

**MINUTES - REGULAR MEETING
SANTA MARIA CITY COUNCIL**

**CITY HALL COUNCIL CHAMBERS
SANTA MARIA, CALIFORNIA**

DECEMBER 6, 2016

CALL TO ORDER:

Mayor Patino called the meeting to order at 6:30 p.m.

ROLL CALL:

MEMBERS PRESENT

Councilmembers Boysen, Orach, Waterfield, Zuniga, and Mayor Patino.

INVOCATION:

Greg Burtnett of Grace Baptist Church gave the Invocation.

PLEDGE OF ALLEGIANCE TO THE FLAG:

Councilmember Orach led the Pledge of Allegiance.

STAFF MEMBERS PRESENT

City Manager Haydon, City Attorney Trujillo, Director of Human Resources & Records Anderson, Director of Community Development Appel, Fire Chief Champion, Police Commander Hansen, Director of Finance Harvey, Director of Public Works Kahn, Assistant City Attorney Mollenkopf, Director of Recreation & Parks Posada, Director of Utilities Springer, Deputy City Manager Stilwell, and Deputy City Clerk Cleary.

1. PROCLAMATIONS/COMMENDATIONS/PRESENTATIONS:

A. RETIREMENT RESOLUTION – KATCHO ACHADJIAN

Resolution No. 2016-146 honoring and commending Assemblymember Katcho Achadjian for 18 years of dedicated public service, was adopted on motion by Mayor Patino, seconded by Councilmember Orach, and carried on the following vote: 5-0

AYES: Councilmembers Boysen, Orach, Waterfield, Zuniga, and Mayor Patino

NOES: None

ABSENT: None

ABSTAIN: None

Resolution No. 2016-146 adopted. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA MARIA, CALIFORNIA, COMMENDING KATCHO ACHADJIAN, CALIFORNIA STATE ASSEMBLYMEMBER, FOR HIS YEARS OF DEDICATED PUBLIC SERVICE.

B. RETIREMENT RESOLUTION – LARRY APPEL

Resolution No. 2016-147 honoring and commending Director of Community Development Larry Appel for more than 7 years of dedicated service to the City of Santa Maria, was adopted on motion by Councilmember Boysen, seconded by Councilmember Waterfield, and carried on the following vote: 5-0

AYES: Councilmembers Boysen, Orach, Waterfield, Zuniga, and Mayor Patino

NOES: None

ABSENT: None

ABSTAIN: None

Resolution No. 2016-147 adopted. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA MARIA, CALIFORNIA, COMMENDING LARRY APPEL, DIRECTOR OF COMMUNITY DEVELOPMENT, FOR HIS YEARS OF DEDICATED PUBLIC SERVICE.

C. RETIREMENT RESOLUTION – ZEKE MORENO

Resolution No. 2016-148 honoring and commending Code Compliance Supervisor Zeke Moreno for his 14 years of dedicated service to the City of Santa Maria, was adopted on motion by Councilmember Orach, seconded by Councilmember Boysen, and carried on the following vote: 5-0

AYES: Councilmembers Boysen, Orach, Waterfield, Zuniga, and Mayor Patino
NOES: None
ABSENT: None
ABSTAIN: None

Resolution No. 2016-148 adopted. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA MARIA, CALIFORNIA, COMMENDING CODE COMPLIANCE SUPERVISOR ESEQUIEL MORENO FOR 14 YEARS OF OUTSTANDING SERVICE TO THE CITY OF SANTA MARIA.

D. RETIREMENT RESOLUTION – CLARK CASHMORE

Resolution No. 2016-149 honoring and commending Risk Manager/Business License Inspector Clark Cashmore for more than 26 years of dedicated service to the City of Santa Maria, was adopted on motion by Councilmember Waterfield, seconded by Councilmember Orach, and carried on the following vote: 5-0

AYES: Councilmembers Boysen, Orach, Waterfield, Zuniga, and Mayor Patino
NOES: None
ABSENT: None
ABSTAIN: None

Resolution No. 2016-149 adopted. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA MARIA, CALIFORNIA, COMMENDING CLARK CASHMORE, RISK MANAGER/BUSINESS LICENSE INSPECTOR, FOR HIS YEARS OF DEDICATED SERVICE.

E. RETIREMENT RESOLUTION – BOB MATHEWS

Resolution No. 2016-150 honoring and commending Fleet Services Supervisor Bob Mathews for 32 years of dedicated service to the City of Santa Maria, was adopted on motion by Councilmember Zuniga, seconded by Councilmember Orach, and carried on the following vote: 5-0

AYES: Councilmembers Boysen, Orach, Waterfield, Zuniga, and Mayor Patino
NOES: None
ABSENT: None
ABSTAIN: None

Resolution No. 2016-150 adopted. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA MARIA, CALIFORNIA, COMMENDING BOB MATHEWS, FLEET SERVICES SUPERVISOR, FOR HIS 32 YEARS OF DEDICATED SERVICE.

2. PUBLIC COMMENT PERIOD

There were no requests to speak.

3. CONSENT CALENDAR:

Councilmembers Boysen and Waterfield recused themselves from voting on Item 3C (Warrants) due to a financial conflict of interest.

Consent Calendar Items 3A through 3I were approved (except Item 3C), on motion by Councilmember Orach, seconded by Councilmember Zuniga, and carried on the following vote: 5-0

AYES: Councilmembers Boysen, Orach, Waterfield, Zuniga, and Mayor Patino
NOES: None
ABSENT: None
ABSTAIN: None

Consent Calendar Item 3C only (warrants) was approved, on motion by Councilmember Orach, seconded by Councilmember Zuniga, and carried on the following vote: 3-0-2

AYES: Councilmembers Orach, Zuniga, and Mayor Patino
NOES: None
ABSENT: None
ABSTAIN: Councilmembers Boysen and Waterfield

A. ORDINANCES

The reading in full of all ordinances and resolutions was waived. Ordinances on the Consent Calendar were adopted by the same vote cast at the first reading unless City Council indicated otherwise.

B. MINUTES

The Minutes of the Regular Meeting of the City Council of November 15, 2016, were approved as submitted.

C. WARRANTS

Warrant Nos. 203933 to 204503 totaling \$3,456,110.01 were ordered ratified subject to having been certified as being in conformity with the budget and having been approved for payment by the Director of Finance. Warrant Nos. 196274, 198238, 203245, and 204090 were cancelled.

D. PAYROLL

Payment of payroll was ordered ratified subject to having been certified by the proper Department Heads, as shown on records on file in the Department of Finance and having been approved for payment by the Director of Finance.

E. APPOINTMENT OF DEPUTY CITY TREASURER

The City Council approved the recommendation of the City Treasurer to appoint, by Minute Order, Mary Harvey as Deputy City Treasurer effective December 12, 2016.

F. GROWTH MITIGATION ANNUAL COMPLIANCE REPORT

The City Council received and ordered filed the Growth Mitigation Annual for fiscal year ending June 30, 2016.

G. BARCELLUS SENIOR HOUSING PROJECT ZONING MAP AMENDMENT

The City Council conducted the second reading and adopted Ordinance No. 2016-23 amending the Zoning Map for approximately 2.4 acres from CPO (Commercial/Professional Office) to PD/R-3 (Planned Development/High Density Residential) zoning district for the Barcellus Senior Housing project.

Ordinance No. 2016-23 adopted. AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA MARIA, CALIFORNIA, AMENDING THE OFFICIAL ZONING MAP ON APPROXIMATELY 2.4 ACRES, LOCATED AT 502, 510, AND 524 EAST BARCELLUS AVENUE.

H. 2016 EDITION OF THE CALIFORNIA BUILDING CODE

The City Council conducted the second reading and adopted Ordinance No. 2016-24 amending the 2013 Edition of the California Building Code to the current 2016 California Building Code.

Ordinance No. 2016-24 adopted. AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA MARIA, CALIFORNIA, AMENDING CHAPTERS 9-1, 9-2, 9-4, AND 9-12 AND ADDING CHAPTER 9-19 TO TITLE 9 OF THE CITY OF SANTA MARIA MUNICIPAL CODE CONCERNING BUILDING REGULATIONS.

I. AGREEMENT WITH SANTA MARIA JOINT UNION HIGH SCHOOL FOR SHARED FACILITIES

Resolution No. 2016-151 was adopted authorizing a Joint Use Agreement between the City of Santa Maria and the Santa Maria Joint Union High School District for use of facilities.

Resolution No. 2016-151 adopted. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA MARIA, CALIFORNIA, AUTHORIZING A JOINT USE AGREEMENT BETWEEN THE CITY OF SANTA MARIA AND THE SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT FOR USE OF FACILITIES.

Mayor Patino indicated that she lived within 500 feet of the next item to be heard and had a conflict of interest. Mayor Patino left the Chambers at 7:10 p.m. and Mayor Pro Tem Waterfield conducted the meeting.

PUBLIC HEARINGS

4. GENERAL PLAN LAND USE MAP AND ZONING MAP AMENDMENT FOR THE HOUSING AUTHORITY OF SANTA BARBARA COUNTY AFFORDABLE APARTMENTS AT WEST MAIN AND NORTH DEPOT STREET. The City Council considered a recommendation by the Planning Commission to: 1) approve a Mitigated Negative Declaration; 2) amend the General Plan Land Use Map designation on the 2.7 acre project site **FROM** HCM (Heavy Commercial Manufacturing) **TO** HDR-22 (High Density Residential, 22 units/acre); and 3) amend the Zoning Map for the 2.7 acre site **FROM** CM (Commercial Manufacturing) **TO** PD/R-3 (Planned Development/High Density Residential) zoning district.

On November 2, 2016, the Planning Commission approved on a vote of 4-0 (Dickerson absent) to recommend that the City Council adopt the Negative Declaration, and General Plan Land Use Map and Zoning Map Amendments.

Councilmember Boysen disclosed that he was an unpaid Board Member of SURF Development Corporation, a non-profit affiliated with the applicant on the project. He stated he had no financial

interest in the item and would be able to be unbiased in his decision making with regard to the item. He also said he had the opportunity to meet with the applicant and City staff previously to discuss the project.

Community Development Director Appel gave a presentation as detailed in the Council Agenda Report. The project site is located north of West Main Street between Depot Street and Benwiley. It is a 2.7 acres site. Staff is proposing converting the site to Planned Development/High Density Residential to match the property across North Depot. It would still be surrounded by Commercial Manufacturing on either side. Four large buildings were removed over the summer to begin site clean-up. Part of the review required staff to prepare a Mitigated Negative Declaration. Three issues involved were the soil contamination, noise, and traffic in the area. Mitigation measures were developed and agreed to by the applicant. The Planning Commission supported the project for two reasons: 1) compatibility with the surrounding neighborhood; and 2) neighborhood revitalization.

The project itself will be 80 affordable apartment units with on-site management and services; landscaping; 20,000 square feet of outdoor open space offering a community building and outdoor activity areas; and within walking distance to public transit and commercial services.

Councilmember Orach stated he had met with John Polansky of the Santa Barbara County Housing Authority.

Councilmember Zuniga asked if any modifications were going to be done at the corner of Fesler and Depot Streets, as well as Main and Depot streets, with regard to traffic.

Public Works Director Kahn responded that the City had received funding for improvements on the Depot/Railroad corridor. The Fesler/Railroad Depot intersection would have stop signs at both sides of Depot and be repaved to be a more standardized roadway. A new traffic signal will be put in at the intersection of Main Street and Depot creating a protected left-hand turn pocket making the roadway more conventional. The City also has funding to repave all of Depot Street after the project is completed.

Appellant Comments

Lisa Plowman, speaking on behalf of the Santa Barbara County Housing Authority, spoke about the history of the Housing Authority, specifics of the project, and the need for affordable housing in the community.

Written communications

No written communications were received.

Public Hearing

Mayor Pro Tem Waterfield opened the public hearing at 7:23 p.m.

Patricia Faulkner and Cathie Ortiz, representing Transitions Mental Health Association, spoke in support of the project, citing the need for affordable housing and the difficulties the homeless population has in securing housing.

Mayor Pro Tem Waterfield closed the public hearing at 7:25 p.m.

Council discussion

There was no Council discussion.

Resolution No. 2016-152 was adopted approving a Mitigated Negative Declaration for The Residences at Depot Street Housing Project (GPZ2016-0001), at 301 North Depot Street on motion by Councilmember Boysen, seconded by Councilmember Orach, and carried on the following vote: 4-0

AYES: Councilmembers Boysen, Orach, Waterfield, and Zuniga
NOES: None
ABSENT: Mayor Patino
ABSTAIN: None

Resolution No. 2016-152 adopted. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA MARIA, CALIFORNIA, APPROVING A MITIGATED NEGATIVE DECLARATION FOR THE RESIDENCES AT DEPOT STREET HOUSING PROJECT (GPZ2016-0001) AT 301 NORTH DEPOT STREET.

Resolution No. 2016-153 to be adopted amending the Land Use Policy Map for approximately 2.7 acres, located at 301 North Depot Street on motion by Councilmember Boysen, seconded by Councilmember Orach, and carried on the following vote: 4-0

AYES: Councilmembers Boysen, Orach, Waterfield, and Zuniga
NOES: None
ABSENT: Mayor Patino
ABSTAIN: None

Resolution No. 2016-153 adopted. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA MARIA, CALIFORNIA, AMENDING THE LAND USE POLICY MAP FOR APPROXIMATELY 2.7 ACRES, LOCATED AT 301 NORTH DEPOT STREET.

Ordinance No. 2016-25 to be introduced by title only for first reading and continued to the next meeting for second reading and adoption amending the Official Zoning Map on approximately 2.7 acres, located at 301 North Depot Street, on motion by Councilmember Boysen, seconded by Councilmember Orach, and carried on the following vote: 4-0

AYES: Councilmembers Boysen, Orach, Waterfield, and Zuniga
NOES: None
ABSENT: Mayor Patino
ABSTAIN: None

Ordinance No. 2016-25 introduced. AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA MARIA, CALIFORNIA, AMENDING THE OFFICIAL ZONING MAP ON APPROXIMATELY 2.7 ACRES, LOCATED AT 301 NORTH DEPOT STREET.

John Polansky, representing the Santa Barbara County Housing Authority, thanked City staff for working with him to move forward on the project.

Mayor Patino returned to the Chambers at 7:30 p.m.

5. HANCOCK TERRACE APARTMENTS 10-YEAR DEFERRED PAYMENT PLAN ON TRAFFIC IMPACT FEES. The City Council considered a recommendation of the Planning Commission to approve a Downtown Permit (DT2016-0081) to allow Traffic Impact Fees to be paid interest-free over a 10-year period.

At its regular meeting on November 16, 2016, the Planning Commission voted 4-1 (Noes, Commissioner White O'Neill) to recommend that the City Council adopt a resolution approving the payment plan with the condition that street trees be planted on Boone Street.

Planning Division Manager Gilli gave a presentation as detailed in the Council Agenda Report. In May 2013, the Hancock Terrace project was approved by Council. The project consisted of 272 apartment units on 9.5 acres. The permit required payment of Impact Fees that were intended to capture the project's fair share of future infrastructure improvements. These fees are typically calculated based on the size of the project and needed to be paid prior to occupancy of the apartments. The original estimate of fees was \$1.2 million. The applicant paid that sum in August of 2016 under protest which reserved the applicant's right to challenge the fee.

The applicant and Director of Public Works discussed the fee and determined that the final fee would be \$950,000 which would take into account a credit for the prior development on the site, along with the project's proximity to the transit center giving the assumption that there would be a reduction in vehicle activity. In the 2015 Downtown Specific Plan, along with many other incentives, a new incentive was put in place allowing the payment of impact fees over a 10-year period without interest. The only way to amend the applicant's permit to allow for a 10-year payment plan since this new incentive came after the project was approved and a permit issued, was to make an amendment to it.

Staff recommended that the Planning Commission approve the payment plan with the condition that the applicant plant and irrigate street trees and tree wells along Boone Street.

Councilmember Zuniga asked for clarification on the exact placement of the trees.

Planning Division Manager Gilli responded that the trees would be placed curbside of the sidewalk. The sidewalk is 10 feet wide and the curbside cement panels could be removed and trees placed in them.

Applicant Comments

Michael Towbes, representing The Towbes Group, stated he believed approval of the item would be a win-win situation.

Councilmember Waterfield asked if the project plan had originally included placing trees in the sidewalk.

Mr. Towbes responded that, originally, the Recreation and Parks Department set the condition that no trees be planted in the sidewalk due to utilities running under the cement. However, he said he believed they could plant the trees without interfering with the utilities. He added that irrigation already existed next to the buildings and that would just be extended out to the street trees.

Planning Division Manager Gilli agreed there was a viable way to install trees without interfering with the infrastructure, particularly as the utilities were placed more toward the building side of the sidewalk.

Written communications.

One written communication was received from Michael Towbes, the applicant, providing additional background information on his request. Another correspondence was received from nearby resident Jeff Meyer expressing his concern about on-street parking issues in the neighborhood adjacent to Hancock Terrace. Copies of the correspondence were provided to the Council and posted on the City's website.

Public Hearing

Mayor Patino opened the public hearing at 7:40 p.m. and, having no requests to speak, immediately closed the public hearing.

Council discussion

There was no Council discussion.

Resolution No. 2016-154 was adopted approving an amendment (DT2016-0081) to the Downtown Specific Plan Development Review Permit (DSP2012-0001) to amend the Traffic Impact Fee condition for the Hancock Terrace Apartments at 530 East Boone Street on motion by Councilmember Waterfield, seconded by Councilmember Zuniga, and carried on the following vote: 5-0

AYES: Councilmembers Boysen, Orach, Waterfield, Zuniga, and Mayor Patino
NOES: None
ABSENT: None
ABSTAIN: None

Resolution No. 2016-154 adopted. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA MARIA, CALIFORNIA, APPROVING AN AMENDMENT (DT2016-0081) TO THE DOWNTOWN SPECIFIC PLAN DEVELOPMENT REVIEW PERMIT (DSP2012-0001) TO AMEND THE TRAFFIC IMPACT FEE CONDITION FOR THE HANCOCK TERRACE APARTMENTS AT 530 EAST BOONE STREET.

REGULAR BUSINESS

6. 2016 FIRE CODE UPDATES. The City Council considered a proposed ordinance amending the Fire Prevention Code and Alarm Systems in the Santa Maria Municipal Code to adopt the 2016 Edition of the California Fire Code, and amend sections of said Code to incorporate more stringent local standards.

Fire Chief Champion gave a presentation as detailed in the Council Agenda Report. Effective January 1, 2017, the 2016 Edition of the California Fire Code will take effect. Staff is proposing amendments setting more stringent standards locally. Fire sprinklers will be required for all buildings 5,000 square feet and larger. Existing multi-family residential buildings will be required to add smoke detectors to sleeping and additional rooms. Battery operated smoke detectors may be installed into existing buildings. Hard-wired smoke detectors will be required for all new construction. Fire sprinklers will be required in all new construction. Code language that was either redundant, duplicative, or unenforceable was removed.

Public input

There were no requests to speak.

Council discussion

There was no Council discussion.

**MINUTES - REGULAR MEETING
SANTA MARIA CITY COUNCIL**

DECEMBER 6, 2016

Ordinance No. 2016-26 to be introduced by title only for first reading, and continued to the next meeting for second reading and adoption, amending Chapter 9-3 of Title 9, Fire Prevention Code, and Chapter 5-2 of Title 5, Alarm Systems, of the Santa Maria Municipal Code, on motion by Councilmember Boysen, seconded by Councilmember Waterfield, and carried on the following vote: 5-0

AYES: Councilmembers Boysen, Orach, Waterfield, Zuniga, and Mayor Patino
NOES: None
ABSENT: None
ABSTAIN: None

Ordinance No. 2016-26 adopted. AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA MARIA, CALIFORNIA AMENDING CHAPTER 9-3 OF TITLE 9, FIRE PREVENTION CODE, AND CHAPTER 5-2 OF TITLE 5, ALARM SYSTEMS, OF THE SANTA MARIA MUNICIPAL CODE.

REPORT BY CITY MANAGER:

City Manager Haydon reported the next meeting would be December 20, 2016, and would include a commendation for outgoing Congresswoman Lois Capps; a Declaration of the 2016 Election Results; a reorganization of the City Council; proclamations for outgoing Councilmembers; announcement of the 2016 Lights, Sights and Holiday Nights decoration winners; the 2016-17 Countywide Library Agreement; a donation of ballistic helmets from the Santa Maria Police Council to the Police Department; the cancellation of the January 3, 2017 regular City Council Meeting; the lighting replacement project for the parking structure "B" at Town Center East; the Appointment of the 2017 Mayor Pro Tem; and appointments to outside Boards and Committees.

City Manager Haydon also showed a video of the Utilities Department's entry in the City of Santa Maria's Holiday Parade.

ORAL REPORTS OF COUNCILMEMBERS AND OFFICERS (INCLUDING AB1234 REPORTS):

Councilmember Zuniga reported that she attended a Community Action Policy Council Meeting; Sister Janet's Birthday Party; a Fund for Santa Barbara fundraiser; the Board of Supervisors Farmworker Rights Workshop.

Councilmember Waterfield reported that she attended the Violent Intruder Training Session with the City; a Minerva Club Meeting; Sister Janet's Birthday Party; an Altrusa Chamber Mixer; met with the owner of Crossroads and College Square; the Santa Barbara Foundation's North County Open House; the Remembering Our Fallen Veterans Exhibit; the Young Educated Latinos Conference; and the Santa Maria Holiday Parade.

Councilmember Orach reported that he attended the Santa Barbara Foundation's North County Open House; the Remembering the Fallen Veterans Exhibit; and the Santa Maria Holiday Parade. He also announced that on Saturday, December 10th, at 11:00 a.m. at Shepard Hall in the Library, Valley Speaks would be holding a presentation on the history of how Santa Maria attained the All-American City award. Additionally, he attended a luncheon thanking those who worked on the Downtown Friday Nights Program.

Councilmember Boysen reported that he had been on vacation the last two weeks. He also reported that discussions between staff, CCWA, and the Board of Supervisors were continuing with regard to securing the 12,000 square feet of supplemental Table A water.

**MINUTES - REGULAR MEETING
SANTA MARIA CITY COUNCIL**

DECEMBER 6, 2016

Mayor Patino reported that she attended the Violent Intruder Training at the City; the SBCAG monthly Board Meeting; Sister Janet's Birthday Party; the Festival of Trees in the Mall; the South Coast Service Providers Summit; the Central Coast Rescue Mission Thanksgiving Banquet; the Christmas Tree Lighting Ceremony; rode the trolley for the Parade of Lights; spoke on the Ben Heighes radio show; and attended a Rotary Meeting. She also reminded everyone that at 10:00 a.m. on December 7th the Freedom Monument Ceremony would take place.

RECESS:

Mayor Patino recessed to a Closed Session at 8:10 p.m. regarding: 1) conference with labor negotiators pursuant to Section 54957.6 of the Government Code; Agency representative: City Manager; Employee Organizations: Service Employees International Union (SEIU) Local 620, Santa Maria Police Association of Middle Management (SMPAMM), Non-Represented Management and Confidential Employees, and Public Safety Managers; and conference with legal counsel pursuant to Section 54956.9 (1) (d) existing litigation – Kellene Radzyninski v. City of Santa Maria, Workers' Compensation Case No. SATJ-547685, et al.

CLOSED SESSION REPORT:

Following the Closed Session, Assistant City Attorney Mollenkopf announced that there was no reportable action taken on either item.

ADJOURNMENT:

There being no further business before the City Council, Mayor Patino declared the City Council meeting adjourned at 8:32 p.m.

APPROVED:

December 20, 2016
Date

M. Beth Cleary
Deputy City Clerk and ex officio Clerk of the City Council

Alice M. Patino
Mayor of the City of Santa Maria

ATTEST:

M. Beth Cleary
Deputy City Clerk