

CITY COUNCIL MEETING

MUNICIPAL COMPLEX
DATE: MONDAY, JUNE 5, 2023

PORTSMOUTH, NH
TIME: 7:00PM

On a unanimous voice vote 9-0, Assistant Mayor Kelley moved to close the Non-Public Session and seal the minutes. Seconded by Councilor Moreau and voted.

III. CALL TO ORDER

Mayor McEachern called the meeting to order at 7:00 p.m.

IV. ROLL CALL

PRESENT: Mayor McEachern, Assistant Mayor Kelley, Councilors Tabor, Denton, Moreau, Bagley, Lombardi, Blalock, and Cook

V. INVOCATION

Mayor McEachern asked for a moment of silent prayer.

VI. PLEDGE OF ALLEGIANCE

Mayor McEachern led in the Pledge of Allegiance to the Flag.

PROCLAMATION

1. Juneteenth 2023 in Portsmouth

Mayor McEachern read the Proclamation declaring Juneteenth 2023 in Portsmouth and urged all members of the community to learn more about the Emancipation Proclamation and the history behind this holiday. To join in celebrations, commemorations and other programs and tributes organized by community members including the Black Heritage Trail of NH, the Seacoast African American Cultural Center, Black Lives Matter Seacoast, the Seacoast NAACP, the Racial Unity Team, the Business Association for People of Color and so many others.

Mayor McEachern presented the Proclamation to Nora Lewis and Barbara Ward of the Black Heritage Trail who accepted it with thanks and appreciation.

VII. ACCEPTANCE OF MINUTES – MAY 8, 2023 AND MAY 15, 2023 CITY COUNCIL MEETINGS

Assistant Mayor Kelley moved to accept and approve the minutes of the May 8, 2023 and May 15, 2023. Seconded by Councilor Lombardi and voted.

IX. PUBLIC COMMENT SESSION

Rich Duddy spoke in favor of the Recreation Department budget and its programs.

Roy Helsel spoke to not being able to check out the budget copy from the library for more than a week.

Peter Officer spoke opposed to redevelopment of Sherburne School as workforce housing. He said there are other potential sites that should be considered.

Jim Lee spoke regarding first amendment rights and people's beliefs.

Sue Polidura said the city needs to consider preparing a zero-based budget. She also spoke to her reading the Declaration of Independence in front of the North Church on July 4th.

Sue Sterry provided a brief update on the Cemetery Committee and announced that over 400 headstones have been cleaned in conjunction with the City's 400th Anniversary.

Esther Kennedy said she recently attended the Land Use Committee meeting and was displeased that no public comment was held prior to their decision regarding workforce housing. She expressed her opposition to Portsmouth Housing Authority Director Welch sitting at the table during the Land Use Committee meeting and feels we should look at low-income housing to support people that need such housing.

Petra Huda said she was surprised to read that the city selected Sherburne School for workforce housing. She feels that Portsmouth Housing Authority Director Welch would have a conflict of interest when voting on workforce housing.

Lisa Hagerty-McCann spoke to sidewalks on Union Street being repaired and the bricks not being replaced. She asked that the city consider re-installing the brick sidewalks.

Paige Trace said the issue of workforce housing and how the Portsmouth Housing Authority and Portsmouth Housing Authority Limited are separate entities. She stated the City Council is not listening to the public on this matter. She said the City Council needs to work for the people that voted for you.

Francis Cormier spoke to the monopolizing of the news media on various subject matters. He said there is a fusion of science with politics happening.

Councilor Tabor moved to suspend the rules to bring forward Item XI. A.1. – Town of New Castle Sewer Agreement. Seconded by Assistant Mayor Kelley and voted.

XI. CITY MANGER'S ITEMS WHICH REQUIRE ACTION

A. CITY MANAGER CONARD

1. Town of New Castle Sewer Agreement

City Manager Conard advised the Council that Deputy City Manager Woodland has added more language to the agreement, as requested by the City Council at the last meeting.

Councilor Bagley said we are making the right decision on moving forward with this agreement.

Councilor Tabor said he was struck by the length of the agreement being 20 years. Deputy City Manager Woodland said there is no compelling reason from the city's standpoint and the agreement was set up with efficiencies and improvements that the Town of New Castle would be responsible for.

Councilor Moreau asked about the flow and whether the Town of New Castle would meet those numbers. Deputy City Manager Woodland said that there are no concerns that they would reach the numbers, but regardless, we can handle the flow.

Assistant Mayor Kelley asked about improvements that are needed in the Town of New Castle. Mr. Pool from New Castle spoke to a list of improvements from 2015 that the town is working through currently.

Councilor Cook thanked Deputy City Manager Woodland for the work and advances made to the agreement.

Councilor Bagley said 20 years is a long time and suggested having a 10-year check in. Deputy City Manager Woodland said we will be in contact with the Town of New Castle more than once a year.

Councilor Cook said we have a 45-year relationship with the Town of New Castle and will support the agreement.

Mayor McEachern spoke in support of the agreement and said the goal is for the Town of New Castle investing in their infrastructure.

Councilor Moreau moved to authorize the City Manager to accept all changes to the draft wholesale sewer agreement as proposed, to finalize and execute it. Seconded by Councilor Lombardi and voted.

X. PUBLIC HEARINGS AND VOTE ON ORDINANCES AND/OR RESOLUTIONS

Adoption of Proposed Budget Resolutions:

A. Adoption of Budget Resolutions for Fiscal Year July 1, 2023 through June 30, 2024 (FY24)

- **Resolution No. 9-2023 – Municipal Fees**

City Manager Conard said we are here with a presentation on the budget and informed the City Council that last week our triple A bond rating was retained. She stated we will be looking at the budget over the last five years and its growth.

Finance Director Belanger spoke to the last five years and its unusual nature due to COVID-19. She addressed changes in FY21 – FY23 with the evolution of Information Technology and moving away from outside consultants. She also addressed Economic Development, becoming its own department. She addressed long-standing financial planning. She said all employees received a 4% salary adjustment totaling \$2,389,309 due to inflation and retention efforts. She reviewed the five-year budget history and reported the average increase to the budget was 3.75%.

Assessor Lentz spoke to equalized assessed valuation and said that the Department of Revenue Administration (DRA) adjusts every community's Modified Assessed Valuation annually by the Weighted Mean Sales Ratio. She reported that the Weighted Mean Sales Ratio (equalization ratio) is determined annually by the DRA who conducts a sales ratio study of every community throughout the state using qualified market sales that occurred between October 1 and September 30. She briefly addressed commercial versus residential growth and how that offsets the tax rate.

Finance Director Belanger spoke to the use of fund balance and how that offsets taxes. She reported the budgetary use of fund balance from FY17 to proposed FY24 is \$21,335,879.00 (*at the time of setting the tax rate*).

Councilor Blalock thanked Finance Director Belanger for the presentation and stated he was pleased to see the growth versus tax rate.

Mayor McEachern said we must be mindful that there is less revenue coming in from the state.

Mayor McEachern reopened the budget public hearing and called for speakers.

Paige Trace expressed concern regarding the city having citizens taking the initiative to plant flowers in Commercial Alley because we didn't have the \$1,000.00 to pay for the plantings. She also spoke regarding what she believes to be an inflated budget.

Zelita Morgan said budgets are consequential in many ways and impacts the social fabric of the community. She stated there needs to be more transparency in what is considered affordable to the City Council and the budget process should start at zero percentage. She said we are losing residents because they can no longer afford to live in the city.

Esther Kennedy said this is the number one thing you must do as a City Council, is the budget. She expressed concern with the hiring of an Informational Technology Director rather than continuing to outsource that service.

Petra Huda said that the City Council should be asking for a 3.2% cut in the budget. She expressed her opposition to the use of fund balance because she feels it sends up a red flag, which will affect maintaining a triple A bond rating. She spoke opposed to the addition of 7 new positions this year when last year you increased the budget by 27 new positions.

Shawn Musky expressed his opposition to the Council considering redevelopment of Sherburne School as workforce housing.

With no further speakers, Mayor McEachern declared the public hearing closed.

Mayor McEachern spoke to the appropriation in FY22 on December 21st by the Council of \$2.2 million for the skatepark. He stated that over the last five years the city has used fund balance.

Councilor Bagley said cutting the budget means looking at what you would need to do without. He stated the consensus of the community is to support the budget. He said this is a good budget and he would be supporting it, as presented.

Councilor Tabor spoke in support of the budget and pointed out that inflation is currently 6%-7% and we are only increasing the budget by 3.67%. He said it is important to note that we are losing \$3,800,000.00 in revenue and spoke to the things we will achieve with this budget.

Councilor Blalock said the Council is elected by the taxpayers and he does not take that lightly and the increase we are seeking is less than the rate of inflation.

Councilor Cook spoke to the increase in information technology and the serious security issues we face by not investing in our technology. She stated we need to retain our employees and to do that, we needed to increase wages. She said that this budget is capped below inflation at a 3.67% increase. She commended City Manager Conard and staff for keeping the budget under the rate of inflation.

Mayor McEachern said everyone expects the government to be run like a business, the only difference is we do not go out of business and need employees, good employees and we need to compete for employees. He said we are facing employees leaving for other communities. He said he does not want to spend more than we must, but it is about services. He said he has not heard from residents things that we should cut from the budget.

Councilor Bagley moved to adopt Resolution #9-2023 – Municipal Fees. Seconded by Councilor Tabor.

On a unanimous roll call vote 9-0, motion passed.

- Resolution No. 10-2023 – General Fund Expenditures

Councilor Bagley moved to adopt Resolution #10-2023 - General Fund Expenditures. Seconded by Assistant Mayor Kelley.

On a unanimous roll call vote 9-0, motion passed.

GENERAL FUND EXPENDITURES

Department	Appropriation
General Government	\$25,761,255.00
Police	\$13,392,993.00
Fire	\$10,460,307.00
School	\$60,577,961.00
Collective Bargaining	\$563,000.00
Transfer to Indoor Pool	\$200,000.00
Transfer to Prescott Park	\$243,653.00
Transfer to Community Campus	\$476,443.00
Non-Operating	\$25,607,763.00
Total	\$137,283,375.00

- Resolution No. 11-2023 – Water Fund Expenditures

Councilor Lombardi moved to adopt Resolution #11-2023 – Water Fund Expenditures. Seconded by Councilor Blalock.

On a unanimous roll call vote 9-0, motion passed.

- *Appropriated sum of \$11,944,697.00 to defray expenses for the operations of the water system*
- *Cash requirement of \$12,392,452.00 to defray expenses for the operations of the water system*
- *Water user rate effective July 1, 2023, is \$4.74 per unit for the first 10 units of water consumed per month, and \$5.70 per unit for all units consumed thereafter to yield a portion of revenue to meet the cash requirements for the operation of the City of Portsmouth's water system*
- *Water irrigation user rate effective July 1, 2023, is \$5.70 per unit for the first 10 units of water consumed per month, \$10.76 for consumption over 10 and up to 20 units consumed, and \$13.28 per unit for all units consumed thereafter to yield a portion of revenue to meet the cash requirements for the operation of the City of Portsmouth's water system*

- Resolution No. 12-2023 – Sewer Fund Expenditures

Councilor Moreau moved to adopt Resolution #12-2023 – Sewer Fund Expenditures. Seconded by Councilor Lombardi.

On a unanimous roll call vote 9-0, motion passed.

- *Appropriated sum of \$21,684,216.00 to defray expenses for the operation of the sewer system*
- *Cash requirements of \$24,700,040 for the purpose of principal debt repayment, purchase of assets, and to defray expenses for the operations of the sewer system*
- *Sewer user rate effective July 1, 2023 is \$16.49 per unit for the first 10 units of consumption per month, and \$18.14 per units for all units used thereafter to yield a portion of revenue to meet the cash requirements for the operation of the City of Portsmouth's sewer system*

- Resolution No. 13-2023 – Special Revenues, (Including American Rescue Plan Act (ARPA) Debt Service, Fund and Committed Fund Balances for Necessary Expenditures

Councilor Blalock moved to adopt Resolution #13-2023 – Special Revenues (Including American Rescue Plan Act (ARPA)), Debt Service Fund, and Committed Fund Balance for Necessary Expenditures for the Fiscal Year Ending June 30, 2024. Seconded by Councilor Lombardi.

On a unanimous roll call vote 9-0, motion passed.

- **Appropriated supplemental funding from the General Fund Committed Health Insurance Fund Balance to defray the expenses of Health Insurance costs in excess of General Fund Appropriations for Health Insurance Premiums for Fiscal Year ending June 30, 2024**
- **Appropriated supplemental funding from the General Fund Committed Leave at Termination Fund Balance to defray the expenses of Leave at Termination in excess of General Fund Appropriations for Leave at Termination for Fiscal Year ending June 30, 2024**
- **Appropriated supplemental funding from any other General Fund Committed Fund Balance to defray expenses for Fiscal Year ending June 30, 2024**
- **Appropriated any sums necessary to pay debt service associated with Betterment Assessments, to include principal and interest, from a Debt Service Fund for Fiscal Year ending June 30, 2024**
- **Appropriated in Governmental or Enterprise Funds any Special Revenues received. Special Revenues include, but not limited to, Parking & Transportation, Community Campus, Indoor Pool, Stormwater, Prescott Park, Federal, State, and Local Grants and Donations for Fiscal Year ending June 30, 2024**
- **Appropriated any sums received from Special Revenue Sources, to a maximum of \$38,000,000.00 for the purpose for which such sums may be lawfully expended to include**
- **Appropriation of Special Revenue Funds will include the use of American Rescue Plan Act (ARPA) funds in the amount of \$909,000.00**

- Resolution No. 14-2023 – Investment Policy

Councilor Lombardi moved to adopt Resolution #14-2023 – Investment Policy. Seconded by Councilor Bagley.

On a unanimous roll call vote 9-0, motion passed.

At 9:25 p.m., Mayor McEachern declared a brief recess. At 9:35 p.m., Mayor McEachern called the meeting back to order.

First Reading of Ordinance:

- B. First reading of Ordinance amending Chapter 4, Article I – Food Licensing and Regulations, Section 4.101 – Adoption of the FDA 2022 Food Code, Section 4.102 – Amendments, Additions and Deletions to Food Code, Section 4.103 – Adoption of Specific Parts He-P 2300, as amended, and Section 4.107 – Term of License

Assistant Mayor Kelley moved to pass first reading and schedule a public hearing and second reading for June 20, 2023 City Council meeting. Seconded by Councilor Lombardi and voted.

XI. CITY MANAGER'S ITEMS WHICH REQUIRE ACTION

A. CITY MANAGER CONARD

2. Temporary Construction License for Lucky Thirteen Properties, LLC 147 Congress Street

City Manager Conard said this license is to encumber the sidewalks along Congress Street and Maplewood Avenue that abut 147 Congress Street.

Councilor Cook inquired about signage to direct pedestrians during the upcoming tourist season. City Manager Conard said the Construction Management Plan is part of those items.

Assistant City Attorney Ferrini addressed the various parts of the plan and the license for encumbering the sidewalks. She said signage would be put in place directing pedestrians to safe passageway.

Andy Wilson, subcontractor spoke regarding the project and request for license. He spoke about the Construction Management Plan and outlined the requirements laid out in that plan. He also mentioned that there would be a police detail for the closure requirements.

Mayor McEachern said he would like to see our Economic Development Director/Assistant City Manager Clancy inform businesses of this project. Andy indicated they have sent out over 60 certified letters to businesses regarding the project which was part of the Construction Management Plan.

Councilor Moreau moved to authorize the City Manager to execute and accept the temporary construction license to encumber the sidewalks along Congress Street and Maplewood Avenue that abut 147 Congress Street as requested. Seconded by Councilor Blalock and voted.

XII. CONSENT AGENDA

Councilor Cook requested to remove Item D. from the Consent Agenda to vote on it separately.

- A. Request from James Nadeau, LandVest, to install a Projecting Sign at 56 State Street (*Anticipated action – move to approve the aforementioned Projecting Sign License as recommended by the Planning & Sustainability Director, and further, authorize the City Manager to execute the License Agreement for this request*)

Planning Director's Stipulations:

- *The license shall be approved by the Legal Department as to content and form;*
- *Any removal or relocation of projecting sign, for any reason, shall be done at to the City; and*
- *Any disturbance of a sidewalk, street or other public infrastructure resulting from the installation, relocation or removal of the projecting sign, for any reason shall be restored at no cost to the City and shall be subject to review and acceptance by the Department of Public Works*

- B. Request from Elizabeth Andrews, Market Square Jewelers, to install a Projecting Sign at 124 Congress Street (***Anticipated action – move to approve the aforementioned Projecting Sign License as recommended by the Planning & Sustainability Director, and further, authorize the City Manager to execute the License Agreement for this request***)

Planning Director's Stipulations:

- ***The license shall be approved by the Legal Department as to content and form;***
 - ***Any removal or relocation of projecting sign, for any reason, shall be done at to the City; and***
 - ***Any disturbance of a sidewalk, street or other public infrastructure resulting from the installation, relocation or removal of the projecting sign, for any reason shall be restored at no cost to the City and shall be subject to review and acceptance by the Department of Public Works***
- C. Letter from Cristine More, Wentworth-Douglass Hospital, requesting permission to hold the 10th Annual Seacoast Cancer 5K Festivities at the Pease Tradeport on Saturday, September 23, 2023 and Sunday, September 24, 2023 (***Anticipated action – move to refer to the City Manager with Authority to Act***)

Councilor Moreau moved to adopt the Consent Agenda. Seconded by Councilor Bagley and voted.

- D. Letter from Mike Effenberger, Seacoast Jazz Society, requesting permission to hold a street performance in three locations – the Vaughan all stage, Market Square (by the North Church) and the open space area by the tugboats, for Jazz In The Street on 5 Saturdays this summer (July 1, 2023; July 7, 2023; July 28, 2023; August 5, 2023 and August 19, 2023) from 12:30 p.m. – 2:00 p.m.

Councilor Bagley moved to refer to the City Manager with Authority to Act. Seconded by Councilor Lombardi and voted. Councilor Cook abstained from voting on this matter as she is a member of the Jazz Society.

XIII. PRESENTATIONS AND WRITTEN COMMUNICATIONS

- A. Email Correspondence

Councilor Blalock moved to accept and place on file. Seconded by Assistant Mayor Kelley and voted.

- B. Letter from Sam Accardi, Yellow Fin Events LLC, requesting permission to hold the Bikes & Beers Cycling event with Cisco Brewers to benefit the Bike Walk Alliance of New Hampshire on Saturday, July 22, 2023 at the Pease Tradeport

Councilor Moreau moved to refer to the City Manager with Authority to Act. Seconded by Assistant Mayor Kelley and voted.

- C. Letter from Valerie Rochon, Managing Director, Portsmouth NH 400th, Inc., requesting permission to install lawn signs on municipal property, primarily in gateway areas at the end of June and removed before snow falls as part of the PNH400's overall marketing

Councilor Moreau moved to refer to the City Manager with Authority to Act. Seconded by Assistant Mayor Kelley.

Councilor Denton expressed concern that allowing this request would open to all other organizations wishing to place lawn signs on municipal property.

City Attorney Morrell said the ordinances regarding this matter is not entirely clear on signs on municipal property. She said the ordinance needs clarification and runs the risk of public forum.

Councilor Moreau said we need an update to the sign ordinance.

Mayor McEachern said we allowed signs for PFAS in the past.

City Attorney Morrell said there is contradictory practice by the administration that we need to look at.

Motion passed.

XIV. MAYOR McEACHERN

1. Appointments to be Considered:
 - Appointment of Linnea Grim to the Arts and Nonprofits Committee, President & CEO of Strawberry Banke Museum Representative
 - Reappointment of Jessica Blasko to the Conservation Commission
 - Appointment of Adam Fitzpatrick to the Conservation Commission
 - Reappointment of Abigail Gindele to the Conservation Commission
 - Reappointment of Barbara McMillan to the Conservation Commission
 - Reappointment of Allison Tanner to the Conservation Commission
 - Reappointment of Lynn Vaccaro to the Conservation Commission
 - Appointment of Linnea Grim to the Prescott Park Master Plan Implementation Blue Ribbon Committee

The City Council considered the appointments outlined above and will act upon them at the June 20, 2023 City Council meeting.

2. Appointments to be Voted:
 - Reappointment of David Adams to the Historic District Commission
 - Reappointment of Peter Britz to the Rockingham Planning Commission

Councilor Lombardi moved to reappoint David Adams to the Historic District Commission until June 1, 2026. Seconded by Councilor Blalock and voted.

Councilor Moreau moved to reappoint Peter Britz to the Rockingham Planning Commission. Seconded by Assistant Mayor Kelley and voted.

3. Resignation of Ernie Carrier from the Planning Board

Councilor Moreau moved to accept with regret the resignation of Ernie Carrier from the Planning Board. Seconded by Assistant Mayor Kelley and voted.

XV. CITY COUNCIL MEMBERS

A. COUNCILOR TABOR

1. Portsmouth Community Power launch: June statistics on enrollment and customer savings

Councilor Tabor reported that over 8,000 residents have joined Community Power and informed the Council that this cleaner power is currently saving customers \$29.00 a month for the average user in June and July. He also announced that the rates will reset on August 1st.

B. COUNCILOR MOREAU

1. Report Back on Land Use Committee meeting of June 2, 2023

Councilor Moreau provided a detailed report regarding the June 2nd meeting of the Land Use Committee. She spoke to the presentation by Portsmouth Housing Authority Executive Director Welch and Adam Ruedig, President of PHA Housing Development, Limited Directors regarding workforce housing.

Assistant Mayor Kelley said when the committee was formed, we were not just there to tackle the housing matter. She said we need to decide what are the best next steps and does the city spend money moving forward. She said we are looking for guidance from the Council because of funds needing to be expended to move this matter forward. She said the Sherburne property is a good place for affordable housing and we need to make affordable housing a priority in the city. She said if we use the site and remove the softball field, we will build another field. Assistant Mayor Kelley said we will make sure that the building remains if not for housing, we look at what other alternatives. She stated we must include all residents in the discussions moving forward on this matter.

Councilor Blalock spoke to the discussion that the Land Use Committee had on workforce housing. He said having Portsmouth Housing Authority Executive Director Welch at the meeting was informative. He said he feels that the Sherburne property is the best path forward.

Councilor Bagley spoke to Sherburne being the property which rose to the top in discussions. He said we want to move forward on this and engage the neighborhood. He said if there is a desire to move forward with a non-profit for development, he would encourage the use of Portsmouth Housing Authority because of their experience.

Mayor McEachern said we have an opportunity to build affordable housing and when it comes to Portsmouth Housing Authority, they are the creators of public housing. He said he looks forward to a motion to set us on a path forward. He stated he would like to hear from the Portsmouth Housing Authority at the next City Council meeting and set up a Blue Ribbon Committee around this matter.

Councilor Denton moved to suspend the rules to continue the meeting beyond 10:30 p.m. Seconded by Assistant Mayor Kelley and voted.

Councilor Bagley moved to invite Portsmouth Housing Authority to provide a presentation at the June 20, 2023 City Council meeting reporting on options for the Sherburne School site, taking into account the feedback we received during the previous work session held at the Sherburne School site. Seconded by Councilor Moreau.

Councilor Denton moved to amend the motion that city staff provide estimates for engineering costs of the site. Seconded by Councilor Lombardi and voted.

Discussion followed regarding Portsmouth Housing Authority applying for tax credits.

Councilor Moreau suggested that we seek the assistance of our Housing Navigator as part of the plan forward.

Main motion passed as amended.

XVI. APPROVAL OF GRANTS/DONATIONS

- A. Acceptance of Donation to the Senior Activity Center from service Credit Union to support refreshments for our Veterans Coffee Afternoons - \$1,200.00

Assistant Mayor Kelley moved to approve and accept the donation as presented. Seconded by Councilor Bagley and voted.

- B. Acceptance of Donation to the Skateboard Park from Lisa Morse - \$1,000.00

Councilor Blalock moved to approve and accept the donation as presented. Seconded by Councilor Lombardi and voted.

XVIII. MISCELLANEOUS BUSINESS INCLUDING BUSINESS REMAINING UNFINISHED AT PREVIOUS MEETING

Mayor McEachern announced that this weekend is Market Square Day and he will be running in the Market Square race this year. He also spoke to the Mayor's Bike Ride occurring on Sunday, June 11, 2023. He congratulated all Portsmouth High School seniors that will be graduating on Friday, and briefly spoke to the 400th Parade held over the weekend. He extended his thanks and appreciation to everyone for their involvement and efforts made for a great event.

Councilor Moreau expressed her thanks to Trevor Bartlett, Brinn Sullivan, Monte Bonhanan and Russ Grazier for their work on the parade.

XIX. ADJOURNMENT

At 10:50 p.m., Councilor Bagley moved to adjourn. Seconded by Assistant Mayor Kelley and voted.

A handwritten signature in black ink that reads "Kelli L. Barnaby". The signature is written in a cursive, flowing style.

KELLI L. BARNABY, MMC/CNHMC
CITY CLERK