



**MINUTES OF THE
August 21, 2018
LENEXA CITY COUNCIL MEETING
COMMUNITY FORUM, 17101 W 87th STREET PARKWAY
LENEXA, KS 66219**

CALL TO ORDER

The meeting was called to order at 7:00 PM.

ROLL CALL

The following Councilmembers were present with Mayor Mike Boehm presiding: Joe Karlin, Steve Lemons, Bill Nicks, Tom Nolte, Corey Hunt, Andy Huckaba, and Mandy Stuke. Councilmember Dan Roh was absent.

Staff present included Eric Wade, City Administrator; Todd Pelham, Deputy City Administrator; Mike Nolan, Assistant to the City Administrator; Tim Green, Deputy Community Development Director; Cindy Harmison, City Attorney; Danielle Dulin, Assistant to the City Administrator/Interim City Clerk; and other City Staff.

APPROVE MINUTES

A motion to approve the minutes of the August 7, 2018 City Council meeting as amended to reflect Councilmember Roh was present was made and seconded. Motion passed unanimously.

MODIFICATION OF AGENDA

A public hearing to consider an exemption from ad valorem taxes for property financed with industrial revenue bonds for KCI Lenexa 128, LLC, as published for this meeting, has been withdrawn by the applicant.

Item 5 was removed from the consent agenda and to be acted on after Item 12.

Item 13 was requested to be continued by the applicant.

CONSENT AGENDA

1. Acceptance of maintenance Lenexa Storm Drainage Repairs at 20305 West 94th Terrace, 7450 Park Street and 103rd Street and Rosehill Road intersection.
This project repaired the existing storm drainage system at three separate locations where failures have occurred over the last year. Work included pipe and inlet

replacement as well as pipe lining.

2. Acceptance of a public pedestrian access zone easement as shown on the final plat for Lenexa City Center, East Village, Fifth Plat.
This final plat is for development of the temporary parking lot located in City Center East. A pedestrian access zone easement is being dedicated to the City of Lenexa for public access and walkways in those areas where a public sidewalk will be located outside of the right-of-way. PT18-12F

3. Acceptance of public right-of-way and utility easements as shown on the final plat for Bradshaw Place, Second Plat.
This final plat is for Bradshaw Place subdivision. Public right-of-way and utility easements are being dedicated to the City of Lenexa as part of the Bradshaw Place, Second Plat. PT18-11F

4. Resolution authorizing the sale, possession and consumption of alcohol at the 2018 Lenexa Chili Challenge.
The 2018 Lenexa Chili Challenge will be held on October 19 and 20, 2018. In order to permit the sale, possession, and consumption of alcohol at the event, the City must approve a resolution which recognizes the 2018 Chili Challenge as a special event defined by state law, designate the boundaries of the event where alcohol may be consumed, and identify the public streets to be closed. The resolution will also approve the Lenexa Lions Club as a designated vendor to sell alcohol at the 2018 Chili Challenge.

6. Resolution authorizing the Mayor to execute a Kansas Real Estate Contract for the sale of a City--owned tract of land located adjacent to 9759 Shady Bend Circle.
The proposed Kansas Real Estate Contract will sell an approximately 730 square foot tract of land located adjacent to 9759 Shady Bend Circle in the Canyon Creek by the Lake Subdivision for \$4,380. The tract has been used as park property surrounding Mize Lake, but the buyer installed a fence and pool that encroaches onto the property. The city desires to sell the property for legal and practical requirements, and it is in the best interests of the public.

7. Resolution amending the FY 2018 City Fee Schedule
The proposed resolution authorizes a new Municipal Court fee for use of the courtroom and adjustment to the fees for the use of Police Department standby vehicles. If approved, the fee adjustments would be effective September 1, 2018.

8. Resolution approving donation of a fire truck to the Shawnee Mission School District #3512 for use in the Blue Eagle Program.

The Fire Department desires to donate a fire apparatus scheduled for replacement this year to the Shawnee Mission School District Blue Eagle Program, which educates and trains students in the areas of law enforcement, fire management and emergency medical services.

END OF CONSENT AGENDA

A motion to approve items 1-4 and 6-8 on the consent agenda was made by Councilmember Huckaba, seconded by Councilmember Nicks. Motion passed unanimously.

BOARD RECOMMENDATIONS

9. Ordinance approving a special use permit for Elite Sports, located at 15546 West 108th Street, to allow "Personal Instruction, General" in a BP-2, Planned Manufacturing Zoning District

This is a request for approval of a ten-year special use permit renewal to allow "Personal Instruction, General", located at 15546 West 108th Street, in a BP-2, Planned Manufacturing Zoning District. This special use permit will allow an indoor practice facility for soccer, baseball and basketball teams and individuals. SU18-10

Magi Tilton, Planning and Development Administrator, stated Elite Sports will occupy 40,000 square feet in the multi-tenant building and has similar business operations as the current tenant with a special use permit. A public hearing was held at the Planning Commission meeting and no one spoke.

Councilmember Huckaba inquired about the previous occupant hosting tournaments at the facility and the available parking. Ms. Tilton stated the previous tenant did amend its special use permit to allow tournaments, but staff was not aware of any tournaments that were held, and parking is not anticipated to be a problem as tournaments and instruction typically takes place during non-business hours for the adjoining tenants. Additionally, staff is not aware of any complaints with the previous tenant and special use permit. Staff and Planning Commission recommend approval of the special use permit renewal.

A motion to approve Item 9 was made by Councilmember Nicks, seconded by Councilmember Lemons. Motion passed unanimously.

10. Final plan for The Yard - Lenexa City Center, East Village, located at the southeast corner of 87th Street Parkway and Renner Boulevard.

This application is to allow for the construction of a mixed use building within Lenexa City Center East Village located at the southeast corner of 87th Street Parkway and Renner Boulevard. The development will include office and restaurant space as well

as a large outdoor patio, entertainment component. PL18-15F

Ms. Tilton stated The Yard is a mixed-use development that includes office, restaurant and entertainment uses. The proposed materials include brick, metal, and glass. This final plan was the on the Planning Commission consent agenda; therefore, there was no discussion. Staff and Planning Commission recommend approval.

A motion to approve Item 10 was made by Councilmember Nicks, seconded by Councilmember Lemons. Motion passed unanimously.

11. Preliminary plan for The Lofts at City Center - Lenexa City Center, East Village, located at the southeast corner of 87th Street Parkway and Renner Boulevard.
This application is to allow for the construction of a mixed use office/retail and residential building located at the southeast corner of 87th Street Parkway and Renner Boulevard. The project is a five-story building with 10,000 square feet of office/retail space on the first floor and 67 residential units on the second through fifth floors.
PL18-17P

Ms. Tilton stated the Lofts at City Center is a mixed-use project with office and retail uses on the ground floor and four stories of residential apartment homes directly to the south of The Yard development discussed in the previous item. There are two separate covered parking areas for residents. The building is horseshoe-shaped along Ryckert and City Center Drive. The common amenity space is in the center on top of the covered parking, not at street level. The construction materials are stone veneer, fiber cement siding and brick which are consistent with other buildings in the area and plays off of the south building and development of The Yard to the north. Staff and Planning Commission recommend approval.

A motion to approve Item 11 was made by Councilmember Nolte, seconded by Councilmember Karlin. Motion passed unanimously.

12. Preliminary plan for Widmer Industrial Building located at 96th Terrace and Widmer Road.
This application is to allow for the construction of an office/warehouse building at the northwest corner of Widmer Road and 96th Terrace. The building will contain a total of 140,000 square feet of space on 11 acres. PL18-15P

Ms. Tilton stated the proposed plan is 140,000 square foot office and warehouse use. The truck loading and unloading area is adjacent to the railroad and passenger vehicles park on the other three sides of the building. The proposed materials are concrete panels with a parapet to screen the rooftop units. The top of the dock doors, but not the entire dock door will be visible from Santa Fe Trail Drive. Ms. Tilton stated staff and Planning Commission recommend approval.

Grant Harrison, Van Trust Real Estate, LLC, was present to answer questions.

Concerns regarding the view of the building from Santa Fe Trail Drive were raised. It was explained that the scoring and changes in color will break up the expanse of the rear façade. Additionally, the developer will work with staff to select tree variety and location to screen the building.

A motion to approve Item 12 was made by Councilmember Nolte, seconded by Councilmember Hunt. Motion passed unanimously.

5. Resolution determining the intent of the City to issue up to \$11,000,000 in industrial revenue bonds to help acquire, construct and equip a commercial office/warehouse, manufacturing or distribution facility.
The City received an application from KCI Lenexa 128, LLC requesting the City issue Industrial Revenue Bonds (IRBs) in an amount not to exceed \$11,000,000 to finance the acquisition, construction and equipping of a new 140,000 S.F. office/warehouse facility in the southwest corner of the intersection of Widmer Road and 96th Terrace. The applicant also requested a ten year, 50% tax abatement for the project. The City will consider the abatement and PILOT at a future meeting but not later than the issuance of IRBs.

Sean McLaughlin, Assistant City Attorney, stated the resolution of intent is for \$11 million in IRBs and a fixed PILOT agreement. The actual PILOT amount will be negotiated when the building is closer to completion and a more accurate appraisal value is available. A fixed PILOT agreement provides stability as it is not affected if the owner appeals the assessed valuation during the abatement period. Staff will return with the PILOT agreement at a later date, but not later than the issuance of the IRBs.

A motion to approve Item 5 was made by Councilmember Nicks, seconded by Councilmember Huckaba. Motion passed unanimously.

13. Rezoning and companion preliminary plan for Vantage Point Lenexa Office Park located on the west side of Renner Boulevard at the I-435 entrance/exit ramps.
 - a. Adopt an ordinance rezoning property located on the west side of Renner Boulevard and the I-435 entrance/exit ramp from AG, Agricultural and NP-O, Planned Neighborhood Office Zoning Districts to CP-O, Planned General Office and CP-2, Planned Community Commercial Zoning District.
 - b. Approval of a companion Preliminary Plan for Vantage Point Lenexa Office Park.
This development application will rezone 32 acres of property located at 9300 Renner Boulevard from AG and NP-O to CP-O and CP-2. The companion preliminary plan

allows for the construction of three office buildings and three restaurant pads centered around a series of reflecting pools, sculptures and seating areas. RZ18-06 and PL18-14.

The applicant requested this item be continued.

A motion to continue Item 13 to the November 6, 2018 City Council meeting was made by Councilmember Stuke, seconded by Councilmember Hunt. Motion passed unanimously.

14. **Rezoning, Special Use Permit and Preliminary Plan for QuikTrip #295, located at the northeast corner of 95th street and Noland Road. Remanded to the Planning Commission at the July 3, 2018 City Council meeting.**
 - a. Ordinance rezoning property located at the northeast corner of 95th Street and Noland Road from existing R-1, Residential Single-Family, NP-O, Planned Neighborhood Office and CP-2, Planned Community Commercial Zoning Districts to CP-1, Planned Neighborhood Commercial Zoning District. RZ18-03
 - b. Ordinance for a special use permit to allow "Gasoline Sales, General" in the proposed CP-1, Planned Neighborhood Commercial Zoning District.
 - c. Companion Preliminary Plan for QuikTrip #295.

This application will rezone 1.37 acres of property located at the northeast corner of Noland Road and 95th Street from R-1, NP-O, and CP-2 to CP-1. There is also a request for a special use permit to allow "Gasoline Sales, General" in a CP-1 zoning district. Lastly, the companion preliminary plan shows a 4,840 square foot QuikTrip being constructed on this corner.

At the July 3, 2018, Council meeting, this item was remanded to the Planning Commission for reconsideration based on proposed changes to the site plan. The major changes to the site plan included reorienting the building to face 95th Street and increasing the landscape buffer along the north and northeast sides of the property. The Planning Commission considered the revisions at their August 6, 2018 meeting and failed to make a recommendation on the revised application, resulting in it being denied. Therefore, the application is being returned with the Planning Commission's recommendation of denial. RZ18-03, SU18-06 and PL18-02CP

Ms. Tilton stated QuikTrip would like to construct a facility at 95th Street and Noland Road. The application was heard at the June Planning Commission meeting and not recommended for approval. The City Council remanded the application back to the Planning Commission at its July 3 meeting. The application was reconsidered at the August 6 Planning Commission

meeting and additional public comment was accepted based on the modifications made by the applicant. Ms. Tilton explained that the modifications that were made to the site plan focusing the commercial use towards 95th Street and revised traffic circulation. Ms. Tilton indicated several deviations to the development regulations being requested by the applicant. The most significant deviation is at the north side of the property regarding the land use intensity buffer required. The buffer is required to be 50 feet; however, at the northwest corner nearest to the residential property, it is only 4 feet. The applicant is also requesting deviations for perimeter planting along the street frontages, open space percentage of 19.5% instead of 25%, and zero setback from the property line for a monument sign. Ms. Tilton stated it is staff opinion the proposed rezoning encroaches into the residential neighborhood and will likely have a negative impact on the neighborhood. Additionally, the proposed site plan is not efficient relative to circulation and parking and will also have a negative impact on the residential neighborhood. The applicant offered three stipulations for approval at the August 6 Planning Commission meeting: reducing the height of the light poles, providing a landscape easement along the north property line, and conducting a traffic study and implementing any improvements identified as necessary. Staff and Planning Commission recommend denial. Staff also included stipulations should the City Council decide to approve the application, but would also recommend including the stipulations proposed by the applicant.

Shannon Marcono, Local Law, LLC on behalf of QuikTrip, asked for approval of the application. She presented an overview of the application process. She highlighted changes that had been made to the site plan in response to comments from staff and neighbors.

Mayor Boehm stated he would allow comment from interested parties.

Jim Bruier, JB's One Stop, requested the City Council approve the application.

Joe Quint, 13015 West 94th Place, and Scott Johnson, 11137 W 94th Terrace, addressed the City Council stating safety, traffic, parking, and lighting concerns with the application.

Councilmember Huckaba stated concerns regarding the impact of the QuikTrip on the neighborhood with the 24-hour, 7-days-a-week operations and the increase in traffic.

Councilmember Karlin stated he did not believe the application was in keeping with the character of the neighborhood, would have a detrimental effect on neighboring properties, and he supported the recommendation of professional staff. He stated concerns about the impact of traffic at 95th Street and Noland Road and circulation on the site.

Councilmember Nolte stated he met with QuikTrip representatives to discuss the application. He stated he disagreed with the concerns about the increase in traffic, and he believed this was a good solution for the 95th Street and Noland Road intersection.

In response to a question regarding the required votes to pass this item, Cindy Harmison, City Attorney, stated to sustain the Planning Commission recommendation or override the denial only requires a simple majority vote. She stated the application can also be remanded again with specific direction. She also stated the Mayor can vote to break the tie or to make the vote.

Councilmember Nicks stated he was not in favor of the application.

Councilmembers Hunt and Lemons agreed with Councilmembers Huckaba and Karlin that the proposed use would have a negative impact on the neighborhood.

Councilmember Stuke stated she had a conversation with Mr. Bruier. She asked if it was possible to change the timing of the signal at 95th and Noland Road. Tim Green, Deputy Community Development Director, responded it can be changed, but it is a balance between Noland Road and 95th Street. She stated concerns about traffic and this store fitting into the character of the neighborhood.

Mayor Boehm stated QuikTrip has a bigger draw and customer base; therefore, there will be increased traffic at this intersection. He shared concerns about the impact of traffic on the neighborhood. He stated he did not think a traffic study would address the traffic concerns that have been raised. He indicated this was not the appropriate location for a QuikTrip as it would change the character of the neighborhood.

Ms. Marcono requested a two week continuance to continue to work on the site plan and explore traffic improvements necessary.

A motion to sustain the Planning Commission recommendation on Item 14a was made by Councilmember Huckaba, seconded by Councilmember Stuke. Motion passed 6-1 with Councilmember Nolte voting nay.

A motion to sustain the Planning Commission recommendation on Item 14 b was made by Councilmember Lemons, seconded by Councilmember Nicks. Motion passed 6-1 with Councilmember Nolte voting nay.

A motion to sustain the Planning Commission recommendation on Item 14c was made by Councilmember Huckaba, seconded by Councilmember Hunt. Motion passed 6-1 with Councilmember Nolte voting nay.

15. Preliminary plan for Lenexa Fleet Maintenance Building located at 7700 Cottonwood
This application is to allow for the construction of a new fleet maintenance building for the at the Municipal Services Complex located at 7700 Cottonwood Street. The new building will contain 22,000 square feet and will include 12 service bays, office space and parts storage. PL18-13P

Ms. Tilton stated the existing fleet maintenance building is over 40 years old and is not large enough to service several city-owned vehicles. The proposed building is 22,000 square feet and will have twelve service bays, office space and parts storage area. The existing building will remain as a storage facility. Ms. Tilton indicated there will be some trees removed to construct the building, but there is 140 feet from the parking area to the property line that adjacent to residential property and most of the trees will remain. The construction materials

are pre-cast concrete walls with light gray horizontal panels and metal rib vertical panels that are installed vertically that are slightly darker in color. There was some discussion at the Planning Commission meeting regarding lighting on the facility. Lights will be installed above each overhead door. While most work will take place during the normal business hours, Municipal Services may consider additional site lighting. Staff and Planning Commission recommend approval.

Councilmember Nicks asked if the neighbors in the area were contacted. Ms. Tilton stated Municipal Services held a neighborhood meeting. Charlie Love, Assistant Municipal Services Director, stated 80-90 invitations were sent to surrounding neighbors, but the turnout at the was small. He indicated he has talked to other properties owner that are closest to the facility, but there were no concerns regarding the new facility.

Councilmember Karlin inquired about the service life of this facility. Nick Arena, Municipal Services Director, stated the facility would serve the city for the next 20-25 years. Mr. Wade added the facility is situated to accommodate the fleet at full build out.

A motion to approve Item 15 was made by Councilmember Hunt, seconded by Councilmember Stuke. Motion passed unanimously.

16. Stormwater Code Revisions

- a. Ordinance amending City Code Section 4-1-D-3 regarding flood prevention, Article 4-1-N regarding land disturbance, Article 4-1-O regarding stream setbacks, and Section 4-3-D-1 regarding special definitions for floodplain regulations - all part of the Unified Development Code (UDC). **Continue to the September 18, 2018 City Council Meeting to allow for discussion at the August 28, 2018 Committee of the Whole meeting.**

A motion to approve continue Item 16 to the September 18, 2018 City Council meeting was made by Councilmember Huckaba, seconded by Councilmember Lemons. Motion passed unanimously.

PUBLIC HEARINGS

17. Consideration of establishing the Sonoma Plaza Retail Center Community Improvement District and approving an economic development grant with McKeevers RJB, LLC
 - a. Public hearing to consider establishing a Community Improvement District (CID) over the Sonoma Plaza Retail Center project area and levying CID sales tax in the project area.

b. Ordinance establishing CID and levying 1% CID sales tax.

c. Resolution approving a CID Development Agreement with Sonoma Plaza, Inc.

d. Ordinance approving an Economic Development Grant Agreement for McKeever's Market and Eatery within the Sonoma Plaza Retail Center.

The proposed CID includes the Sonoma Plaza Retail Center project area located at the southeast corner of 87th Street Parkway and I-435. The CID revenues generated from the Sonoma Plaza Retail Center will be used by Sonoma Plaza, Inc. for approved CID costs. The purpose of the proposed Economic Development Grant Agreement is to ensure the McKeever's Market and Eatery grocery store concept opens and operates in the City and is constructed in a high-quality manner that follows the City's design guidelines and planning requirements. The Economic Development Grant Agreement is for \$1,350,000 and will be paid in annual installments over five years contingent on certain terms and conditions.

Mr. Wade stated Sonoma Plaza retail is located at 87th Street and Maurer Road. The development is approximately 145,000 square feet of retail with a new-to-market retail grocery center. The proposed CID area includes construction of retail, restaurants and office buildings as well as a full-service grocery store. The CID can also be used for sitework, infrastructure, utilities, geotechnical work, FF&E, stormwater and street improvements, landscaping, lighting, and other associated appurtenant structures and facilities. The proposed CID would be used to reimburse Sonoma Plaza up to a maximum of \$9 million. If approved, the CID will be funded by a 1% sales tax over the project area commencing January 2020. 100% of the CID revenues for 22 years would be used to reimburse CID eligible costs.

Mr. Wade stated the Governing Body will also consider an ordinance for an economic development grant for McKeever's Market. The grant will ensure the store opens and operates within Lenexa and follows the design guidelines and planning requirements. The \$1.35 million grant will be paid out in annual installments for the first five years the market is open and operating. Mr. Wade stated the grant is funded through origination fees on economic development projects.

Rick Oddo, the developer, stated he has letters of intent from Culver's, Chic-Fil-A, Starbucks, Chipotle, Verizon and Panera.

There was no comment during the public hearing.

A motion to close the public hearing was made by Councilmember Huckaba, seconded by Councilmember Nolte. Motion passed unanimously.

A motion to approve Item 17b was made by Councilmember Lemons, seconded

by Councilmember Hunt. Motion passed unanimously.

A motion to approve Item 17c was made by Councilmember Nicks, seconded by Councilmember Karlin. Motion passed unanimously.

A motion to approve Item 17d was made by Councilmember Huckaba, seconded by Councilmember Karlin. Motion passed unanimously.

NEW BUSINESS

Mayor Boehm recused himself from Item 18 and exited the Community Forum.

A motion to elect Councilmember Huckaba Council President was made by Councilmember Nicks, seconded by Councilmember Stuke. Motion passed unanimously.

18. Resolution authorizing the Mayor to execute an agreement with Athco, LLC for the purchase and installation of playground equipment.
Agreement with Athco, LLC for the purchase and installation of playground equipment at Heritage Forest Park, John Mc Nerney Park, Tamarisk Park, Gillette Park and Sar-Ko-Par Trails Park as part of the Playground Equipment Replacement Project approved in the Capital Improvement Program. The total fee for the purchase and installation of the playground equipment is \$549,670.00.

Danny Huntsinger, Parks Superintendent, presented the playground replacement program for 2018. He stated playgrounds at Heritage Forest, John Mc Nerney, Tamarisk, Gillette, Sar-Ko-Par Parks will be replaced through the Capital Improvement Program.

A motion to approve Item 18 was made by Councilmember Nicks, seconded by Councilmember Hunt. Motion passed unanimously.

Mayor Boehm returned to the meeting.

BUSINESS FROM FLOOR

None.

COUNCILMEMBER REPORTS

Mayor Boehm stated he accepted an invitation to the White House with other mayors from Kansas and Nebraska to hear from several federal agency secretaries and made several good contacts in Washington, D.C.

He also shared concerns about the organization of packet materials and the size of packets generally.

STAFF REPORTS

19. Public Safety facility study update

Todd Pelham, Deputy City Administrator, stated staff is preparing to issue the request for qualifications for the Facility Needs and Master Planning Consulting Services for the Public Safety Complex. He provided a proposed timeline for the process and stated the duration of the process is five to six months.

EXECUTIVE SESSION

20. To discuss matters in consultation with the City Attorney which are subject to the attorney-client privilege exception regarding pending litigation styled *Oliver and Weigel v. City of Lenexa, et al.* (K.S.A.75-4319(b)(2)).

A motion to recess into executive session for five minutes in the Green Room to discuss matters in consultation with the City Attorney regarding pending litigation styled Oliver and Weigel v. City of Lenexa, et al. with the Governing Body, Eric Wade, City Administrator, Cindy Harmison, City Attorney, and Peter Simonsen, Assistant City Attorney, was made and seconded by Councilmember Huckaba and seconded by Councilmember Hunt. Motion passed unanimously. The executive session began at 9:55 PM. The Governing Body reconvened into regular session at 10 PM.

A motion to deny the request of former employee Diana Mendoza for the City to provide her defense in the litigation styled Oliver and Weigel v. City of Lenexa et al. as her acts were not within the scope and course of her employment was made by Councilmember Lemons, seconded by Councilmember Karlin. Motion passed unanimously.

21. To perform the City Administrator midyear performance evaluation as permitted by the non-elected personnel matter exception (K.S.A. 75-4319(b)(1))

A motion to recess into executive session for 20 minutes in the Green Room to perform the City Administrator's mid-year evaluation with the Governing Body, Eric Wade, City Administrator and Cindy Harmison, City Attorney, present was made by Councilmember Huckaba, seconded by Councilmember Stuke. Motion passed unanimously. The executive session began at 10:05 PM. The regular session reconvened at 10:25 PM. A motion to extend the executive session for 15 minutes was made by Councilmember Karlin, seconded by Councilmember Hunt. Motion passed unanimously. The Governing Body reconvened at 10:40 PM. No votes were taken or decisions made during the executive session.

ADJOURN

A motion to adjourn was made by Councilmember Stuke, seconded by Councilmember Huckaba. Motion passed unanimously. Meeting adjourned at 10:40 PM.

/s/ Danielle Dulin
Assistant to the City Administrator/
Interim City Clerk