



**CITY of NOVI CITY COUNCIL**

**Agenda Item F  
April 8, 2013**

**SUBJECT:** Approval of traffic control orders 13-04 through 13-08 for existing traffic control signs within Autumn Park Subdivision.

**SUBMITTING DEPARTMENT:** Department of Public Services, Engineering Division

**CITY MANAGER APPROVAL:**

**BACKGROUND INFORMATION:**

Engineering staff have completed a review of the existing traffic control signs within the Autumn Park Subdivision (located north of Nine Mile Road and east of Beck Road) as part of the ongoing effort to meet Federal retroreflectivity requirements and to ensure that traffic control orders are on file for each regulatory sign (e.g., stop, yield, speed limit, etc.). The existing decorative signs within Autumn Park Subdivision are in disrepair and do not meet current sign requirements. There is no decorative street sign agreement between the City and the subdivision, and when contacted by the City, the subdivision has not responded with an interest in voluntarily taking responsibility for the existing decorative signs needing repair (see attached correspondence). Therefore, staff recommends replacement of the existing traffic signs with City standard signage as part of the annual sign replacement program.

A review of the traffic control orders for the subdivision signs revealed that four traffic control signs either lacked a traffic control or had an incorrect traffic control order on file. Traffic control orders are required under the Uniform Traffic Code to enforce traffic control signs that have been installed. The table below summarizes the traffic control orders that were prepared by the traffic engineer for consideration by City Council.

TCO No.	Description
13-04	Westbound Sunnybrook Lane to stop at Beck Road
13-05	Southbound Autumn Park Blvd to stop at Nine Mile Road
13-06	Northbound Whitehall Drive to yield at White Pines
13-07	Rescind TCO 01-33 for Northbound Summer Lane to Yield at Sunnybrook Lane
13-08	Northbound Summer Lane to Stop at Sunnybrook Lane (existing sign)

The installation of the new traffic control signs will be completed by DPS Field Operations as part of the budgeted sign replacement program.

**RECOMMENDED ACTION:** Approval of traffic control orders 13-04 through 13-08 for existing traffic control signs within Autumn Park Subdivision.

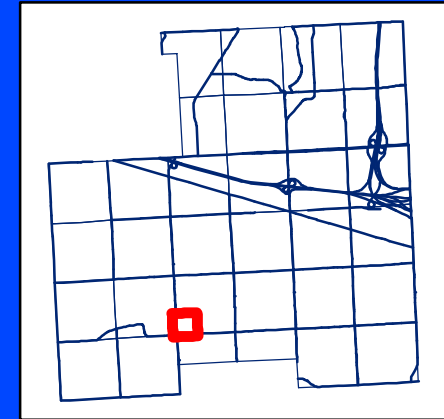
	1	2	Y	N
Mayor Galt				
Mayor Pro Tem Staudt				
Council Member Casey				
Council Member Fischer				

	1	2	Y	N
Council Member Margolis				
Council Member Mutch				
Council Member Wrobel				



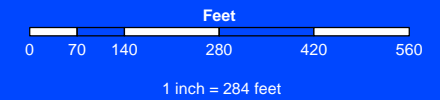
# Autumn Park Decorative Sign Replacement

Page 1 of 2



### Legend

- Existing Sign Supports



## City of Novi

Engineering Division  
 Department of Public Services  
 26300 Lee BeGole Drive  
 Novi, MI 48375  
[cityofnovi.org](http://cityofnovi.org)

Map Author: A. Wayne  
 Date: April 3, 2013  
 Project:  
 Version #: 1.2

Amended By:  
 Date:  
 Department:

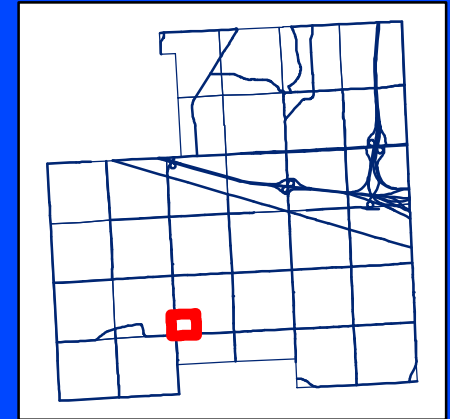
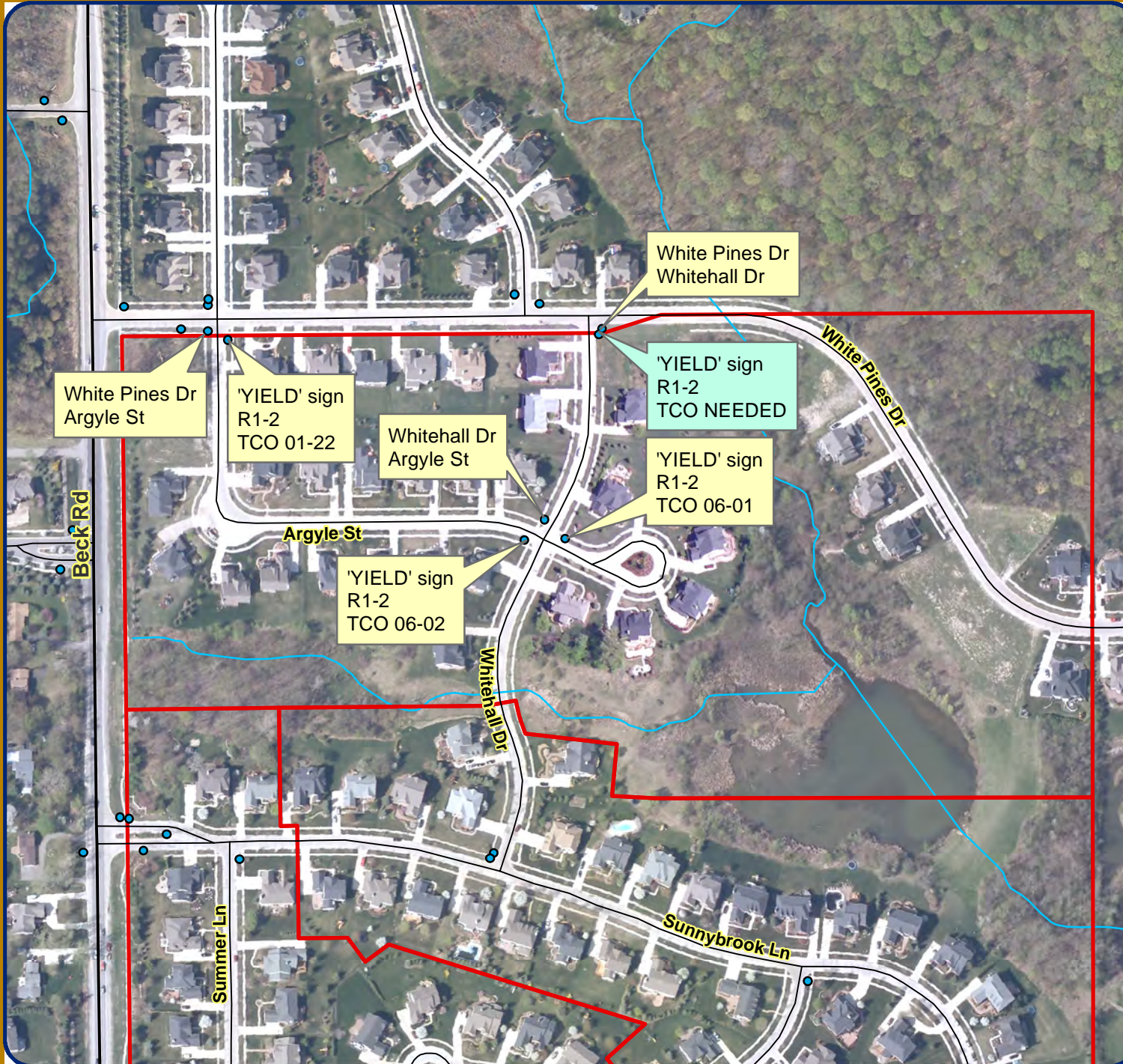
### MAP INTERPRETATION NOTICE

Map information depicted is not intended to replace or substitute for any official or primary source. This map was intended to meet National Map Accuracy Standards and use the most recent, accurate sources available to the people of the City of Novi. Boundary measurements and area calculations are approximate and should not be construed as survey measurements performed by a licensed Michigan Surveyor as defined in Michigan Public Act 132 of 1970 as amended. Please contact the City GIS Manager to confirm source and accuracy information related to this map.



# Autumn Park Decorative Sign Replacement

Page 2 of 2



### Legend

- Existing Sign Supports



1 inch = 284 feet



**City of Novi**  
Engineering Division  
Department of Public Services  
26300 Lee BeGole Drive  
Novi, MI 48375  
cityofnovi.org

Map Author: A. Wayne  
Date: April 3, 2013  
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### MAP INTERPRETATION NOTICE

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## Coburn, Brian

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**From:** Coburn, Brian  
**Sent:** Friday, January 04, 2013 8:55 AM  
**To:** autumnparkhoanovi@gmail.com; smccauley@twmi.rr.com; jmccauley@twmi.rr.com  
**Cc:** Hayes, Rob; Demeo, Lisa; Wayne, Adam; Wiktorowski, Matt  
**Subject:** RE: Autumn Park Decorative Street Signs  
**Attachments:** Autumn Park Letter to HOA regarding decorative signs.pdf

Good morning,

The attached letter was mailed in June 2012 and the following email was sent in October regarding the existing decorative traffic sign posts in Autumn Park. Since we did not receive a response by December 31 (see attached letter), we will proceed with the replacement of the existing decorative sign posts with city standard signage at the City's expense. We will schedule this work to occur sometime in 2013.

Please let me know if you have any questions.

Brian



**Brian T. Coburn, P.E.** | Engineering Manager  
City of Novi | Department of Public Services  
Field Services Complex | 26300 Lee BeGole Drive | Novi, MI 48375  
t: 248.735.5632 f: 248.735.5659

[cityofnovi.org](http://cityofnovi.org) | [InvestNovi.org](http://InvestNovi.org)

To receive monthly e-news from Novi or follow us on Facebook, [click here](#).

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**From:** Coburn, Brian  
**Sent:** Wednesday, October 24, 2012 10:42 AM  
**To:** [autumnparkhoanovi@gmail.com](mailto:autumnparkhoanovi@gmail.com); [smccauley@twmi.rr.com](mailto:smccauley@twmi.rr.com); [jmccauley@twmi.rr.com](mailto:jmccauley@twmi.rr.com)  
**Cc:** Hayes, Rob; Demeo, Lisa  
**Subject:** Autumn Park Decorative Street Signs

Good morning,

The attached letter was sent via mail and email to the Association in June 2012 regarding the traffic signs within Autumn Park. To my knowledge, we have not received a response on how the Association would like to proceed. As a reminder, if we do not receive a response by December 31, 2012, we will assume that the Association has opted for the City to continue to maintain the signs and will schedule full replacement at the City's expense.

If you are not the appropriate representative for the Association, please forward on or let me know who to contact.

Please feel free to contact me with any questions.

Thanks,

Brian





June 14, 2012

**CITY COUNCIL**

**Mayor**  
Bob Gatt

**Mayor Pro Tem**  
Dave Staudt

Terry K. Margolis

Andrew Mutch

Justin Fischer

Wayne Wrobel

Laura Marie Casey

**City Manager**  
Clay J. Pearson

**Director of Public Services/  
City Engineer**  
Rob Hayes, P.E.

Ken Ulrich, Interim President  
Autumn Park Homeowners Association  
23011 Argyle  
Novi, MI 48374

Re: Street Signs in Autumn Park Subdivision

Dear Mr. Ulrich:

It has come to our attention that the existing decorative street sign posts in Autumn Park subdivision are not covered by a decorative street sign support agreement. Decorative street sign support agreements are required by City Ordinance when subdivisions request sign posts that are ornamental. In those cases, the subdivision accepts responsibility for the ongoing maintenance and replacement of the sign or post should it become damaged or approach the end of its useful life. Under these agreements, the sign itself must meet federal, state and local standards as outlined in the attached documents. A copy of a draft decorative sign support agreement is attached for your reference.

New federal mandates requiring the City to meet new street sign standards have changed the way the City regulates decorative signage in subdivisions. While the signs may have been acceptable to the City at the time of installation, the existing signage within Autumn Park does not meet current standards related to size, font, color, mounting height, crashworthiness, and reflectivity and must be replaced.

We would support a request from Autumn Park to execute the enclosed decorative street sign support agreement, if the Association would commit to replacing the street signs within the next 5 years with signage that meets current standards. This would involve working with City Engineering staff through the right-of-way permit process toward approval of the new signs before installation and for inspections after installation.

Another option would be for the City to replace the signage within the subdivision with city standard signage at no cost to the Association through our sign replacement program. We have worked with two subdivisions over the past year that decided to cancel existing decorative sign agreement in favor of city installed and maintained traffic signage.

**Department of Public Services**  
Field Services Complex  
26300 Lee BeGole Dr.  
Novi, Michigan 48375  
248.735.5640  
248.735.5659 fax

cityofnovi.org

Our Field Operations staff recently replaced two traffic control signs in the subdivision that were damaged or removed with City standard signs. If the subdivision decides to reinstall decorative signs in these locations, a decorative sign support agreement and right-of-way permit will be required.

Please respond to let us know if the Association plans to proceed with requesting a decorative sign agreement. In the meantime, we will continue to install City standard signage when signs are damaged or require maintenance. If we do not receive a response by December 31, 2012, we will assume that the Association has opted for the City to continue to maintain the signs and will schedule full replacement at the City's expense.

Please feel free to contact me at 248-735-5632 with any question.

Sincerely,

ENGINEERING DIVISION



Brian T. Coburn, P.E.  
Engineering Manager/City Traffic Engineer

Enclosures

cc: Rachel Mastroianni, Secretary, 23221 Argyle, Novi MI 48374  
Rob Hayes, Director of Public Services/City Engineer  
Matt Wiktorowski, Field Operations Senior Manager

**CITY OF NOVI  
TRAFFIC CONTROL ORDER**

           SPEED  
           PARKING  
  X   OTHER

DATE OF ORDER: 3/19/2013

CONTROL NUMBER: 13-04

PURSUANT TO CHAPTER NO. 33 OF THE CODE OF ORDINANCES OF THE CITY OF NOVI, MICHIGAN, SAME BEING THE UNIFORM TRAFFIC CODE FOR CITIES, TOWNSHIPS AND VILLAGES OF MICHIGAN AND IN THE INTEREST OF PUBLIC SAFETY AND CONVENIENCE THE FOLLOWING TRAFFIC CONTROL ORDER IS HEREBY ISSUED BY BRIAN COBURN, ENGINEERING MANAGER, DULY AUTHORIZED AS TRAFFIC ENGINEER, BY SEC. 33-51 OF THE AFORESAID CHAPTER.

ISSUANCE OF THIS TRAFFIC CONTROL ORDER WAS PRECEDED BY STUDY AND INVESTIGATION OF TRAFFIC CONDITIONS ON THE FOLLOWING PUBLIC ROAD OR ROADS IN THE CITY OF NOVI, MICHIGAN.

**SUNNYBROOK LANE**

AND AFTER SAID INVESTIGATION, IT IS HEREBY ORDERED AND DIRECTED THAT THE DEPARTMENT OF PUBLIC SERVICES ERECT AND MAINTAIN THE STOP SIGN (S) IN ACCORDANCE WITH THE MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES AS REQUIRED BY SEC. 33-51 OF THE AFORESAID CHAPTER, SAID SIGNS TO GIVE NOTICE OF THE FOLLOWING DETERMINATION:

**WESTBOUND SUNNYBROOK LANE TO STOP AT BECK ROAD**



\_\_\_\_\_  
Brian Coburn, P.E. - Traffic Engineer

Dated: 3/19/2013

**APPROVED BY CITY COUNCIL**

TRAFFIC CONTROL ORDER NUMBER 13-04 HAVING BEEN PRESENTED TO THE COUNCIL OF THE CITY OF NOVI, MICHIGAN FOR STUDY AND APPROVAL, IS HEREBY APPROVED AND IT IS HEREBY ORDERED AND DIRECTED THAT THIS ORDER BE FILED IN THE OFFICE OF THE CITY CLERK AND A COPY THEREOF IN THE OFFICE OF THE CHIEF OF POLICE OF SAID CITY.

IT IS FURTHER ORDERED AND DIRECTED THAT THIS ORDER SHALL BECOME EFFECTIVE UPON BEING FILED WITH THE CLERK AND UPON ERECTION OF ADEQUATE SIGNS GIVING NOTICE OF THE EXISTENCE OF AFORESAID,

**WESTBOUND SUNNYBROOK LANE TO STOP AT BECK ROAD**

ADOPTED AT THE REGULAR MEETING OF  
CITY COUNCIL ON 4/8/2013.

By: \_\_\_\_\_  
Robert J. Gatt, Mayor

By: \_\_\_\_\_  
Maryanne Cornelius, Clerk

**CITY OF NOVI  
TRAFFIC CONTROL ORDER**

\_\_\_\_\_ SPEED  
\_\_\_\_\_ PARKING  
  X   OTHER

DATE OF ORDER:   3/19/2013  

CONTROL NUMBER:   13-05  

PURSUANT TO CHAPTER NO. 33 OF THE CODE OF ORDINANCES OF THE CITY OF NOVI, MICHIGAN, SAME BEING THE UNIFORM TRAFFIC CODE FOR CITIES, TOWNSHIPS AND VILLAGES OF MICHIGAN AND IN THE INTEREST OF PUBLIC SAFETY AND CONVENIENCE THE FOLLOWING TRAFFIC CONTROL ORDER IS HEREBY ISSUED BY BRIAN COBURN, ENGINEERING MANAGER, DULY AUTHORIZED AS TRAFFIC ENGINEER, BY SEC. 33-51 OF THE AFORESAID CHAPTER.

ISSUANCE OF THIS TRAFFIC CONTROL ORDER WAS PRECEDED BY STUDY AND INVESTIGATION OF TRAFFIC CONDITIONS ON THE FOLLOWING PUBLIC ROAD OR ROADS IN THE CITY OF NOVI, MICHIGAN.

**AUTUMN PARK BLVD**

AND AFTER SAID INVESTIGATION, IT IS HEREBY ORDERED AND DIRECTED THAT THE DEPARTMENT OF PUBLIC SERVICES ERECT AND MAINTAIN THE STOP SIGN (S) IN ACCORDANCE WITH THE MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES AS REQUIRED BY SEC. 33-51 OF THE AFORESAID CHAPTER, SAID SIGNS TO GIVE NOTICE OF THE FOLLOWING DETERMINATION:

**SOUTHBOUND AUTUMN PARK BLVD TO STOP AT NINE MILE ROAD**

  
\_\_\_\_\_  
Brian Coburn, P.E. - Traffic Engineer

Dated:   3/19/2013  

**APPROVED BY CITY COUNCIL**

TRAFFIC CONTROL ORDER NUMBER   13-05   HAVING BEEN PRESENTED TO THE COUNCIL OF THE CITY OF NOVI, MICHIGAN FOR STUDY AND APPROVAL, IS HEREBY APPROVED AND IT IS HEREBY ORDERED AND DIRECTED THAT THIS ORDER BE FILED IN THE OFFICE OF THE CITY CLERK AND A COPY THEREOF IN THE OFFICE OF THE CHIEF OF POLICE OF SAID CITY.

IT IS FURTHER ORDERED AND DIRECTED THAT THIS ORDER SHALL BECOME EFFECTIVE UPON BEING FILED WITH THE CLERK AND UPON ERECTION OF ADEQUATE SIGNS GIVING NOTICE OF THE EXISTENCE OF AFORESAID,

**SOUTHBOUND AUTUMN PARK BLVD TO STOP AT NINE MILE ROAD**

ADOPTED AT THE REGULAR MEETING OF  
CITY COUNCIL ON   4/8/2013  .

By: \_\_\_\_\_  
Robert J. Gatt, Mayor

By: \_\_\_\_\_  
Maryanne Cornelius, Clerk



**CITY OF NOVI  
TRAFFIC CONTROL ORDER**

\_\_\_\_\_ SPEED  
\_\_\_\_\_ PARKING  
 X  OTHER

DATE OF ORDER:  3/19/2013

CONTROL NUMBER:  13-06

PURSUANT TO CHAPTER NO. 33 OF THE CODE OF ORDINANCES OF THE CITY OF NOVI, MICHIGAN, SAME BEING THE UNIFORM TRAFFIC CODE FOR CITIES, TOWNSHIPS AND VILLAGES OF MICHIGAN AND IN THE INTEREST OF PUBLIC SAFETY AND CONVENIENCE THE FOLLOWING TRAFFIC CONTROL ORDER IS HEREBY ISSUED BY BRIAN COBURN, ENGINEERING MANAGER, DULY AUTHORIZED AS TRAFFIC ENGINEER, BY SEC. 33-51 OF THE AFORESAID CHAPTER.

ISSUANCE OF THIS TRAFFIC CONTROL ORDER WAS PRECEDED BY STUDY AND INVESTIGATION OF TRAFFIC CONDITIONS ON THE FOLLOWING PUBLIC ROAD OR ROADS IN THE CITY OF NOVI, MICHIGAN.

**WHITEHALL DRIVE**

AND AFTER SAID INVESTIGATION, IT IS HEREBY ORDERED AND DIRECTED THAT THE DEPARTMENT OF PUBLIC SERVICES ERECT AND MAINTAIN THE YIELD SIGN (S) IN ACCORDANCE WITH THE MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES AS REQUIRED BY SEC. 33-51 OF THE AFORESAID CHAPTER, SAID SIGNS TO GIVE NOTICE OF THE FOLLOWING DETERMINATION:

**NORTHBOUND WHITEHALL DRIVE TO YIELD AT WHITE PINES**

  
\_\_\_\_\_  
Brian Coburn, P.E. - Traffic Engineer

Dated:  3/19/2013

**APPROVED BY CITY COUNCIL**

TRAFFIC CONTROL ORDER NUMBER  13-06  HAVING BEEN PRESENTED TO THE COUNCIL OF THE CITY OF NOVI, MICHIGAN FOR STUDY AND APPROVAL, IS HEREBY APPROVED AND IT IS HEREBY ORDERED AND DIRECTED THAT THIS ORDER BE FILED IN THE OFFICE OF THE CITY CLERK AND A COPY THEREOF IN THE OFFICE OF THE CHIEF OF POLICE OF SAID CITY.

IT IS FURTHER ORDERED AND DIRECTED THAT THIS ORDER SHALL BECOME EFFECTIVE UPON BEING FILED WITH THE CLERK AND UPON ERECTION OF ADEQUATE SIGNS GIVING NOTICE OF THE EXISTENCE OF AFORESAID,

**NORTHBOUND WHITEHALL DRIVE TO YIELD AT WHITE PINES**

ADOPTED AT THE REGULAR MEETING OF  
CITY COUNCIL ON  4/8/2013 .

By: \_\_\_\_\_  
Robert J. Gatt, Mayor

By: \_\_\_\_\_  
Maryanne Cornelius, Clerk

**CITY OF NOVI  
TRAFFIC CONTROL ORDER**

\_\_\_\_\_ SPEED  
\_\_\_\_\_ PARKING  
  X   OTHER

DATE OF ORDER:   3/19/2013    
CONTROL NUMBER:   13-07  

PURSUANT TO CHAPTER NO. 33 OF THE CODE OF ORDINANCES OF THE CITY OF NOVI, MICHIGAN, SAME BEING THE UNIFORM TRAFFIC CODE FOR CITIES, TOWNSHIPS AND VILLAGES OF MICHIGAN AND IN THE INTEREST OF PUBLIC SAFETY AND CONVENIENCE THE FOLLOWING TRAFFIC CONTROL ORDER IS HEREBY ISSUED BY BRIAN COBURN, ENGINEERING MANAGER, DULY AUTHORIZED AS TRAFFIC ENGINEER, BY SEC. 33-51 OF THE AFORESAID CHAPTER.

ISSUANCE OF THIS TRAFFIC CONTROL ORDER WAS PRECEDED BY STUDY AND INVESTIGATION OF TRAFFIC CONDITIONS ON THE FOLLOWING PUBLIC ROAD OR ROADS IN THE CITY OF NOVI, MICHIGAN.

**SUMMER LANE**

AND AFTER SAID INVESTIGATION, IT IS HEREBY ORDERED AND DIRECTED THAT THE DEPARTMENT OF PUBLIC SERVICES ERECT AND MAINTAIN THE OTHER SIGN (S) IN ACCORDANCE WITH THE MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES AS REQUIRED BY SEC. 33-51 OF THE AFORESAID CHAPTER, SAID SIGNS TO GIVE NOTICE OF THE FOLLOWING DETERMINATION:

**RESCIND TCO 01-33 FOR NORTHBOUND SUMMER LANE TO YIELD AT SUNNYBROOK LANE**



\_\_\_\_\_  
Brian Coburn, P.E. - Traffic Engineer

Dated:   3/19/2013  

**APPROVED BY CITY COUNCIL**

TRAFFIC CONTROL ORDER NUMBER   13-07   HAVING BEEN PRESENTED TO THE COUNCIL OF THE CITY OF NOVI, MICHIGAN FOR STUDY AND APPROVAL, IS HEREBY APPROVED AND IT IS HEREBY ORDERED AND DIRECTED THAT THIS ORDER BE FILED IN THE OFFICE OF THE CITY CLERK AND A COPY THEREOF IN THE OFFICE OF THE CHIEF OF POLICE OF SAID CITY.

IT IS FURTHER ORDERED AND DIRECTED THAT THIS ORDER SHALL BECOME EFFECTIVE UPON BEING FILED WITH THE CLERK AND UPON ERECTION OF ADEQUATE SIGNS GIVING NOTICE OF THE EXISTENCE OF AFORESAID,

**RESCIND TCO 01-33 FOR NORTHBOUND SUMMER LANE TO YIELD AT SUNNYBROOK LANE**

ADOPTED AT THE REGULAR MEETING OF  
CITY COUNCIL ON   4/8/2013  .

By: \_\_\_\_\_  
Robert J. Gatt, Mayor

By: \_\_\_\_\_  
Maryanne Cornelius, Clerk



**CITY OF NOVI  
TRAFFIC CONTROL ORDER**

\_\_\_\_ SPEED  
\_\_\_\_ PARKING  
 X  OTHER

DATE OF ORDER:  3/19/2013   
CONTROL NUMBER:  13-08

PURSUANT TO CHAPTER NO. 33 OF THE CODE OF ORDINANCES OF THE CITY OF NOVI, MICHIGAN, SAME BEING THE UNIFORM TRAFFIC CODE FOR CITIES, TOWNSHIPS AND VILLAGES OF MICHIGAN AND IN THE INTEREST OF PUBLIC SAFETY AND CONVENIENCE THE FOLLOWING TRAFFIC CONTROL ORDER IS HEREBY ISSUED BY BRIAN COBURN, ENGINEERING MANAGER, DULY AUTHORIZED AS TRAFFIC ENGINEER, BY SEC. 33-51 OF THE AFORESAID CHAPTER.

ISSUANCE OF THIS TRAFFIC CONTROL ORDER WAS PRECEDED BY STUDY AND INVESTIGATION OF TRAFFIC CONDITIONS ON THE FOLLOWING PUBLIC ROAD OR ROADS IN THE CITY OF NOVI, MICHIGAN.

**SUMMER LANE**

AND AFTER SAID INVESTIGATION, IT IS HEREBY ORDERED AND DIRECTED THAT THE DEPARTMENT OF PUBLIC SERVICES ERECT AND MAINTAIN THE STOP SIGN (S) IN ACCORDANCE WITH THE MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES AS REQUIRED BY SEC. 33-51 OF THE AFORESAID CHAPTER, SAID SIGNS TO GIVE NOTICE OF THE FOLLOWING DETERMINATION:

**NORTHBOUND SUMMER LANE TO STOP AT SUNNYBROOK LANE**



\_\_\_\_\_  
Brian Coburn, P.E. - Traffic Engineer

Dated:  3/19/2013

**APPROVED BY CITY COUNCIL**

TRAFFIC CONTROL ORDER NUMBER  13-08  HAVING BEEN PRESENTED TO THE COUNCIL OF THE CITY OF NOVI, MICHIGAN FOR STUDY AND APPROVAL, IS HEREBY APPROVED AND IT IS HEREBY ORDERED AND DIRECTED THAT THIS ORDER BE FILED IN THE OFFICE OF THE CITY CLERK AND A COPY THEREOF IN THE OFFICE OF THE CHIEF OF POLICE OF SAID CITY.

IT IS FURTHER ORDERED AND DIRECTED THAT THIS ORDER SHALL BECOME EFFECTIVE UPON BEING FILED WITH THE CLERK AND UPON ERECTION OF ADEQUATE SIGNS GIVING NOTICE OF THE EXISTENCE OF AFORESAID,

**NORTHBOUND SUMMER LANE TO STOP AT SUNNYBROOK LANE**

ADOPTED AT THE REGULAR MEETING OF  
CITY COUNCIL ON  4/8/2013.

By: \_\_\_\_\_  
Robert J. Gatt, Mayor

By: \_\_\_\_\_  
Maryanne Cornelius, Clerk