Minutes of the Centerville City Council meeting held Tuesday, September 18, 2018 at 7:00 p.m. at Centerville City Hall, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT
Mayor
Clark Wilkinson
Council Members
Tamilyn Fillmore (excused at 10:30 p.m.)
William Ince
Stephanie Ivie
George McEwan
Robyn Mecham

STAFF PRESENT
Steve Thacker, City Manager
Lisa Romney, City Attorney
Jacob Smith, Management Services Director
Cory Snyder, Community Development Director
Bruce Cox, Parks and Recreation Director
Randy Randall, Public Works Director
Mackenzie Wood, City Recorder
Marc Marchant, Streets Supervisor
Katie Rust, Recording Secretary

VISITORS
Marcus Arbuckle, Keddington & Christensen
Interested Citizens (see attached sign-in sheet)

PRAYER OR THOUGHT
Steve Thacker

PLEDGE OF ALLEGIANCE

OPEN SESSION
No one wished to comment.

MINUTES REVIEW AND ACCEPTANCE
The minutes of the September 4, 2018 regular Council meeting and work session were reviewed. Councilwoman Fillmore made a motion to accept both sets of minutes. Councilman Ince seconded the motion, which passed by unanimous vote (5-0).

PUBLIC HEARING — PROPOSED VACATION OF PUBLIC UTILITY AND STORM DRAIN EASEMENTS – DEUEL SPRINGS AMENDED SUBDIVISION
Lisa Romney, City Attorney, explained the request that the City vacate public utility and storm drain easements running through Lot 101 of the Deuel Springs Amended Subdivision located at approximately 451 Rawlins Circle and accept the proposed new relocated public utility and storm drain easements on the same lot. Tyler Young, applicant, answered questions from the Council.
Mayor Wilkinson opened a public hearing at 7:16 p.m., and closed the public hearing seeing that no one wished to comment. Councilwoman Fillmore made a motion to approve Ordinance No. 2018-21 vacating public utility and storm drain easements running through Lot 101 of the Deuel Springs Amended Subdivision located at approximately 451 Rawlins Circle and accept new public utility and storm drain easements on the same lot, with the following four conditions. Councilwoman Ivie seconded the motion, which passed by unanimous vote (5-0).

1. Applicant shall provide legal descriptions for the vacated PUE and storm drain easements, subject to review and acceptance by the City Engineer;
2. Applicant shall provide legal descriptions for the new PUE and storm drain easements, subject to review and acceptance by the City Engineer;
3. Applicant shall submit signed approval letters from the major utility companies regarding the PUE vacation; and
4. Applicant shall provide signed PUE and storm drain easement prepared by the City Attorney granting the City new PUE and storm drain easements in the new locations, acceptable to the City Engineer. Such easements must be signed by the property owner of record of the subject property.

PDO ZONE MAP AMENDMENT, CONCEPTUAL SITE PLAN AND CONCEPTUAL SUBDIVISION PLAN – SHEFFIELD DOWNS – 274 EAST PAGES LANE

On September 4, 2018, the City Council held a public hearing on this matter and tabled action until the September 18 meeting. The Council continued the public hearing to receive comments through September 12, and directed staff to provide all submitted comments to the Council for consideration. Emails or letters received as public comment are available with the agenda on NovusAgenda.

Taylor Spendlove with Brighton Development answered questions from the Council. He explained that Brighton would be willing to discuss dedicating the park area to the City if the City agrees to take over maintenance and liability. If the HOA retains ownership, the park area will remain private space. Mr. Spendlove said the hope is to have the development built out in about two years, with the park space completed next spring. He explained that the proposed plan exceeds UDOT requirements for street spacing. Cory Snyder, Community Development Director, confirmed that the conditions recommended by the Planning Commission address the possibility of future redevelopment of the commercial that will currently remain on the east side of the proposed development. Councilman McEwan expressed the opinion that the proposed project is better than the alternatives discussed in the last few years.

Councilman McEwan made a motion to approve the PDO Zone Map Amendment, Conceptual Site Plan, and Conceptual Subdivision Plan for the Sheffield Downs project located at 274 East Pages Lane with the following conditions and findings. Councilwoman Ivie seconded the motion, which passed by majority vote (5-0).

Conditions:

1. The PDO Approval is subject to the layout and exhibits submitted to the City on July 19, 2018 and August 1, 2018 – Consisting of PDO Exhibit A-1 through Exhibit F and Sheets C400, X900, and L101 of the Conceptual Site Plan.
2. The Sheffield Downs PDO Rezone shall be limited to the following:
   - Rezone of approximately 5.6 acres to R-M/PD on the Centerville Zoning Map.
• Density shall NOT exceed Six (6) units per acre. A bonus density is NOT APPROVED for the development.

• All residential development shall be limited to the construction of single-family homes.

• The commercial area, located at the northwest corner, is not part of this PDO approval. However, it must be legally subdivided in accordance with City ordinances to separate it from the portion to remain in the proposed development.

3. The PDO approved Sheffield Architectural Design Plan shall consist of the following:
   a. All single-family dwelling design shall comply with Exhibits A-1 through A-4.
   b. Each dwelling type depicted may use any color or material selection of the approved materials and colors and shall be consistent with approved PDO building elevation exhibits.
   c. All building permit submittals shall provide a “building elevation plan” addressing the application and use of the approved Architectural Design Plan elements.
   d. Any dispute that arises regarding the application and use of the Architectural Design Plan elements shall be submitted to the Centerville City Planning Commission for resolution.

4. The PDO approved Sheffield Downs Landscaping Design Plan shall consist of the following:
   a. The project shall be landscaped in accordance with Exhibit B-1 – Landscape Plan (also Sheet L101 of the Conceptual Plan) and Exhibit B-2 – Plant Types.
   b. As part of the Park area, a detention basin may be installed and shall be deemed acceptable by the City Engineer, as part of any Final Approval by the City.
   c. The total landscaping for the project shall meet the ordinance minimum requirements of 40%, as per CZC 12.52.070 or as otherwise allowed by the ordinance.

5. The PDO approved Sheffield Downs Fencing Design Plan shall consist of the following:
   a. All use of fencing shall comply with Exhibit C.
   b. The placement of fencing shall comply with Exhibit B-1 (also Sheet L101 of the Conceptual Plan).
   c. Other fencing shall be limited to the private rear yard areas from the rear lot line to the rear building line of the dwelling.
   d. The side yard areas between buildings/dwellings and any front yard area shall NOT contain any fencing.

6. The PDO approved Sheffield Downs Open Space Amenities Design Plan shall consist of the following:
   a. The Open Space amenities shall be provided within the project as depicted on Exhibit D-1 through D-2 and on L101 of the Conceptual Site Plan.
   b. The Open Space Amenities shall, at minimum, consist of the following:
      i. A Patio and Plan Garden Area
      ii. A Play Structure Area
      iii. A Detention Facility, as approved by the City
      iv. A 10-foot Landscape Buffer along Pages Lane
      v. The Buffer area (Trees and Shrubs) along the western boundary of the development
      vi. The Visitor Parking Buffer on the west end of the dwellings
      vii. The decorative lighting fixtures as depicted in the Exhibits
c. As part of any Final Approval, the developer shall address the timing/phasing for the installation of the Open Space Amenities, as deemed acceptable by the City as part of any Phasing approval, OR
d. These Open Space amenities shall be installed as per CZC 12.51.100 prior to a certificate of occupancy for any dwelling.

7. The PDO approved Sheffield Downs Buildings Setbacks shall consist of the following:
   a. The approved setbacks for dwellings shall comply with Exhibit E, which are:
      ⇒ The Interior Lot Setbacks are:
      • Front Porch/Living Area = 15-feet
      • Front Garage = 19-feet
      • Side Yards = 5-feet
      • Rear Yards = 15-feet
      ⇒ The Perimeter Lot Setbacks are:
      • Front Porch/Living Area = 15-feet
      • Front Garage = 19-feet
      • Side Yards = 8-feet
      • Rear Yard = 20-feet

8. The PDO approved Sheffield Downs Buildings Parks, Driveway/Approach Widths, and Recreation Vehicle (RV) Use shall consist of the following:
   a. Each dwelling shall provide parking within an enclosed garage with a capacity of two-vehicles. Every garage shall meet the minimum size requirements of the City's Zoning Ordinance.
   b. The project shall provide the visitor parking, as shown on the Conceptual Site Plans, and shall not be less than the 30 stalls depicted.
   c. The project shall limit driveway and approach aprons to a minimum width needed for two-car garage parking, as deemed acceptable by the City Engineer and Public Works Director and a minimum width needed for a three-car garage for Lots 31, 32, and 33, as deemed acceptable by the City Engineer and Public Works Director.
   d. The use of outside storage of Recreational Vehicles (RVs) for dwellings or in the common space areas for longer than 48 hours shall be prohibited.
   e. These restrictions shall be noted on any plan submitted for Final Approval and shall be included on the application subdivision plat and associated CC&Rs.

9. Other Matters related to the Sheffield Downs PDO development are the following:
   a. As part of any Final Approval, the developer shall comply with Exhibit F and provide a future access easement for potential re-development of the remaining commercial properties to the east, as per the Southeast Neighborhood Plan objectives.
   b. The project shall remain subject to the Residential Medium (R-M) Zone standards, unless otherwise modified by the PDO Approval.
   c. The project shall be subject to the applicable subdivision ordinance requirements, and the Planned Unit Development (PUD) platting process.
   d. An existing commercial building "demolition plan" shall be submitted and deemed acceptable to the City prior to receiving any Final Plan approval. All demolition of building and related elements shall comply with all local, state, or federal regulations, as may be applicable.
Centerville City Council  
Minutes of Meeting of September 18, 2018

1. Remaining Commercial Area Parking shall NOT be less than the current Zoning Ordinance Parking requirements and shall be addressed with any Final Plan submittal to the City.

Findings:

1. The City Council finds that the PDO Concept Plan is in harmony with the Southeast Neighborhood Plan to allow future residential re-development to occur in the eastern half of the Pages Lane Commercial Area.

2. The City Council finds that the PDO request, with the listed conditions, sufficiently addresses the PDO Development Standards found in Section 12-41-080, as addressed in the applicable staff reports provided to the Council.

3. The City Council finds that the PDO Concept Plan, with the listed conditions, provides sufficient compliance with regards to the project’s design and amenities requirements for R-M Zone Development.

LICENSING AND PERMITS

Mr. Snyder explained his recommendation to approve contract with Civic Review for use of software for online business licensing and permitting. Online business licensing and permitting would not be mandatory at this point, and staff would continue to keep hard copies of each application. The City is required to keep business license information for seven years.

Councilwoman Fillmore made a motion to approve contract with Civic Review for use of software for online licensing and permitting and authorize the use of $5,300 of the Council’s contingency budget for this purpose. Councilman Ince seconded the motion, which passed by unanimous vote (5-0).

COLUMBARIUM AND MAUSOLEUM IN CITY CEMETERY

Bruce Cox, Parks and Recreation Director, presented photographs and information regarding the possible construction of a niche wall for cremated remains at the Centerville Cemetery. A proposal has been received from Rocky Mountain Monument & Vault for construction of a 48 niche wall for $25,000-$28,000. The City Manager recommends the General Fund be used as the source of upfront funding for this project, with the intent the General Fund would be repaid from sales of niche spaces over time.

Mr. Cox answered questions from the Council. A majority of the Council indicated a desire to pursue additional information with a goal of adding a niche wall to the City Cemetery. Mr. Thacker recommended a multi-step process, including a master plan for phasing potentially several niche walls, and policies regarding fees, etc.

Mr. Cox presented information regarding possible construction of a mausoleum wall along the east side of the Cemetery. He estimated the wall could include 200 spaces per row, with three or four rows. The estimated cost of $350,000-$400,000 includes installation, but does not take into account demolition and reconstruction of 700 East. The first step would include a $1,000 design fee. Mr. Cox expressed confidence in Rocky Mountain Monument & Vault’s capability and experience. No direction regarding a mausoleum wall was given by the City Council at this time.
SELECTION OF LANDSCAPE ARCHITECT FOR ISLAND VIEW PARK RENOVATION
PROJECT

Mr. Thacker explained that staff initially understood the City could select any firm included on the list of landscape architect firms approved by the State and negotiate rates for the Island View Park Renovation Project. Staff now have a better understanding of the Land & Water Conservation Fund (LWCF) Grant guidelines, and the competitive processes required for project design and construction. Mr. Thacker presented a proposed RFQ process/calendar regarding Island View Park design services, and provided a list of recommended landscape architect firms (attached). A majority of the Council indicated the proposed process is acceptable. Councilman McEwan requested an invitation also be posted on the City website for any firm/individual to present qualifications to the City for consideration. The Council will meet to interview finalists on October 23rd. Staff was directed to research whether the interviews could be closed to the public.

The Council took a break at 9:03 p.m. and returned at 9:13 p.m.

STAFF RECOMMENDATIONS FOR SIDEWALK REPAIR PROGRAM FOR FY 2019

The City Council designated $100,000 for sidewalk repair in the current budget (shared between General Fund and Transportation Projects Fund). A city-wide inventory of sidewalk conditions in 2016 identified thousands of vertical faults that will cost over $500,000 to repair. This cost estimate did not include the cost of removing trees that are causing some of the sidewalk damage. More than $30,000 was spent in 2017 to replace sidewalk in nine locations with vertical faults greater than 3 inches, including removing the trees causing those faults. Staff recommend a program this year which targets repair of faults greater than 1 inch, and requires the removal of trees causing those faults. It also recommends, however, a voluntary approach this first year regarding tree removal. In other words, sidewalk faults associated with trees within the “buffer zone” would not be repaired unless the adjacent property owners agree to have the trees removed. Staff are assuming there will be enough residents willing to have the trees removed to use the current funding. For those locations with faults greater than 1 inch that appear to be caused by trees, staff have identified the trees that can be removed by City employees (not including stump grinding) versus those that will need to be removed by a tree contractor.

Councilwoman Fillmore said she is uncomfortable with placing priority on removing trees and repairing sidewalk affected by trees, when the data shows that half of the 1-3 inch faults do not have trees within the tree buffer and are not caused by trees. Councilman Ince commented that he is aware of the role trees play in air quality, and agreed that the faults caused by trees should not necessarily take first priority. Ms. Romney said she believes the tree removal should be paired with a responsible park strip tree ordinance. Mayor Wilkinson agreed that trees are an important aspect of neighborhood and property appeal. Councilman McEwan said he would prefer to repair as many faults as possible with the money available now. The Council and staff discussed possibilities for cost-sharing with property owners to repair different types of sidewalk problems. Councilwoman ivie commented that Public Works is available to remove trees this fall.

Councilwoman Fillmore made a motion to move forward with the first phase by sending letters to property owners with 1-3 inch sidewalk faults not caused by trees, explaining that work would happen in the spring and explaining possibilities for cost sharing, with an opt-in deadline determined by staff. Councilman Ince seconded the motion. Councilwoman Mecham made a
motion to amend the motion to send letters to property owners with 1-3 inch sidewalk faults caused by trees with the option to remove the trees if the Public Works Department is able to remove them. Councilwoman Ivie seconded the motion to amend, which failed (2-3), with Council members Ince, McEwan, and Fillmore dissenting. The original motion passed by unanimous vote (5-0). Councilwoman Mecham made a motion to send letters to property owners with 1-3 inch sidewalk faults caused by trees that can be removed by the Public Works Department, if enough funds remain after the initial deadline for situations in which trees are not involved. Councilman McEwan seconded the motion. Councilwoman Fillmore stated she would prefer to wait to see what the numbers are after the initial deadline, and prefer to decide what to do about stump grinding before moving forward. The motion passed by majority vote (4-1), with Councilwoman Fillmore dissenting.

Councilwoman Fillmore was excused at 10:30 p.m.

FINANCIAL REPORT

Marcus Arbuckle, the City's contract CPA adviser, presented a final unaudited report for FY 2018, and FY 2019 report for the two-month period ending August 31, 2018.

MAYOR'S REPORT

- Mayor Wilkinson expressed a desire to put together a Tree Board to review City tree policy and provide suggestions for what the City should be doing regarding trees. He suggested the Tree Board could consist of the Parks and Recreation Director, a representative from Public Safety, a representative from Public Works, an arborist, and a few additional individuals.
- The Mayor invited Councilmembers to join him at the Farmington pickleball courts on October 2nd at 5:30 p.m.
- Information regarding the Centerville Cares Committee is available on the City website.
- South Davis Metro Fire Service Area financial statements are available with the agenda on NovusAgenda.

LIAISON REPORT

Councilwoman Ivie updated the Council regarding the Landmarks Commission and the Whitaker Museum Board.

CITY MANAGER'S REPORT

Mr. Thacker reported the City received a request for a presentation from the Salt Lake Chamber of Commerce Housing Gap Coalition in the October 16th Council meeting. He recommended the Council invite the Planning Commission to attend that presentation as members of the audience — i.e. not a joint meeting.

ADJOURNMENT

At 11:08 p.m., Councilwoman Ivie made a motion to adjourn the meeting. Councilman Ince seconded the motion, which passed by unanimous vote (4-0).
Mackenzie Wood, City Recorder

10.2.2018

Date Approved

Katie Rust, Recording Secretary
## CITY COUNCIL MEETING

**Tuesday, September 19, 2018**

### Name (Please Print)

- Cameron Smith
- Taylor Sprod
- Tony Moore
- Alice Chambers
- Bruce Cox

### City of Residence

- ULC
- Kaysville
- Lehi
- Centerville

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**Centerville City**

250 North Main • Centerville, Utah 84014 • (801) 295-3477

**City of Centerville Utah**

1948

**Making Life Better**

Centerville City
# Recommended Landscape Architects

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Carbon Architects
CRSA (Cooper Roberts Simonsen), Inc.
Design West Architects (dba ADW)
FKKR Architects/Planners II
Focus Engineering & Surveying, LLC
Frontier Corporation USA
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GSBS Architects PC
Horrocks Engineers, Inc.
IBI Group
J-U-B Engineers, Inc.
Keller-Bliesner Engineering, LLC
Kimley-Horn & Associates, Inc.
Landmark Design, Inc.
Logan Simpson Design, Inc.
McNeil Engineering
McGB+A, Co.
MHTN Architects
Michael baker Jr., Inc.
Project Engineering Consultants
Tectonic Engineering Consultants, P.C.
Think Architecture, Inc.
Trio Design, Inc.
Ward Engineering
Minutes of the Centerville City Council Work Session held Tuesday, September 18, 2018 at 5:30 p.m. at Centerville City Hall, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

Mayor
Clark Wilkinson

Council Members
Tamilyn Fillmore
William Ince (arrived at 5:45 p.m.)
Stephanie Ivie
George McEwan
Robyn Mecham

STAFF PRESENT

Steve Thacker, City Manager
Lisa Romney, City Attorney
Cory Snyder, Community Development Director
Jacob Smith, Management Services Director
Myron Williams, City Building Official
Katie Rust, Recording Secretary

VISITORS

Senator Todd Weiler, Utah State Senate
Rep. Tim Hawkes, Utah House of Representatives
Cameron Diehl, Utah League of Cities and Townes

IMPACT OF BUILDING CODE ON ACCESSORY DWELLING UNITS

The City's Building Official, Myron Williams, briefed the City Council regarding the Building Code's impact on the feasibility of having an accessory dwelling unit (ADU) within an existing home, with the intent to identify Code requirements that might make it costly for a homeowner to convert a part of a home for use as an ADU (presentation available with the agenda on NovusAgenda). A dwelling is defined as any building that contains one or two dwelling units used, intended, or designed to be built, used, rented, leased, let or hired out to be occupied, or that are occupied for living purposes. Dwelling units in two-family dwellings shall be separated from each other by wall and floor assemblies having not less than a 1-hour fire-resistance rating. Mr. Williams emphasized that interpretation of the Code varies by city, with requirements including egress windows in bedrooms, carbon monoxide alarms, independent utility controls, independent power, and separate entrances.

Cameron Diehl with ULCT commented there is a tricky balance with ADUs when trying to accommodate growing housing needs while preserving the historic identity of a community. The group discussed shared versus separate dwelling access scenarios, as well as occupancy restrictions. Councilwoman Fillmore said she believes Code requirements regarding ADUs need clarification at the State level. Councilman McEwan said he is concerned about awareness and enforcement of equal opportunity housing requirements, and a responding comment was made that Fair Housing requirements do not apply if one of the units is owner occupied.

Councilwoman Mecham said she thinks people will be concerned about how many people would be living in an ADU and how many vehicles would be added to a neighborhood. Councilwoman Ivie said she knows of residents who want to be able to have an ADU that is compliant with the law. Councilman McEwan expressed concern with the impact ADUs might
have on property values, and stated there is a certain expectation regarding environment when individuals buy into a single-family neighborhood. Councilwoman Fillmore pointed out the need to balance property rights with the other concerns expressed. Mr. Snyder commented that for most people, the single largest investment is their home. ADUs provide an opportunity for property owners to adapt their investment to different needs at different stages of life. ADUs can also provide an opportunity for a diverse population to integrate. Councilman McEwan said he wants to be inclusionary, but he wants to respect the rights of those who paid for the stability of a certain type of neighborhood.

Councilwoman Fillmore expressed a desire to have sufficient data to make an informed decision. Councilman McEwan responded that for most individuals their perception of reality is reality, regardless of data. Councilman McEwan stated he would hope for a minimum standard building code for ADUs from the State level for communities to work with. Senator Weiler encouraged the Council to tell the Legislators what the impediments are and recommend changes.

**ADJOURNMENT**

The work session was adjoumed at 6:56 p.m.

Mackenzie Wood, City Recorder

Katie Rust, Recording Secretary

Date Approved