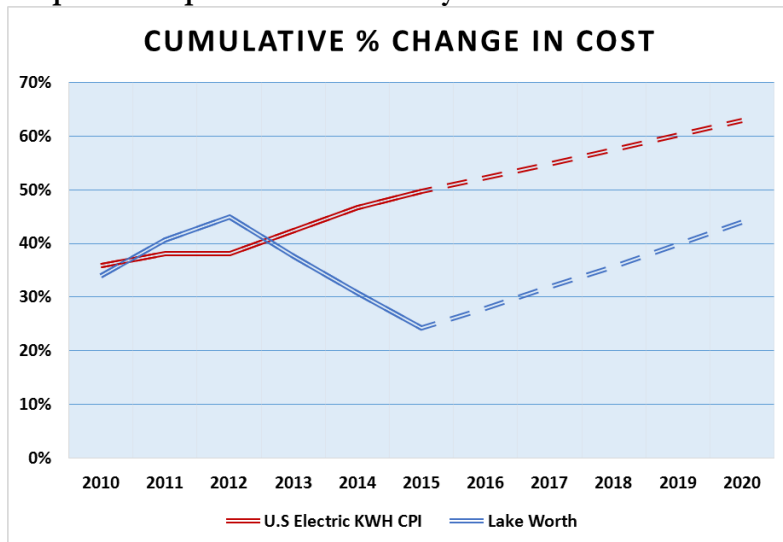
Prepare Customer Impact Analysis

Residential Electric Bill Calculations								Across-The-Board Increase		
Monthly Use (kwh)	# of Bills	% of Bills	Agg. %	Current Bill	Proposed Bill	\$ Chg.	% Chg.	FY 2016	\$ Chg.	% Chg.
0	35,994	14.2%	14.2%	\$11.92	\$8.67	-\$3.25	-27.3%	\$12.28	\$0.36	3.0%
100	26,685	10.6%	24.8%	\$20.12	\$16.27	-\$3.85	-19.1%	\$20.72	\$0.60	3.0%
200	29,699	11.8%	36.5%	\$28.32	\$23.87	-\$4.45	-15.7%	\$29.17	\$0.85	3.0%
300	27,421	10.8%	47.4%	\$36.52	\$31.47	-\$5.05	-13.8%	\$37.62	\$1.10	3.0%
400	25,517	10.1%	57.5%	\$44.72	\$39.07	-\$5.65	-12.6%	\$46.06	\$1.34	3.0%
500	21,407	8.5%	66.0%	\$52.92	\$46.67	-\$6.25	-11.8%	\$54.51	\$1.59	3.0%
600	17,040	6.7%	72.7%	\$61.12	\$55.87	-\$5.25	-8.6%	\$62.95	\$1.83	3.0%
700	13,583	5.4%	78.1%	\$69.32	\$65.07	-\$4.25	-6.1%	\$71.40	\$2.08	3.0%
800	10,433	4.1%	82.2%	\$77.52	\$74.27	-\$3.25	-4.2%	\$79.85	\$2.33	3.0%
900	7,896	3.1%	85.3%	\$85.72	\$83.47	-\$2.25	-2.6%	\$88.29	\$2.57	3.0%
1,000	6,559	2.6%	87.9%	\$93.92	\$92.67	-\$1.25	-1.3%	\$96.74	\$2.82	3.0%
1,100	4,657	1.8%	89.8%	\$102.12	\$101.87	-\$0.25	-0.2%	\$105.18	\$3.06	3.0%
1,200	3,802	1.5%	91.3%	\$110.32	\$111.07	\$0.75	0.7%	\$113.63	\$3.31	3.0%
1,300	3,043	1.2%	92.5%	\$118.52	\$120.27	\$1.75	1.5%	\$122.08	\$3.56	3.0%
1,400	2,391	0.9%	93.4%	\$126.72	\$129.47	\$2.75	2.2%	\$130.52	\$3.80	3.0%
1,500	2,054	0.8%	94.2%	\$134.92	\$138.67	\$3.75	2.8%	\$138.97	\$4.05	3.0%
2,000	958	0.4%	96.7%	\$175.92	\$184.67	\$8.75	5.0%	\$181.20	\$5.28	3.0%
2,500	470	0.2%	97.8%	\$216.92	\$230.67	\$13.75	6.3%	\$223.43	\$6.51	3.0%
5,000	64	0.0%	99.5%	\$421.92	\$460.67	\$38.75	9.2%	\$434.58	\$12.66	3.0%

Identify Drivers of Rate Adjustments



Prepare Comparisons to Industry Trends



Next Steps & Preliminary Schedule

1. Project initiation and data gathering	November 2015
2. Revenue requirement, COS & rate design modeling	Dec '15 – Jan '16
3. Review preliminary analysis with Staff	February 2016
4. Perform adjustments and review revised analysis with Staff	March 2016
5. Prepare draft report & PowerPoint presentation of initial results	By 4/1/2016
6. Present initial results to Council in a workshop	April 2016
7. Adjust analysis as required and prepare final documentation	May 2016
8. Present final results and recommendations at public hearing	June 2016
9. Implement new rates and fees	July 1, 2016

Council Discussion:

Mr. Waltz noted that the price for the survey has been negotiated and now he was approaching Council for a price for this rate study and asking Council to execute a contract. Mr. Waltz noted that this would be a long process and hopefully the Town would have a completed study from Andy Burnham in late spring. Mayor Darr noted that it would go onto an agenda.

~~3. Energy Services Staffing Program – Director of Energy Services~~

Removed from the agenda.

4. Main Street Lighting Reimbursement Request – Town Manager

Summary: The Town has received the following request:

Dear Mayor Darr and Town Council,

It is with regret that FRIBA asks for the return of \$5000.00 donated for additional Main Street lighting. The money was given as a support for the lighting project by friends and businesses in our community. This is the only fair, businesslike approach to resolving this issue in our community.

Many community volunteers have spent hundreds of hours and hundreds of dollars trying to support our community and it's Main Street needs. Our return and the lack of true community support from the town has been unsatisfactory. Because of this, a distrust is developing.

I must say, the addition of a "Cheerleader" is very welcome and should be of great assistance under the direction of the Mayor and Council. We all look forward to this positive change and thank the Mayor for his encouragement. Thank each of you for your commitment to our "Home Town".

Check should be made to FRIBA for redistribution to our generous donors.

Respectfully Yours,
George L. McIntyre, Jr.
FRIBA/Vice President

Staff Evaluation: The Council accepted a donation of \$2,700 at the October 27, 2014 meeting. This is the only donation the Town has identified towards the project. To date, the Town has spent over \$6,000 for this project.

Staff Recommendations: Staff recommends that if return of the donation is approved that Council authorize staff to remove the overhead lighting.

Town Manager Recommendation: The Town Manager recommends that if return of the donation is approved that Council authorize staff to remove the overhead lighting.

Lighting Anchor Attachment LETTER From David W. Silek to the Town Manager

This law firm has been retained to represent the Lola S. Wood Testamentary Trust. Please direct all future correspondence regarding any property owned by the Lola S. Wood Testamentary Trust to this office and to my attention.

Specifically I am writing to you today regarding a letter received by my mother regarding the Main Street lighting program. Please be *advised* that the address for the Trust which is on the letter to my mother is incorrect. It is a good thing the mailman knows where to deliver the mail.

I *have* had an opportunity to review the Waiver & Release of Liability. I *have* included a copy of the letter from Mr. Waltz as well as a copy of the Wavier & Release of Liability herewith. When I read the Waiver & Release of Liability I actually laughed out loud. It the most absurd *Waiver & Release of Liability* I *have ever* seen come out of the Town of Front Royal. That anyone actually signed it is surprising. I find it unconscionable that the Town wants the property owner to assume all liability associated with the installation of this cable that you are requesting be installed on a property owner's structure. I also find it laughable that the Town is somehow equating a property owner's desire to participate in a lighting program as an assumption of liability on their behalf.

This is exactly why people should *never* trust the Town of Front Royal to *ever* do the correct thing. In *fact*, this document is absolute proof of the *Town's* desire to "screw" people. Please be advised that if the Town of Front Royal desires to install an anchor or cable on the property located at 217 E. Main Street they can buy or lease space on the building to do so and the Town will be responsible for the maintenance, upkeep, and any liability associated with the installation of aforesaid anchor, cable, and lighting so installed.

I think it shameful that the Town would send such a request out to any property owner of the Town. Or was such just sent to our family? I look forward to raising this issue with the members of Council. (-D. Silek)

Council Discussion:

Mayor Darr noted that he had hoped that the project would go well for all involved. Mr. McIntyre noted that when the project began there were many supporters and FRIBA was created with several downtown business owners trying to offer their services into bettering the community. He presented a list to Council with business owners that had contributed to the project, he added that bulbs were purchased and given to the Town initially. Mr. McIntyre stated that a lighting hold harmless agreement was given to the FRIBA and they obtained some signatures on the forms. He noted that they wrote the letter to obtain Council's attention and they did not want the money back – they actually wanted the project finished.

Mr. Burke noted they can only put up two more strands of lights up at this point. He stated that there is funding available they just cannot obtain permission from many more property owners. Mayor Darr asked if the Town was dealing with out of town property owners. Mr. McIntyre noted that he did not feel that it was FRIBA's job to obtain signatures. He stated that he is a property owner on Main Street and he has never received a letter. Councilman Tewalt stated that he feels that one letter is not enough – the Town needed to send multiple letters, even certified letters. Mr. McIntyre reiterated their need and desire to enhance the downtown community.

Mayor Darr stated that he agreed fully with Councilman Tewalt. He added that Mr. Waltz and Mr. McIntyre needed to get together and compare lists. Mayor Darr and Councilman Tewalt noted that the matter needed to be on the fast track in order to finalize the lighting project.

5. Budget Calendar – *Director of Finance*

Fiscal Year 2016-2017 Budget Calendar

Oct 2015	Department requests for CIP [Capital Improvement Program] Include 2017 through 2022
Nov 6, 2015	CIP requests due to Finance
Nov 2015	Finance Department distributes FY17 Budget forms to Departments
Nov 2015	Council goals & objectives for FY17 to Town Mgr/Finance Director
Dec 4, 2015	Departments request due for Personnel Changes [including promotions, reorganization and/or new staffing]
Dec 15, 2015	Mid-year FY16 Budget transfers due from departments
Dec 21, 2015	Departments spending requests for FY17 due [with justifications]
Jan 18-22, 2016	Town Manager review spending requests with departments
Jan 25, 2016	Overview of budget with Audit Committee at 6:00 pm
Feb 1, 2016	Work Session to set tax rate
February 2016	Advertisement for annual tax rate for Real & Personal Property rate has to be set prior to April 1 st
Mar 14, 2016	Public Hearing (1) Tax rates for Real and Personal
Mar 28, 2016	Approval of Town Tax rates for both Real Estate & Personal Property
Apr 1, 2016	Town Manager's Recommended Budget to Town Council
Apr 4, 2016	Town Manager's presentation of proposed budget to Council
Apr 18 & May 2, '16	Council review proposed budget during scheduled work sessions
May 9, 2016	Pub Hearing & 1 st Rdg of Appropriations Ord & Rate Ordinances

May 16, 2016 Budget Work Session [if necessary]

May 23, 2016 Second & Final Reading of Appropriation Ord & Rate Ordinances

Mr. Burke noted that they would like to present the calendar to Council and sufficiently advise Council to weigh in on priorities for tax rates. Mayor Darr noted that the matter would go on the consent agenda for approval.

6. Curb/Gutter Assessment Relief Request – Brenda Chrisman – *Town Manager*

Summary: The Town has received a request from Ronnie and Brenda Chrisman seeking relief from the curb and gutter assessment assigned to their property at 1450 Anderson Street. Their letter summarizing the fact the original lien to the previous owner had the incorrect spelling of their name which resulted in the lien not being identified when the Chrismans purchased the property. The lien was transferred to the Chrismans after they purchased the property.

Council is requested to consider the request to remove the lien for the curb and gutter assessment at 1450 Anderson Street.

Staff Evaluation: Staff were unable to located any correspondence to the original property owner or to the Chrismans regarding the transfer of the lien to them. By law, the lien was assigned to the property, which should have resulted in final execution prior to the sale of the property. Council can approve the relief from this lien as they desire.

Staff Recommendations: Staff recommends that Council consider the request for relief.

Town Manager Recommendation: The Town Manager recommends that Council consider the request for relief.

Council Discussion:

Council stated that the residents needed to contact the title insurance company. Councilman Funk asked who prepared the curb and gutter abstract. Mr. Burke noted that the Town prepared the matter. Mayor Darr stated that the Town Attorney should send a letter stating that the residents should contact their title insurance company. Council stated that they did not feel that the residents should be responsible for the amount either.

7. Deed of Easement for Aldi, Inc. – *Town Attorney*

Summary: It is proposed that the Town acquire water/sewer easement and right-of-way over portions of Land Unit 2 in Riverton Commons for access and maintenance to water/sewer facilities to be owned by the Town and serving Land Unit 2.

Town Council is asked to consider approving the Deed of Easement, to be executed by the Mayor.

Staff Evaluation: The proposed easement/right-of-way acquisition is required to provide water/sewer service to the parcel located outside of Town limits.

Council Discussion:

Councilman Funk recused himself from the matter.

Mayor Darr noted that it would be on the regular agenda and Council agreed with no worksession discussion.

8. Terms Expiring for UFAC and Audit/Finance Committee

Summary: The Urban Forestry Advisory Commission members Cary Hulse and David Means terms expire December 20, 2015. They would both like to be considered for re-appointment.

Councilman Bret Hrbek and Councilman Eugene Tewalt terms on the Audit and Finance Committee expire December 31, 2015.

Council Discussion:

Council chose to advertise for UFAC. Council chose to keep Mr. Connolly as the alternate and discuss options for appointing someone else for Mr. Funk's NSVRC position.

9. Council Vacancy and NSVRC Elected Representative Vacancy due to Election

Summary: Councilman Daryl Lee Funk was recently elected as Warren County Clerk of the Court, said term to begin January 1, 2016. Council is requested to discuss whether to pursue appointment or special election for vacant Town Council seat. Councilman Funk was appointed as the Town's Northern Shenandoah Valley Regional Commission's (NSVRC) Elected Representative on July 9, 2012, said term to expire June 30, 2016. Council is requested to discuss filling the unexpired term until December 31, 2016, the length of Councilman Funk's term.

Councilman Connolly is the NSVRC's Town Alternate Representative (term expires 12/31/18) and Jeremy Camp is the NSVRC's Town Non-Elected Representative (term expires 6/30/17).

Council Discussion:

Councilman Tewalt noted that the Town should advertise the position and take applications. Mayor Darr agreed, noting that the taxpayer should not pay for a special election. Councilman Connolly noted that should Town Staff feel that advertising before the end of the year is wise, then he would agree to that. He stated that after the first of the year would be amenable as well.

Mayor Darr noted that perhaps they should advertise January 2nd. He stated they could also begin mid-December and close January 2nd. Council chose to advertise mid-December and close January 2nd. Mayor Darr only votes in choosing this matter to break a tie, Vice Mayor Tharpe noted.

10. Council Discussion/Goals

Councilman Connolly asked about the First Street traffic study data. Mr. Burke noted that the software failed and the equipment has been put in place once again for data collection.

Councilman Tewalt asked about the Police Department. Mr. Burke stated that Staff recently met with the architect and they would soon give an update to Council.

Councilman Tewalt asked about going back to the postcards on their utility bills. Mr. Wilson noted that they went to the letters in order to conceal private information. Mayor Darr asked that Staff look into using the postcards once again.

Mayor Darr reviewed the weekly schedule of events: CDBGrant Meeting, Liaison Meeting, Business Forum and the VML Regional Supper.

Mayor Darr noted that he would like to possibly readdress the tall grass ordinance perhaps at a future worksession.

Councilman Egger asked that everyone received the email regarding the gazebo cameras. She asked that the item be a formal vote at the December meeting.

Mayor Darr noted that the closed meeting was from Mr. Hrbek and he was absent. Council chose to remove the closed session.

11. ~~CLOSED MEETING — Disposition of Energy Services Building~~

Present: Mayor Darr, Vice Mayor Tharpe, Councilman Connolly, Councilman Egger, Councilman Funk, Councilman Tewalt, Finance Director Breeden, Town Attorney Napier, Clerk of Council Berry, Police Captain Hite, Officer Nicewarner, Energy Service Director Waltz, Financial Analyst Wilson, IT Director Jones, members of the media and members of the public.

Absent: Councilman Hrbek