Committee of the Whole – 6:30 P.M.
Regular City Council Meeting – 7:00 P.M.

A regular meeting of the North Pole City Council was held on Tuesday, February 17, 2015 in the Council Chambers of City Hall, 125 Snowman Lane, North Pole, Alaska.

CALL TO ORDER/ROLL CALL
Mayor Ward called the regular City Council meeting of Tuesday, February 17, 2015 to order at 7:00 p.m.

There were present: Absent/Excused
Ms. Holm
Ms. Hunter
Mr. McCarthy
Mr. McGhee
Mr. Smith
Mr. Welch
Mayor Ward

CALL TO ORDER/ROLL CALL
Mayor Ward called the regularly scheduled meeting of the North Pole City Council to order on Tuesday, February 17, 2015 at 7:00 p.m.

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG
Led by Girl Scout Troop 224

INVOCATION
Invocation was given by Mr. McGhee

APPROVAL OF AGENDA
Mr. McGhee moved to Approve the Agenda of February 17, 2015

Seconded by Mr. Welch

Discussion
None

Mr. McGhee moved to amend the agenda and consent the following items:
Old Business
a. Approval of Ordinance 15-01

New Business
b. Approval of Request from North Pole Economic Development Corporation for 4th quarter 2014 Bed Tax.
e. Approval of Committee Appointments.
f. Approval of Ordinance 15-03

Seconded by Ms. Hunter

On the amendment
PASSED
Yes: 7 - Holm, McGhee, Welch, McCarthy, Smith, Hunter, Ward
No: 0-
Absent: 0

On the Agenda as Amended
PASSED
Yes: 7 - Holm, McGhee, Welch, McCarthy, Smith, Hunter, Ward
No: 0-
Absent: 0

APPROVAL OF MINUTES
Mr. Welch moved to Approve the minutes of February 2, 2014.

Seconded by Mr. McGhee

Discussion
None

PASSED
Yes: 7 - Holm, McGhee, Welch, McCarthy, Smith, Hunter, Ward
No: 0-
Absent: 0

COMMUNICATIONS FROM THE MAYOR
I had a productive meeting in Juneau with the Fairbanks Chamber of Commerce. They met with a lot of our legislators including Tammie Wilson and Senator John Coghill. I also had the pleasure to meet with the Governor and it was a jovial meeting with positive energy from
Regular City Council Meeting
February 17, 2015
7:00 p.m.

Fairbanks around the table. We were able to talk about the priorities of the Fairbanks Chamber, energy, Military, UAF, workman’s comp reform and many others. The City has passed our resolutions in support of these priorities and issues. It was great to bring that packet to our legislators and let them know what is important to us in North Pole. The FNSB continues to work on the air quality ordinance and I anticipate there will be more amendments made at their next meeting. Mr. Welch attended on behalf of the city at the last meeting and I look forward to a report on communications from the borough representative. Cannabis continues to dominate the conversation and calendar for elected officials and I’m no different. It was the topic of conversation in the legislature and here in town as well. I was able to attend the borough’s last marijuana meeting and we discussed options for zoning and regulating the cultivating, processing and sale of that product.

FMATS will be scoring projects over the next week and half or so, which includes intersections at 5th and Santa Claus Lane and North Pole High School Boulevard, 8th and the Old Richardson. These are projects we’ve nominated into the tip and it’s important that we put our best face. We’ve done the paperwork it just has to be scored and that determines which projects should be funded as we do have limited funds.

This Friday is Muffins with the Mayor from 8 to 10 am. It’s a time I’d like to make available for folks to come in and chat about anything. My wife usually makes muffins and it’s a great time to talk about North Pole.

As Ms. Winter’s mentioned, February 24th, 5-7, is the Programmatic Environmental EIS for the Forestry structuring at Ft. Wainwright in the effort to reduce the size of the Army. Leadership is exploring ideas about where they can do that. One of the big things their trying to take away is the impact to the military and their families. In North Pole and Fairbanks we are known for our hospitality to our military folks that are stationed here and to those who choose to come back. I hear it time and time again and this is what it’s about coming out and speaking and letting them know how supportive we are of our troops and our Air Force. If you have the time to come out please come out your presence is important and felt.

Like I mentioned at the last meeting, my wife is just about ready to give birth. When that does happen I’ll be informing everyone on my calendar that next week I will be off and I’ll have my phone, but I probably won’t be in the office.

COUNCIL MEMBER QUESTIONS OF THE MAYOR
Mr. McCarthy asked why delinquent utility accounts were up to three and a half pages. Ms. Fogarty stated that they’ve been short staffed for about three months and that’s one of the reasons why. They’re going to be fully staffed next week and they hope to start collection processes again.

Mr. Welch said that he was asked by a proprietor in town if there was any chance to petition the
borough to have an extra liquor license brought to our city. Mayor Ward said he could look into that.

COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Police Department, Chief Dutra

- Lieutenant Rathbun and Chief Lane will be going to Anchorage next week to start the process of the 2016 Alaska Shield Planning that’s about to kick off.
- The Guy’s Read Program is over and it was an excellent program. There was an article in the paper about it. I loved it and the kids enjoyed the stories and I plan on participating from this point forward. I appreciate the Mayor allowing me to go and read to the kids during the day. The whole idea behind Guy’s Read is to encourage and motivate 4th grade boys, who generally stop reading around this age, to read more. Greg Hill runs the program and he’s done a phenomenal job and thank you to Francie Court for calling and asking me to do that.
- Coffee with a Cop was a success and it got a lot of publicity. Thank you to the News-Miner for doing the article. We had 10 people show up and it turned out good and we had some good exchanges with people. I challenged some of the other chiefs to do the same thing. We’ll probably do some more and do them at different times to see what is more successful.
- Officer Gibson will be heading to light duty on March 16th. She’ll be out till she has her baby.
- We just received a series of checks worth $101,584.13 from asset forfeitures. Those come from an array of cases we’ve been working on over the years through drug forfeitures. There was a lot of good hard work on Detective Stewart’s part. He was vital to those investigations. It’s a lot of money that will put together a lot of projects we need to get done, mostly on the building. We’ll be bringing those projects to you shortly.
- Sergeant Stevenson will be back to light duty starting tomorrow.
  We have submitted the Chena Lakes contract. We should have a contract to you hopefully before the May 1st deadline.

Ms. Holm asked if the asset forfeiture money could go into building projects. Chief Dutra stated that was what they did the roof and carpet with, so yes, absolutely.
Finance, Tricia Fogarty
- We’ve been very busy. I’ve been meeting with Lori from Kohler, Schmitt and Hutchison every week now trying to organize things for the future and trying to wrap up last year.
- I’m trying to find time to put the budget in and once we’re fully staffed I can probably do that.
- We have a new person starting next Monday and she’ll be doing Accounts Payable.

Borough Representative, Mr. Welch
- The biggest part of discussion was the air quality ordinances. Almost everyone there agrees that there is something wrong with air quality but they don’t agree on how to fix it or how to penalize or where the containment area is. It’s a tough road to try to figure it all out.
- The representative for the school board informed us that because of the budget cuts that our borough can expect this upcoming new year to have at least 65 reductions of staff. It could be as many as 100 and this comes right after we’ve just cut 48. We’re looking at expansion of class sizes and people just starting their teaching careers will be affected. It’s a very tough budget. Even as it was mentioned if the price of oil per barrel doubled it wouldn’t catch up to the harm that’s already been done to the budget. We have to keep a close eye to what happens to our schools here in town. And if you’d like for me to serve again I’d be happy to do that.

City Clerk, Kathy Weber
- Reminder that APOC forms are due to the City Clerk and to APOC by March 15, 2015.

ONGOING PROJECTS
None

CITIZENS COMMENTS
Brenda Sadler – 3831 Kensington
She wanted to speak to what Mr. Welch reported on. She is recently retired from the school district, where she spent 22 years. Her son will be one of those who will be pinked. She stated that as someone who’s spent 40 years in education, the sad part is that the freshest, newest and most energetic men and women are the ones that will go away. She doesn’t understand budgets and cuts, but she thinks our governor and mayor are doing the best job they can. She’s not saying this because it’s her son, but she knows how much he loves his classroom at Badger. He and others put a lot of energy forth and she wishes the system were different somehow. That we could balance this budget and get rid of the fluff, but she knows it’s hard to do in any situation whether it’s borough, city or state. She stated that we will go from classrooms of 20-21 kids to
much larger sizes. She is also interested in taking a look at homeschoolers and how much that number has gone up in the last several years.

Don Penrod, 985 Marquette Loop
He’s been a resident for 3 years, 4 months. He really likes North Pole and was thinking about running for mayor until he picked up the application and saw that they want to know where every penny you have is stashed. He knows this is public knowledge, but doesn’t believe in that. He also wanted to rebut on the last speaker. He previously lived in South Korea for 17 years and stated that teachers are the most revered entities there because of their parents. They have 40-45 people in classrooms and kids do not talk back to the teachers. This is because parents take care of that problem, unlike how we in America have come to expect the teacher to be the parent.

OLD BUSINESS

ORDINANCE 15-02, ITEM B, AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA TO AMEND TITLE 12 STREETS, SIDEWALKS AND PUBLIC PLACES BY ADDING CHAPTER 03 MARIJUANA USE IN PUBLIC PLACES, TO REGULATE THE CONSUMPTION OF MARIJUANA IN A PUBLIC PLACE

Mayor Ward stated there were a few small changes from the last meeting. The attorney did send out an email going over those.

Public Comment
Don Penrod, 985 Markette Loop
Mr. Penrod gave a brief work history. He doesn’t smoke and has a security clearance he has to maintain, but he’s concerned about the vagarious definition of “to insure consumption’s not a nuisance to neighboring properties”. He asked if a person is in their front lawn smoking marijuana and the wind blows it to neighboring property, is that defined as a nuisance and can law enforcement be called? He discussed this with a Fairbanks policeman who lives next to him before coming here. It has to be defined as to what is a nuisance and how is it perceived? Is it like second hand smoke? Defining what a nuisance is; is open to interpretation. He can see people getting fined or taken to court because there is no clear definition. He’s lived with the military for a long time where things are clearly defined and that’s the way he thinks.

Mr. Welch moved to Adopt Ordinance 15-02, An Ordinance of the City of North Pole, Alaska to amend Title 12 Streets, Sidewalks and Public Places by adding Chapter 12.03 Marijuana use in public places, to regulate the consumption of marijuana in a public place.

Seconded by Mr. McCarthy

Discussion
Mr. McGhee appreciated that they are doing their best to come up with a definition of a public
place to regulate the consumption of marijuana publicly, although the voters voted to allow its consumption. His was concerned is that they are trying to regulate the public consumption of marijuana without the definition of what is a true consumption. He asked, “how does one know that anyone is actually smoking marijuana in public.” He shared some smoking items borrowed from Smoking Deals on South Cushman and other information. He also stated his concerns about setting themselves up where neighbors will be against neighbors, public people against public people. He was concerned about people calling the police and reporting people smoking marijuana in various places. He went on to say, “It’s one thing to say we don’t want you to consume the product outside the privacy of your home, but it’s another to pretend we have any ability to enforce it.” He doubted very seriously that the Chief of Police can tell him that the use and sell of marijuana has changed in the last 22 years. He said it’s still here and the people finally voted it in. He felt that it’s a good starting point, but what are we going to do when the State regulates it; are we going to adopt their legislation and over write ours? And the same goes for when the Borough and City of Fairbanks applies their regulations. He stated that it’s about money and spoke about fireworks being sold and used within the North Pole city limits. Noise ordinances are ignored specifically on the 4th of July and on New Year’s Eve. It’s hard to complain about it during those times. He wondered if they are being hypocritical and are they or can they enforce it? There are too many ways to consume marijuana and he felt that neighbors will be pitted against each other and is concerned what will happen when they pass this.

**Mr. McGhee moved to Amend 15-02, line 60 by striking the word business. On lines 50-51 strike item 3 under section A as follows:** A person who consumes marijuana must take reasonable precautions to ensure consumption is not a nuisance to neighboring properties.

**Seconded by Mr. McCarthy**

**Discussion**

Mr. McGhee stated that the reason he brought these two items forward is because under the term business, we as a council are saying, as a private entity or business, under its own guidelines, are saying, no you are not allowed to consume marijuana, without permit. His concern is that they are adding an additional bureaucracy to businesses where marijuana is already being consumed. It is a fact that there are businesses where marijuana is consumed. Yet we have decided by the terminology that as a council we are going to tell the businesses you’re not allowed to allow that consumption inside your business without first applying for a permit. He disagreed with that. Mr. McGhee said he has talked to businesses and they asked why they have to go through additional legislation to ask permission for what is already taking place and what the voters have voted for.

Mr. Welch said he looked up legal descriptions of the word nuisance. He gave some examples of each. He asked Chief Dutra about complaints of a drunken brawl next door and how the police would proceed with that concerning criminal law. Chief Dutra stated that would fall under disorderly conduct and that the officer would make a reasonable judgment and determination. He also stated that a nuisance can come in all forms. He agreed that a nuisance
absolutely needs to be defined. Mayor Ward added that the attorney did not have an issue with
the word nuisance because there is a whole section in code regarding that. His concern was on
the word reasonable.

Ms. Hunter said she would like to see ‘private business’ stay in place. Businesses are public
spaces. If needed a business could go through the permit process.

Ms. Holm said she would like for lines 50-51 to stay because it helps the public to understand
what is expected of them and that keeping this section is a positive for the city. She is also in
favor of keeping the word business and that those businesses that would like to support
marijuana can go through the permitting process.

Mr. Smith thanked Mr. McGhee for sending the council verbiage from other communities. He
liked the fee structure for offenses that was included. He would like to maybe see some of it put
into the violation section of 64.

Mr. McCarthy said he was happy to second this so he could hear the discussion. He is not in
favor of the amendment. He thinks people should take reasonable care and that they should keep
the word business in there. He said he won’t be voting in favor of it.

Mr. McGhee again stated his concern with the word nuisance being defined. He asked if Chief
Dutra agreed with what was in code. Chief Dutra stated that he was not prepared to answer that
question. Mr. McGhee asked if they have ever been called to local taverns to arrest someone for
consuming marijuana in open volleyball courts. Chief Dutra stated that yes they have.

Ms. Holm stated that later she would have an amendment to bring forth concerning the definition
of a nuisance.

**On the amendment**

**FAILED**

Yes: 1 - McGhee

No: 6- Ms. Hunter, Mr. Welch, Mr. McCarthy, Mr. Smith, Ms. Holm, Mayor Ward

Absent: 0

Ms. Holm **moved to Amend Ordinance 15-02, by adding to line 51 as follows:** To ensure
consumption is not a visual or odorous nuisance or anything that interferes with the mental
tranquility to neighboring properties.

Seconded by Mr. Welch

**Discussion**

Ms. Holm appreciated Mr. Penrod bringing forward the word nuisance to needing more
definition and that this was a learning process for everyone. She asked Chief Dutra if he felt that
adding this verbiage would bring clarity to the definition. He felt that it added more definition to the language, but the words were difficult. He liked how the word odorous and visual were used but not the part about mental tranquility.

**Ms. Holm withdrew her last amendment and moved to Amend Ordinance 15-02, line 51 as follows:** To ensure consumption is not a visual or odorous nuisance to neighboring properties.

**Seconded by Ms. Hunter**

**Discussion**
Mr. McGhee disagreed with the proposed amendment. He stated that public view on his private property is his right and no one on this council has any right to take that. To state that anyone on their own private property, cannot consume in any way that they see fit, is wrong. It goes against voters rights. He can’t accept it and he won’t vote for it.

Mr. Smith added that he did have a question about an email from the attorney stating something about the place of view and that it would violate the person’s rights on their own property.

Mayor Ward stated that they need to be delicate with this. There is a lot of consideration when we talk about the nuisance part of the ordinance. We’re just trying to put in provisions so we can deal with the issues. He was hesitant to add this type of definition to the ordinance. He appreciates the concern but he doesn’t think the amendment is needed.

**Ms. Holm moved to strike the work visual and Amend Ordinance 15-02 as follows:** To ensure consumption is not an odorous nuisance to neighboring properties.

**Seconded by Ms. Hunter**

**On the amendment as amended**

**PASSED**
Yes: 7 – McGhee, McCarthy, Mr. Smith, Ms. Holm, Ms. Hunter, Mr. Welch, Mayor Ward
No: 0 –
Absent: 0

**Discussion**
Mr. McGhee stated that this was taking things too far, to expect residents to filter exiting odors from their property.

Mr. Welch spoke of an incident in 2005 pertaining to the nuisance smell of pigs and how air moves smells, including pellets stove smoke or marijuana smoke. He doesn’t feel that this wording is not needed in the ordinance.

Mr. Smith likes the idea of what is trying to be accomplished. He thinks a section on smoking in...
your car should be added.

Mr. McCarthy stated that this is legally unenforceable and so he can’t vote for it.

**On the amendment**

**FAILED**
Yes: 1 – Ms. Holm
No: 6 – Ms. Hunter, Mr. Welch, Mr. McGhee, Mr. McCarthy, Mr. Smith, Mayor Ward
Absent: 0

**On Ordinance 15-02**

**PASSED**
Yes: 6 – Mr. Welch, Mr. McCarthy, Mr. Smith, Ms. Holm, Ms. Hunter, Mayor Ward
No: 1 – Mr. McGhee
Absent: 0

**NEW BUSINESS**

**APPROVAL OF SDEU DODGE PICKUP SALE**
Mayor Ward gave a brief overview.

**Public Comment**
None

Mr. McCarthy *moved to approve the sale for a minimum bid of $4000.*

Seconded by Mr. Welch

**Discussion**
Mr. McGhee asked if there was an actual offer from Affordable Used Cars to purchase the truck.

Mayor Ward said no, there was not. This just sets a minimum bid and that it will go out for sealed public bid.

**PASSED**
Yes: 7 – McGhee, McCarthy, Smith, Holm, Hunter, Welch, Ward
No: 0
Absent: 0

**REQUEST TO SIGN AN AGREEMENT WITH ALASCONNECT FOR IT SERVICES & DATA STORAGE**
Mayor Ward introduced this item.
**Public Comment**  
Don Penrod - 985 Marquette Loop  
He asked if there was a contracting officer in the City of North Pole. That’s problem number one as he sees it. He thought it was a bad idea to go with a company with a ‘no back out’ clause. He thought that the amount it will cost the city to ‘back out’ of the contract should be deducted from the councils pay instead of taking it out of the tax payers pocket.

Chief Steve Dutra – 125 Snowman Lane  
He stated how important it is for them to get some IT support and that he has three projects that are being stalled until this gets put through. He would encourage that it be resolved soon. He is 100% behind Alasconnect. He is not in favor of Tekmate for many reasons. He urges that this gets passed right away.

**Mr. McGhee moved to authorize an agreement with Alasconnect for IT Services & Data Storage.**

Seconded by Mr. McCarthy

**Mr. McGhee moved to amend to include only Fire and Police Department**

Seconded by Mr. McCarthy

**Discussion**  
Mr. Smith asked if this included Utilities and Public Works. Mayor Ward stated that Utilities is not affected by this. They are covered by their own computers and software. Public Works is not included, they only have one computer and they don’t have a need for it.

Ms. Hunter noted that one of the highlights of the Alasconnect plan was that in the event of a disaster they would be able to bring up our computers quite fast. She wondered if the utility computers would be brought up just as fast.

Ms. Holm wanted to clarify that this is an amendment to keep the contract with Tekmate for the Administration.

**On the amendment to enter into an agreement with Alasconnect for fire and police**  
**PASSED**  
Yes: 7 - Ms. Holm, Mr. McGhee, Mr. Welch, McCarthy, Mr. Smith, Ms. Hunter, Mayor Ward  
No: 0-  
Absent: 0
On the main motion as amended
PASSED
Yes: 7 – Mr. Welch, Mr. McGhee, Mr. McCarthy, Mr. Smith, Ms. Holm, Ms. Hunter, Mayor Ward
No: 0-
Absent: 0

REQUEST TO PURCHASE DETECTIVE VEHICLE FOR $15,000 USING POLICE FLEET FUND
Chief Dutra introduced this item.

Mr. Smith asked how the troopers dispose of their vehicles.

Public Comment
None

Mr. McGhee made a motion to Authorize the sale and re-purchase of the vehicle Detective Stewart is currently using for drug enforcement

Seconded by Mr. McCarthy

Ms. Hunter moved to add the following language: Pending approval of the purchase of a detective vehicle

Seconded by Mr. Welch

On the amendment
PASSED
Yes: 7 – Ms. Hunter, Mr. Welch, Ms. Holm, Mayor Ward
No: 0- Mr. McCarthy, Mr. Smith, Mr. McGhee
Absent: 0

On the motion as amended
PASSED
Yes: 7 – Mr. Welch, Mr. McGhee, Mr. McCarthy, Mr. Smith, Ms. Holm, Ms. Hunter, Mayor Ward
No: 0-
Absent: 0
ORDINANCE 15-04, AN ORDINANCE REQUESTING THE PURCHASE OF A VEHICLE FOR DETECTIVE/CRIME SCENE OPERATIONS USING JUSTICE FUNDS

Chief Dutra introduced this item.

Mr. Welch noted the $5000 dollar difference in price and would it behoove them to go with the Ford instead. His wish was to consider trying to save $5000 where ever possible.

Ms. Holm asked if the officer didn’t want the Ford Expedition because it looked like a cop car. She wanted to know which fund the money was coming from.

Mr. McGhee asked about the reasons Mr. Stewart favored the Tahoe over the Expedition. He agreed that the Tahoe would be a better vehicle even if it is $5000 more.

Mr. Welch asked how many months it would take for someone to recognize the Tahoe. To him that’s not a valid point and would Chief Dutra consider the Expedition for the savings.

Public Comment

Dan Peters – 2750 Park Way
He asked Chief Dutra if there was not another vehicle in the fleet already that could support this roll.

Mr. McGhee made a motion to introduce and advance Ordinance 15-04, An Ordinance Requesting the purchase of a vehicle for detective/crime scene operations using justice funds

Seconded by Mr. McCarthy

Discussion

Mr. McGhee noted that there were no dates on the ordinance and that those should be inserted. He stated that since this is an ordinance it requires two readings. He would suggest that Chief Dutra check the comparability on the two vehicles and to invite Detective Stewart to the next meeting for his personal testimony.

Ms. Hunter had a problem with requesting Officer Stewart to come in because they are working through his supervisor and the normal channels. She would advise against it.

Ms. Holm agreed with Ms. Hunter.

Mayor Ward added that the reason this is in ordinance form is because it does amend the budget, requiring two readings and it will come back before the council for final approval at the next council meeting.
PASSED
Yes: 7 – Mr. McGhee, Mr. McCarthy, Mr. Smith, Ms. Holm, Ms. Hunter, Mr. Welch, Mayor Ward
No: 0-
Absent: 0

COUNCIL COMMENTS
Mr. Smith thanked Girl Scout Troop 224. He asked everyone to please be careful, the weather is changing and the roads are very slick. He stated that we have daylight after 5:00 pm, we’re almost there.

Ms. Hunter attended Coffee with a Cop and she thanked the Chief for initiating the program and was glad other communities are considering doing the same thing. It was well received and she enjoyed it. She also thanked Chief Dutra for doing the Guys Read Program.

Ms. Holm thanked the Girl Scouts. She said it was nice seeing people in the audience wanting to get involved. She stated that someone commented tonight that council should give up their paychecks, but that this was more of a labor of love for the council. They do this because they care for the community.

Mr. Welch has been listening to Problem Corner and they talked about a problematic environmental study. He thinks someone should be there on the 24th from 5-7pm. Losing the Stryker Brigade would be quite an impact on the community.

Mr. McGhee said we have more news about military leaving the borough area and he hopes that the elected officials pay attention. It’s time to start looking within and not depending on the military. He thanked everyone who came out and provided testimony. He thanked the News-Miner and CBS 13. There have been a lot of good comments about North Pole. He thanked the council and Mayor Ward. He thanked Smoking Deals store for letting him borrow the paraphernalia for the meeting. He talked about his research on marijuana and shared some of that information.

Mayor Ward appreciates the council and their willingness to come in and work out these details. He appreciates the folks who came out to testify. It makes the meetings more worthwhile when they have comments from the public.

ADJOURNMENT
Mr. McGhee adjourned the meeting at 9:43 p.m.
Seconded by Mr. Welch
The regular meeting of February 17, 2015 adjourned at 9:43 p.m.

These minutes passed and approved by a duly constituted quorum of the North Pole City Council on Monday, March 2, 2015.

ATTEST:

Bryce J. Ward, Mayor

Kathryn M. Weber, MMC
North Pole City Clerk