

CANTON CITY COUNCIL

President Kristen Bates Aylward

Council At Large:

James Babcock - **Asst. Majority Leader**
Louis Giavasis
Crystal Smith

Mailing Address:

218 Cleveland Ave. SW
Canton, Ohio 44702
(330) 489-3223
www.CantonOhio.gov



Ward Council Members:

Greg Hawk, Ward 1
Brenda Kimbrough, Ward 2
Jason Scaglione, Ward 3
Chris Smith, Ward 4
Robert Fisher, Ward 5
Jonathan Cooks, Ward 6
John Mariol, Ward 7 - **Majority Leader**
Richard Sacco, Ward 8
Frank Morris, Ward 9

FINAL AGENDA
December 2, 2024
7:00 PM

ROLL CALL: ELEVEN MEMBERS PRESENT

MOTION TO EXCUSE MEMBERS: MEMBER HAWK ABSENT

INVOCATION: CRYSTAL SMITH, COUNCIL MEMBER-AT-LARGE

PLEDGE OF ALLEGIANCE: PRESIDENT BATES ALYWARD

AGENDA CORRECTIONS & CHANGES: (SUSPENDED RULE 22A TO ADD 1ST RDG O#21; ADD 2ND RDG O#22 - O#25; O#21 ADOPTED ON 1ST RDG)

PUBLIC HEARINGS: 7:00 PM - AN ORDINANCE AUTHORIZING CANTON TO ANNEX THE TERRITORY KNOWN AS THE CANTON SERVICE CENTER - 30TH ST NE - 2024 ANNEXATION AREA CONTAINING APPROXIMATELY 1.052 ACRES; ASSIGNING SAID TERRITORY TO WARD 6 OF THE CITY; ZONING SAID TERRITORY AS I-1 LIGHT INDUSTRY; EMERGENCY (NO SPEAKERS) SEE O#242/2024

OLD BUSINESS: NONE

INFORMAL RESOLUTIONS:

1. PERSONNEL COMMITTEE: CONFIRM REAPPT OF MR. DONN ANGUS TO STARK COUNTY REGIONAL PLANNING COMMISSION COMMENCING 1/1/25 TO 12/31/26. - ADOPTED
2. PERSONNEL COMMITTEE: CONFIRM REAPPT OF MR. TIM MILLER TO ZONING BOARD OF APPEALS COMMENCING 1/1/25 TO 12/31/27. - ADOPTED
3. PERSONNEL COMMITTEE: CONFIRM REAPPT OF GEORGIA PAXOS TO ARCHITECTURAL REVIEW BOARD COMMENCING 1/1/25 TO 12/31/28. - ADOPTED
4. PERSONNEL COMMITTEE: CONFIRM REAPPT OF DARREN ELLIOTT TO CANTON CONSTRUCTION BOARD COMMENCING 1/1/25 TO 12/31/27. - ADOPTED

5. PERSONNEL COMMITTEE: CONFIRM REAPPT OF JON KUHNASH TO CANTON CONSTRUCTION BOARD COMMENCING 1/1/25 TO 12/31/27. - ADOPTED
6. PERSONNEL COMMITTEE: CONFIRM APPT OF MR. TED JOHNSON TO CANTON TREE COMMISSION COMMENCING 12/2/24 TO 12/31/25. - ADOPTED
7. PERSONNEL COMMITTEE: CONFIRM REAPPT OF MS. JILL PFEIFFER-WARD TO CANTON TREE COMMISSION BOARD COMMENCING 1/1/25 TO 12/31/26. - ADOPTED
8. PERSONNEL COMMITTEE: CONFIRM REAPPT OF MR. CARL BLISS TO CANTON TREE COMMISSION COMMENCING 1/1/25 TO 12/31/26. - ADOPTED

COMMUNICATIONS:

9. AMEND APPROP O#61/2024; EMERGENCY (VARIOUS SUPP APPROPS AND SUPP APPROP TRFS). - FINANCE DIRECTOR CROUSE
10. REQ APPT OF MS. LISA LUCAS TO FAIR HOUSING COMMISSION COMMENCING 1/1/25 TO 12/31/25. - MAYOR SHERER
11. REQ RE-APPT OF MR. DAVID PATTERSON TO BOARD OF BUILDING APPEALS COMMENCING 1/1/25 TO 12/31/27. - MAYOR SHERER
12. AUTH CIVIC CENTER RESTROOM AND PARKING LOT EXPANSION; EMERGENCY (SUPP APPROP FR 2175 COMPREHENSIVE PLAN IMPLEMENT FUND TO 2175 203001 CIVIC CENTER - ADMIN. - OTHER). - SERVICE DIRECTOR HIGHMAN
13. AUTH 2025 INTERNET AUCTIONS - GOVDEALS (LIQUIDITY SERVICE OPERATIONS LLC); EMERGENCY. - SERVICE DIRECTOR HIGHMAN

FIRST READINGS:

14. AUTH MAYOR OR SERV DIR TO ENTER JOB CREATION, RETENTION AND NET PROFITS TAX INCENTIVE AGMT WITH SCHULMAN, ROTH & ASSOCIATES CO., LPA; EMERGENCY. - FINANCE COMMITTEE
15. ADOPT TEMP APPROPS FOR OPERATING AND CAPITAL EXPENDITURES OF CITY OF CANTON FOR FISCAL YR 2025; EMERGENCY (VARIOUS APPROPS AND TRFS). – FINANCE COMMITTEE
16. AUTH MAYOR OR SAF DIR TO ENTER THREE YEAR PROF SERVS AGMT WITH MR. CHARLES CORCORAN, ARCHITECT DBA OAK GROUP, LLC TO SERV AS CHIEF BUILDING OFFICIAL IN AN AMOUNT NOT TO EXCEED \$83,200 PER YR WITH 5% INCREASE ANNUALLY IN YRS 2 & 3; EMERGENCY - PERSONNEL COMMITTEE
17. AUTH MAYOR OR SERV DIR TO ADVERTISE, RECEIVE BIDS, AWARD, AND ENTER CONTRACTS FOR CONSTRUCTION OF CLEVELAND AVE. NW

RESURFACING PROJ - GP 1283; AUTH AUDITOR TO PAY MORAL OB;
EMERGENCY. - FINANCE COMMITTEE

18. AMEND O#68/2019, 100/2011 AND OTHER ORDINANCES INCONSISTENT WITH UPDATED POLICIES ESTABLISHED AS PERSONNEL GUIDELINES FOR RECRUITING, HIRING, AND RETAINING NON-BARGAINING PERSONNEL WITHIN CITY; EMERGENCY. - JUDICIARY COMMITTEE
19. AUTH MAYOR, SERV DIR AND SAF DIR TO ENTER AGMT FOR, FUNDS FROM POTENTIAL FUNDING SOURCES FOR VARIOUS CITY PROJ; EMERGENCY. - FINANCE COMMITTEE
20. AUTH MAYOR AND/OR SERV DIR AND SAF DIR TO ADVERTISE, RECEIVE BIDS, AWARD AND ENTER VARIOUS CONTRACTS FOR SUPPLY EQUIPMENT, ITEMS, MATERIALS, SUPPLIES AND SERVS; ENTER PROF SERVS CONTRACTS; ENTER CONTRACTS WITH QUALIFIED NONPROFIT AGENCIES; ENTER CONTRACT FOR PURCHASE OF SUPPLY EQUIPMENT, ITEMS, MATERIALS, SUPPLIES, AND SERVS; ENTER CHANGE ORDERS AND/OR CONTRACT AMENDMENTS FOR PURCH DURING 2025; WAVE INF. RES. REQUIREMENTS; AUTH AUDITOR TO PAY ALL MORAL OBS; EMERGENCY. - FINANCE COMMITTEE

(COUNCIL RECESSED AT 7:15PM FOR THE FINANCE COMMITTEE TO DISCUSS O#21; RECONVENED AT 7:18 PM)

21. **241/2024** AUTH MAYOR OR SAF DIR TO ENTER AGMT FOR \$85,350 IN GRANT FUNDS FR SUMMIT COUNTY SHERIFF'S OFFICE ENTER AGMT WITH SARCHIONE FORD OF ALLIANCE FOR PURCH OF TWO 2025 POLICE INTERCEPTOR FORD EXPLORERS IN TOTAL AMT NOT TO EXCEED \$109,730; EMERGENCY. - FINANCE COMMITTEE*

***ORDINANCES AND FORMAL RESOLUTIONS FOR FIRST READING VOTE**

SECOND READINGS: (SUSPENDED RULE 22A TO ADD 2ND RDG O#22 - O#25)

22. AUTH LAW DIR. TO DISTRIBUTE COPIES OF OCTOBER 2024 SUPPLEMENT TO THE CANTON COD ORD. TO PUB OFFICIALS AND PUB INSTITUTIONS; TO AFFIX PRICE FOR SALE OF SAME; EMERGENCY. - JUD
23. AUTH EDITING AND INCLUSION OF VARIOUS COMPONENT CODES OF THE COD ORD OF CANTON; EMERGENCY. - JUD
24. AUTH WAGE INCREASE OF 4% FOR MGMT AND NON-BARGAINING UNIT PERS EMPLOYED BY CITY AS OF 1/1/25; EMERGENCY. - PERS
25. AMEND O#10/2024, AS AMENDED, TO ESTABLISH EXHIBIT AS CLASSIFICATION PLAN HUMAN RES. DEPT'S FOR MANAGEMENT AND NON-BARGAINING UNIT PERSONNEL EMPLOYED BY CITY OF CANTON; EMERGENCY. - PERS

***ORDINANCES AND FORMAL RESOLUTIONS FOR SECOND READING VOTE**

THIRD READINGS:

26. **242/2024** AUTH CANTON TO ANNEX TERRITORY KNOWN AS THE CANTON SERVICE CENTER - 30TH ST. NE - 2024 ANNEXATION AREA CONTAINING APPROX 1.052 ACRES, MORE OR LESS; ASSIGNING SAID TERRITORY TO WARD 6 OF CITY; ZONING SAID TERRITORY AS I-1 LIGHT INDUSTRY; EMERGENCY. **PUB HRG 12/2/24 @ 7:00 PM**
27. **243/2024** AUTH MAYOR OR SERV DIR TO CONVEY CITY-OWNED REAL PROP TO THE CANTON COMMUNITY IMPROVEMENT CORP; EMERGENCY (PARCEL NOS. 206004 & 206005, 4TH ST. NW AND BEDFORD AVE. NW).
28. **244/2024** AUTH MAYOR OR SERV DIR TO ENTER ARPA SUBWARD AGMT WITH CANTON COMMUNITY IMPROVEMENT CORP IN AN AMT NOT TO EXCEED \$350,000; EMERGENCY (GREATER SHORB NEIGHBORHOOD).
29. **245/2024** AUTH MAYOR OR SERV DIR TO ENTER PROF SERVS CONTRACT IN ESTIMATED AMT OF \$200,000 WITH BURGESS & NIPLE, LTD., ADVERTISE, RECEIVE BIDS, AWARD, AND ENTER ONE OR MORE CONTRACTS FOR MAPLE AVE. SEWER REPLACEMENT PROJ - GP 1374; AUTH AUDITOR TO PAY MORAL OB FOR CONTRACT CHANGE ORDERS; EMERGENCY.

COMMITTEE MEETINGS:

MONDAY, DECEMBER 9, 2024 IN COUNCIL CHAMBERS @ 6:15 PM

FINANCE COMMITTEE
PERSONNEL COMMITTEE
JUDICIARY COMMITTEE

SKYLINE TERRACE UPDATE PRESENTATION

PUBLIC SPEAKS: SYKLARK BRUCE SPOKE ABOUT HER CONCERNS WITH OFFICIALS THAT ARE APPOINTED TO CURRENT CASES IN THE CITY. CASSANDRA WHITE SPOKE ABOUT A YOUNG MAN WHO PASSED ON THANKSGIVING IN AKRON, AND HOW AKRON POLICE DEPARTMENT HANDLED IT. SKYLARK AND CASSANDRA BOTH INVITED THE COMMUNITY TO COME TO A CANDLELIGHT VIGIL IN SKYLINE TERRACE FOR ZACHARY FORNASH. JUSTIN NICELY SPOKE ABOUT HIS CONCERNS WITH THE CITY'S PROCEDURES.

MISCELLANEOUS BUSINESS: PRESIDENT BATES AYLWARD ASKED FOR A MOMENT OF SILENCE FOR BUTCH KRAUSE. MEMBER MORRIS SHARED HIS CONDOLENCES AND THE IMPACT MR. KRAUSE HAD ON HIM. HE ALSO INVITED EVERYONE TO ATTEND THE RENAMING OF THE FAIRHOPE NATURE PRESERVE TO THE "DAVID R. DOUGHERTY NATURE PRESERVE" ON SATURDAY, DECEMBER 7TH AT 11:30 AM. MEMBER SMITH INFORMED EVERYONE SHE IS DOING THE UNFORGETTABLE CHRISTMAS AT EDWARD PEELE COLEMAN CENTER ON DECEMBER 21ST FROM 1PM - 3PM. THEY ARE ALSO DOING A TOY DRIVE. COMMUNICATION DIRECTOR CHRISTIAN TURNER, INFORMED EVERYONE THAT THE CITY WILL BE LIGHTING THE CHRISTMAS TREE ON DECEMBER 5TH AT 5:45 PM, BEFORE LIGHT UP DOWNTOWN. SHE ALSO STATED THAT CANTON PARKS AND RECREATION ARE BRINGING BACK HOLIDAY HAYRIDES THROUGH STADIUM PARK ON DECEMBER 12TH AND 13TH. ECONOMIC DEV DIRECTOR HARDESTY SHARED

INFORMATION ON THE CITY'S COLLABORATION WITH CANTON FOR ALL PEOPLE TO
CREATE MORE AFFORDABLE HOUSING IN THE SHORB NEIGHBORHOOD.

ADJOURNMENT: 7:41 PM

THE NEXT REGULAR COUNCIL MEETING: MONDAY, DECEMBER 9, 2024 @ 7:00 PM

12/2/24
#9
SLJ

THE CITY OF

CANTON, OHIO



WILLIAM V. SHERER II, MAYOR

November 26, 2024

Canton City Council
218 Cleveland Ave SW
Canton, Ohio 44702

OKAY TO PREPARE LEGISLATION:

Dear Madame President and Honorable Members of Canton City Council:

We have entered the time of year when it's necessary to make adjustments to some accounts that we have discovered to be out of balance or short on funds. This is a lengthy list and most relate to the annual wage increases with several other miscellaneous adjustments.

Therefore, I hereby request legislation that does the following:

1. Amends appropriation Ordinance No. 61/2024 with the following supplemental appropriations and supplemental appropriation transfers:

Appropriation Transfers

FROM: 1001 101001 Safety Director – Payroll	(\$3,000.00)
FROM: 1001 103501 Central Communications – Payroll	(\$17,000.00)
FROM: 1001 201201 Purchasing – Payroll	(\$3,500.00)
FROM: 1001 202210 Public Works – Payroll	(\$16,750.00)
FROM: 1001 204010 Building Maintenance – Payroll	(\$10,000.00)
FROM: 1001 501001 Mayor - Admin – Payroll	(\$6,000.00)
FROM: 1001 504010 Information Technology – Payroll	(10,000.00)
TO: 1001 102001 Police - Admin – Payroll	\$66,250.00

FROM: 4501 202001 Engineering Admin – Other	(\$400,000.00)
TO: 4501 205003 Sign and Paint Bldg Project – Other	\$400,000.00

FROM: 5604 205002 Sanitation Building – Other	(\$350,000.00)
TO: 5604 205003 Sign and Paint Bldg Project – Other	\$350,000.00

Supplemental Appropriations

FROM: 2111 104020 Traffic Sign and Paint – Other	(\$10,000.00)
FROM: 2111 202001 Engineering – Admin – Other	(\$20,000.00)
FROM: 2111 202210 Public Works – Payroll	(\$85,000.00)
FROM: 2111 202210 Public Works – Other	(\$19,000.00)
TO: Unappropriated balance of 2111 Street Maintenance Fund	\$134,000.00



FROM: 2211 506001 Community Development – Other	(\$2,772,816.00)
TO: Unappropriated balance of 2211 Community Development Fund	\$2,772,816,.00
FROM: 2214 506001 Community Development – Other	(\$3,696,421.00)
FROM: 2214 506020 COVID-19 Stimulus – Other	(\$2,500,000.00)
TO: Unappropriated balance of 2214 Home Fund	\$6,196,421.00
FROM: 2219 506001 Community Development – Other	(\$223,669.00)
TO: Unappropriated balance of 2219 Emergency Shelter Grant Fund	\$223,669.00
FROM: 2424 701001 Judges - Admin – Other	(\$5,548.00)
TO: Unappropriated balance of 2424 Legal Research Fund	\$5,548.00
FROM: 2821 701001 Judges - Admin – Payroll	(\$34,631.00)
FROM: 2821 701001 Judges - Admin – Other	(\$10,000.00)
TO: Unappropriated balance of 2821 Community Corrections Fund	\$44,631.00
FROM: 2822 103001 Fire - Admin – Other	(\$6,750.00)
TO: Unappropriated balance of 2822 ARPA 1 st Respond Wellness Fund	\$6,750.00
FROM: 5701 101501 Code Enforcement – Payroll	(\$49,747.00)
TO: Unappropriated balance of 5701 Building Code Fund	\$49,747.00
FROM: 7501 801001 Auditor Admin – Other	(\$7,783.00)
TO: Unappropriated balance of 7501 Auditor’s Transfer Fund	\$7,783.00
FROM: Unappropriated balance of 7502 Payroll Clearing Fund	(\$150,000.00)
TO: 7502 801001 Auditor Admin – Other	\$150,000.00

2. Declares this ordinance to be an emergency measure.

Furthermore, I am asking for **Second reading passage on December 16, 2024**, since many of these items are payroll related. If there are any questions, do not hesitate to contact me.

Sincerely,



Mark Crouse
Finance Director

cc: William V Sherer II, Mayor
Richard A. Mallonn II, Auditor
Jason Reese, Law Director
John Highman, Director of Public Service
Andrea Perry, Director of Public Safety

12-2-24
CHIO
PERS

THE
CITY OF

CANTON, OHIO



WILLIAM V. SHERER II, MAYOR

November 25, 2024

Canton City Council
Council Chambers
Canton, OH 44702

OKAY TO PREPARE LEGISLATION:

Dear Madam President and Honorable Members:

I am respectfully requesting Council authorization of the appointment of Ms. Lisa Lucas to the Fair Housing Commission.

In accordance with Codified Ordinance 515.05, Ms. Lucas is qualified for this position as her principal place of business is in the Canton City. She is an active member of the community and I am confident she will serve the Commission well.

Ms. Lucas will fill the seat formerly held by Ms. Janette Ksiazek. Ms. Lucas' term will commence on January 1, 2025, and expire on December 31, 2025.

Thank you for your attention to this matter.

Sincerely,

William V. Sherer II
Mayor

cc: Fair Housing Manager
Law
File



12-2-24
CALL
PEKS

THE
CITY OF

CANTON, OHIO



WILLIAM V. SHERER II, MAYOR

OKAY TO PREPARE LEGISLATION:

November 25, 2024

Canton City Council
Council Chambers
Canton, OH 44702

RE: Reappointment of Mr. David Patterson to the Board of Building Appeals

Dear Madam President and Honorable Members:

I am respectfully requesting Council authorization of the reappointment of Mr. David Patterson to the Board of Building Appeals.

Mr. Patterson has proven to be consistently reliable and contributing members to the Board of Building Appeals. His new term will commence January 1, 2025, and expire on December 31, 2027.

Thank you for your assistance into this matter.

Sincerely,

William V. Sherer II
Mayor

cc: File
Law Department
JR Rinaldi, Building Department
Andrea Perry, Director Public Safety



12-2-24
CHZ
FLW

THE
CITY OF

CANTON, OHIO



WILLIAM V. SHERER II, MAYOR

November 25, 2024

Canton City Council
Council Chambers
Canton, OH 44702

OKAY TO PREPARE LEGISLATION:

RE: Request for Legislation – Civic Center Restroom and Parking Lot Expansion

Dear Madam President and Honorable Members:

As you know, we have been working on moving forward with multiple upgrades to the Canton Memorial Civic Center. The next phase of improvements is to include the expansion of the restroom and parking lot on the north side of the building. Initial estimates for the project in total are approximately \$700,000.00. In order to facilitate this project, the City has acquired the vacant building/lot that previously housed an Arby's restaurant, and it is scheduled for demolition. Additionally, we have been awarded \$250,000.00 in State capital funds to help offset a portion of the cost. In order to move this forward, we need to work through the formal design process. Sol Harris/Day Architecture, Inc. will continue to provide these needed services as they were selected utilizing the qualifications-based selection process for the Civic Center assessment, plan, and resulting projects. The cost for the design and construction oversight is \$77,152.00. A supplemental appropriation is needed for this contract. A future supplemental appropriation will be requested for the construction portion of the project once final design numbers have been completed.

Therefore, I hereby request legislation that does the following:

1. Authorizes the Mayor and/or Director of Public Service to advertise, receive bids, award, and enter into one or more construction contracts for the Canton Memorial Civic Center restroom and north parking lot expansion project.
2. Authorizes the Mayor and/or Director of Public Service to enter into one or more contracts for this project utilizing any procurement process authorized by law.
3. Authorizes the Mayor and/or Director of Public Service to enter into a design and construction oversight contract with Sol Harris/Day Architecture, Inc. in an amount not to exceed \$77,152.00.
4. Authorizes and directs the Auditor to pay any and all moral obligations for contract change orders that are otherwise approved by the Board of Control pursuant to Canton Codified Ordinance 105.14 within the established dollar amount thresholds for the above-named project.



5. Amends the 2025 temporary appropriations ordinance, as amended, with the following supplemental appropriation of \$77,152.00.

FROM: Unappropriated balance of the 2175 Comprehensive Plan Implement Fund

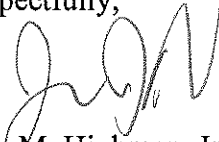
TO: 2175 203001 Civic Center - Administration - Other

6. Authorizes the Auditor to draw warrants upon receipt of vouchers duly approved by the proper departmental authority.

7. Declares this ordinance to be an emergency measure.

Please do not hesitate to contact me if you have any questions. Thank you for your consideration.

Respectfully,



John M. Highman, Jr.
Director of Public Service

cc: William V. Sherer II, Mayor
Mark Crouse, Finance Director
Blake Schilling, Civic Center General Manager
Donn Angus, Director of Planning
Andrew Roth, Director of Purchasing
Jason Reese, Law Director
John Slebodnik, Chief Deputy Auditor

2025-03-10 10:00 AM

Page 2 of 2

2025-03-10 10:00 AM

12-2-24
CHB
FIN

THE CITY OF

CANTON, OHIO



WILLIAM V. SHERER II, MAYOR

November 25, 2024

Canton City Council
Council Office
Canton, OH 44702

OKAY TO PREPARE LEGISLATION:

RE: Request for Legislation – 2025 Internet Auctions – GovDeals (Liquidity Services Operation LLC)

Dear Madam President and Honorable Members:

In early 2020, Council passed legislation to test the use of internet auctions pursuant to Ohio Revised Code (ORC) 721.15 (D). For several years, this has been successful and is now our primary mode by which we dispose of property no longer needed for municipal purposes. In 2024 the City conducted a Request for Proposal for the City's overall auction services. The City received three proposals, KIKO, JJ Kane and GovDeals. After analysis of the three proposals, the proposal offered by GovDeals could potentially save the City on average of 12.5% (average of \$77,000) annually based on an assessment of auctions completed in the previous five years.

In order to move forward with this addition, Council must pass authorizing legislation on an annual basis containing the information outlined below.

Therefore, I hereby request legislation that does the following:

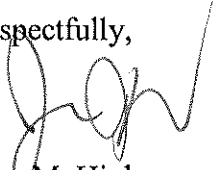
1. Authorizes the appropriate appointing authority, during calendar year 2025, to sell City owned personal property which is not needed for public use, or is obsolete or unfit for the use for which it was acquired, by internet auction pursuant to Ohio Revised Code 721.15 (D).
2. Authorizes the internet auctions to be conducted under the authority and direction of the Director of Public Service and/or his designee(s).
3. Authorizes internet auctions to be conducted by GovDeals (Liquidity Services Operation LLC) internet auction service, 100 Capitol Commerce Blvd., Suite 110, Montgomery, AL 36117.
4. Requires that all internet auction sales be conducted pursuant to the rules and regulations promulgated and in effect for GovDeals.com.
5. Requires that for each internet auction sale, bidding shall remain open for not less than ten (10) days, including Saturdays, Sundays and legal holidays.
6. Authorizes the Director of Public Service and/or his designee(s) to establish minimum prices for items being sold via internet auction.



7. Requires prior to the performance of any internet auction that the Director of Public Service and/or his designee(s) provide notices to be advertised and posted pursuant to Ohio Revised Code 721.15 (D).
8. Declares this ordinance to be an emergency measure.

Please do not hesitate to contact me if you have any questions. Thank you for your consideration.

Respectfully,



John M. Highman, Jr.
Director of Public Service

cc: William V. Sherer II, Mayor
Andrew Roth, Director of Purchasing
John Slebodnik, Chief Deputy Auditor
Jason Reese, Law Director

2011 OCT 11 10:11 AM

2011 OCT 11 10:11 AM